

Siri Guru Singh Sabha Croydon

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COVID-19 RISK ASSESSMENT as of 17th January 2021

The original risk assessment was implemented on 14th June 2020 and updated several times up to 5th November 2020. **I Surinder Kaur Sahota Trustee and Corona Virus Compliance Officer** is happy to discuss any query relating to this updated document.

Due to the various changes since then, this is now the latest document and covers all aspects of the government guidelines restrictions for our Croydon community.

Specific consideration has been given to the demographic, location, building layout, usual processes and behaviours and the potential increased risks of cross-contamination to Croydon's Sangat. This risk assessment has been made with utmost regard for the health, safety and wellbeing of the Granthis, Sangat and any other member of the public who visits Croydon Gurdwara.

In conclusion, the re-opening of this place of worship will continue to be undertaken in stages, in compliance with the law and with extreme caution. Covid-19 not only affects a disproportionate number of ethnic minorities but there is also known vulnerabilities such as age and pre-existing medical conditions.

This document has been reviewed and updated to show all the tiers and timings for our place of worship in Croydon. It also takes into account spiritual major events such as Bandhi Chor divas and Guru Nanak Dev Ji Birthday celebrations.

Due to the confusion with the local authorities, this section has been added, as Religious Festivals and shows what we did on the above mentioned events as a guideline. This was whilst in Tier 2 guidelines were in place.

Another section that was missed off was Punjabi School or Saturday school. Unfortunately since the original lockdown back in March 2020, it has not been re-opened due to following reasons:

- a) No commitment from parents to bring children to Gurdwara.
- b) The new challenges faced in normal school.
- c) Remote learning and the issues it brings.
- d) Overall health and safety worries of the family and elderly.
- e) All Teaching staff is volunteers including the DSL lead.
- f) Teaching staff not able to commit to teach as yet.
- g) Planned to re-open in January 2021, but current restrictions does not allow us to.

Feel free to ask any questions relating to this document.

ALL EVENTS MUST BE PRE-BOOKED IN ADVANCE AND ARE LIMITED TO THE RESTRICTIONS CONTAINED HEREIN.

SGSS RISK ASSESSMENT		JANUARY 2021	
See separate sheet as overview SGSS Croydon Tier Restrictions At a Glance guideline			
Updated by Corona Virus Compliance Officer on 17 th January 2021.			
The overriding advice to the elderly and the vulnerable remains unchanged. We strongly urge caution and for them to view the daily streamed services via YouTube and remain in the safety of their own homes as we are now experiencing the second wave of the virus, as predicted.			
Area of Focus	Risk	Mitigation / Action	Action Completed (by whom and when)
1.ARRIVAL			
Car Park & Queuing	Any parked vehicles will reduce queuing space outside Gurdwara and make the social distance difficult to maintain. Any parked vehicle (even blue/disabled badge holders) will encourage others to park.	Car park gates are open for disabled badge holders and persons who attend for individual prayer throughout the day. Car park to be kept free for queuing Sangat during the limited opening times	2 metre spaces are marked on the approach to main Gurdwara door and along the perimeter edges of the car park in case of long queues but not had queuing to this extent
	The number of people that can enter the Gurdwara at any time to be limited to ensure social distancing. There has been difficulty in gaining support of volunteers to guide attendees.	Sangat to enter via wooden double doors and if there is a queue, to queue by maintaining a 2-metre distance.	At least one Sevadard to be positioned in front lobby during diwans to ensure queuing. Messages have been posted on social media and notice boards repeated.
Entry Door	If kept unlocked and unmanned, there is no control as to how many people enter the Gurdwara at any given time, whether they are family members and include children etc. Risk of too many people entering. Without volunteers at	A rota of Sevadars who are wearing PPE is required to ensure number of entrants is restricted to 30.	Temperature checks are taken by Sevadard on entry.
		Hand sanitizing upon entry options. Posters / Signage Instructions in English and Punjabi displayed. Additional	Alcohol gel is a quick and effective method of ensuring hands are clean of all entrants The Dyson hand dryer has been sealed off and the paper towel dispenser is to be used.

	<p>the outside entrance, there is a risk that temperature control checks may be missed, hygiene processes may not be followed and the register may not be completed to facilitate 'Trace and Search' in case of symptoms.</p>	<p>diagrammatic signage in English and Punjabi has been placed at the sink.</p> <p>Risks to be mitigated by rota of Sevadars who count in number of attendees, complete register of attendees, carry out temperature checks and ensure hygiene is maintained.</p>	<p>People can still wash hands thoroughly for 20 seconds or dry hands properly.</p> <p>In all cases of individual / communal prayer, to maintain a continuation of social distancing with correct PPE with the mandatory checks.</p>
Shoe Rack / Jorey	<p>The shoe rack is situated in the lobby which is a very confined space. Risk of cross-contamination if someone is A-symptomatic.</p>	<p>The shoe rack is in the lobby and Sevdar ensure that people move through the lobby as efficiently and safely as possible once they have sanitised / washed their hands and covered their heads, as necessary.</p>	<p>This system appears to be working well and has kept the entrance hallway free for those sanitising / washing hands and completing the register.</p>
Queuing	<p>If there are more than the allowed number of Sangat in the Darbar, there may be a queue of people on the stairs in the approach or people passing one another as they come up / get up to leave. This passing of people poses a risk of infection.</p>	<p>There is an obvious risk in that the staircase is narrow and cannot provide the 2-metre distance to separate those going up from those coming down.</p> <p>It is envisaged that when it is not raining, the Sevadars will stand outside the main door and the lobby area will be kept as free as possible and limited to hand-washing and walking through to go up / come down from the Darbar.</p>	<p>14 June 2020 it is not possible to implement a one-way system due to the layout of the Gurdwara.</p> <p>Instead, Sevadars will manage flow of Sangat arriving, queuing etc and ensuring number of entrants is no more than 30 at any time.</p> <p>During the Individual prayer restrictions sangat will not be able to stay in Darbar for longer than 15 minutes.</p> <p>However, this will be managed by the Sevadars to maintain the guidelines.</p>
The Elderly, The Vulnerable, Physically Disabled and	<p>There may be Sangat who need physical</p>	<p>Risk to elderly and vulnerable mitigated</p>	<p>Sevadars wearing PPE will be on hand to support the elderly</p>

<p>Pregnant Women</p>	<p>support upon arrival i.e. through the car park, whilst waiting for entry, removal of shoes, ensuring hand hygiene etc which may require Sevadars to assist.</p> <p>Guide Dogs/ Working Dog only allowed with their owner into the lobby only of the Gurdwara</p>	<p>with clear communication asking them not to attend if at all possible.</p> <p>Safety concerns with anyone who is partially/ blind with their guide dog attending. Care must be taken to ensure safety of others who may be allergic to dogs.</p> <p>NO PETS are allowed inside the Gurdwara Langar Hall or Darbaar Sahib.</p>	<p>and vulnerable Sangat with Darshan.</p> <p>If children attend with parents, we expect those parents to ensure their children maintain the hand hygiene, observe the social distancing measures and refrain from using the toilets.</p> <p>A person who is coming into the Gurdwara with their Working Dog/ guide dog. Will be supported whilst they are in the Gurdwara. The guide dog can either be tied outside main entrance or inside near the shoe rack. A Sevadaar will be on hand to help and assist the member to get their blessings and bring them back to their dog.</p> <p>Pets must be either on a lead tied outside the main entrance. Or held by another person whilst owner gets their blessings.</p>
<p>2. ENTRY</p>			
<p>Temperature Checks</p>	<p>Temperature checks are necessary to confirm that Sangat are not symptomatic upon arrival.</p> <p>The thermometer must be non-touch to reduce the risk of cross-contamination from person to person.</p>	<p>Risk mitigation will be with the use of an infra-red no-touch thermometer to check temperatures.</p> <p>A Sangat member who presents with a high temperature or Covid-like symptoms (persistent cough, cold, sore throat, loss of taste/smell or breathing difficulties) or who has entered the UK in the preceding 2 weeks may be refused entry.</p>	<p>To train Sevadars with the necessary training on the use and logging of temperature checks. On the head/wrist.</p> <p>In the case of a Sangat presenting with a temperature above 38 degrees centigrade</p> <p>A non-touch thermometer is being used to check temperature upon arrival. Entry to be refused where presented with any of the Covid-like symptoms.</p>
<p>Register</p>	<p>In order to facilitate 'Trace and Search' all</p>	<p>A register is available at front entrance desk</p>	<p>Management recommend sangat to use their own pens.</p>

	visitors to sign a register on entry providing name, address, telephone number and time of arrival / departure.	for completion by attendees. One Sevadar to be positioned in front lobby during diwans to ensure queuing / shoes / hygiene procedures / track and trace are all properly and safely undertaken.	If not pens are available , and will be sanitized after each use. The completed sheets are securely held for upload to Track & Trace, and destroyed after 21 days. To continue using NHS QR code / phone app or complete the hard copy of Track & Trace sheet. To continue to have Sevadars present whenever possible in lobby area to ensure hygiene, social distancing, PPE from the outset.
PPE Sevadars & Granthis	There is a risk of infection spreading from Sangat to Sevadars and the Granthis from human contact.	Risk to Sevadars and Granthis mitigated by the use of face coverings / masks and gloves where appropriate. Risk further mitigated by social distancing measure that cordon off Bir Sahib and Keertan stage so that Sangat are prevented from doing parkarma and are obliged to maintain a 2 metre distance from the Granthis.	Granthis use PPE during normal day and continuously disinfect areas touched by Sangat during Matha Tek restrictions. During Diwan time Sevadars take over to do the essential disinfection of touch hot-spots and wiping down of surfaces. Perspex screens in place in all necessary areas to enable small diwans / weddings / funerals to be held safely COMPULSORY to wear masks at all times whilst in premises. To offer masks and other PPE equipment to Sevadars wherever available.
PPE Sangat	There is a risk of infection spreading from Sevadars and the Granthis to Sangat from human contact.	Risk to Sangat mitigated by requesting Sangat to bring and use face coverings / masks and gloves where appropriate.	The need to bring your own face covering / mask and gloves has been communicated to Sangat. Signage in Punjabi requesting the wearing of face masks added a various locations (entrance and in the Darbar)

			<p>COMPULSORY to wear a face covering in places of worship as of 8th August 2020.</p> <p>Tie-back face masks for turbaned gents are available for Sangat.</p>
Lift	<p>The lift is located in the dining hall. It is in a confined space and the social distance of 2 metres cannot be maintained if an elderly or physically disabled Sangat member requires assistance.</p> <p>There is also a risk of contamination in repeated use of the lift operating buttons by different individuals, even when hygiene precautions have been taken.</p>	<p>Mitigation of the risk of any cross-contamination is best achieved by designating the lift out of action until further notice.</p> <p>It is located in the dining hall which is to be cordoned off when NO LANGAR restrictions apply.</p>	<p>Communication to Sangat reiterates the request for those who are elderly, vulnerable, with limited or restricted mobility to stay at home.</p> <p>Lifts is available and if used will be wiped down as part of hygiene and disinfection of touch spot procedures by the Sevadars.</p>
3. FACILITIES			
Hygiene	<p>There is a risk of contaminating frequently touched surfaces or being contaminated by such surfaces that are already contaminated.</p>	<p>Risk is mitigated by providing hand sanitising gel at the door upon entry.</p> <p>Risk is mitigated by the provision of hand-washing soap and paper towels at the lobby sink.</p> <p>Risk is mitigated by NOT using electric hand dryers at all.</p> <p>Risk is mitigated by frequent daily disinfection of common touch points and by asking all to wear PPE where</p>	<p>Alcoholic gel has been cited as a potential issue; however, the larger Gurdwaras have taken a pragmatic view. Similarly, Croydon Gurdwara accepts the need for safety and hygiene outweighs the fact that the gel contains alcohol (such gel is used externally on the hands only and not ingested internally).</p> <p>Hands washing facilities and disposable paper towels have been supplied. Hand dryers will NOT be used.</p> <p>Installation of white foam / wipe able mats within Darbar (2m x 1m each) for Sangat to sit individually or as bubbles.</p>

		<p>possible.</p> <p>Risk is further mitigated by cordoning off / taping off / restricting access to frequently touched objects such as the Golak.</p> <p>One Sevdar to be positioned in the Darbar during diwans to ensure hygiene procedures are frequently, properly and safely undertaken. This is addition to wiping of all Darbar touch surfaces and mats after each Diwan.</p>	<p>Diagrammatic signage also put up asking for Sangat to sit only on the white mats so that these surfaces can be properly and efficiently disinfected.</p>
Toilets	<p>The limited number of toilets presents a contamination risk to Sangat. In particular, urinals have been found to be more problematic.</p>	<p>Risk is mitigated by closing off all toilet facilities until further notice.</p> <p>In emergency where a Sangat member is unable to wait, the toilet must be wiped down by them or a Sevdar before re-use.</p> <p>A detailed daily and weekly cleaning log has been put in place and carried out by the Sevadars on duty and signed off when done. Attached to the door.</p>	<p>It is envisaged that there will be a need for toilet facilities in case of urgency. The men's and ladies toilets are closed off and only the single ground floor disabled toilet will be kept in use.</p> <p>Paper towel dispenser in place, additional signage in Punjabi placed near sink to advise of thorough hand washing. A large bin has been installed for touch-free disposal of paper towels.</p> <p>Sevdar to daily/weekly as appropriate clean and disinfect the toilet. Top up paper towels, hand wash and toilet rolls/wipes if and when required.</p>
Rumaals / Chunnis	<p>There is a risk, albeit limited, of transfer of Covid-19 via cloth.</p>	<p>Risk is mitigated by the removal of shared rumaals and chunnis in the Gurdwara premises.</p>	<p>All head coverings removed from lobby.</p> <p>The need to bring a rumala / chunni together with a face</p>

		Sangat will be asked to bring their own head-covering as appropriate.	covering has been communicated to Sangat. No shared items to be provided / used on site.
4. BUILDING ACCESS			
Lobby	<p>There is a risk of contamination of common parts, floor surfaces and frequently touched points.</p> <p>The area is also of concern as it is small, confined and not well-ventilated.</p>	<p>Risk is mitigated by frequent and daily disinfection of common parts, floor surfaces and frequently touched points including the lobby area.</p>	<p>Closure of men's toilet, the lobby will only be a pass-through and Sevadars will ensure Sangat do not stay in this area for any longer than absolutely necessary.</p>
Staircase	<p>There is a risk of infection when using the staircase as this is narrow and cannot provide the 2-metre distance to separate those going up from those coming down.</p>	<p>Risk is mitigated by frequent and daily disinfection of the handrails, the middle doorway.</p> <p>Risk can also be partly mitigated if arrangements are made for Granthis and Sevadars to access the staircase at the rear of Maharaj, however this area will be cordoned off for the safety of the Granthis to maintain social distance.</p> <p>It is not possible to have one-way traffic going up and down the single staircase as it is of an insufficient width.</p> <p>Risk can therefore only be further mitigated by strictly restricting the number of people inside the Gurdwara at any given</p>	<p>Sevadars will manage the flow of Sangat going in and up to Darbar via the staircase. Similarly, Sevadars will manage Sangat coming out of Darbar and down the staircase.</p> <p>Sangat remove / collect shoes from entrance and the only attendees in the lobby reception are those using the loo, disinfecting/washing hands or completing register. As a result, the staircase remains relatively free and for attendees to wait at top / bottom to allow each other to use staircase one at a time.</p>

		time. This will minimise/ avoid the need for Sangat / Granthis / Sevadars to pass one another as they go up / come down via the stairs.	
Staircase Carpet	There is a risk of contamination as carpet cannot be easily disinfected.	Staircase cannot be covered with sheets as this would be a trip hazard. Fogging equipment required as a benefit for the health and safety of the Gurdwara.	Contamination on feet assessed to be low as it would require touching of contaminated hands to contaminate feet and then contaminate carpet. Fogging equipment has been brought and has been planned every 3 months or earlier dependant on the Covid situation.
Darbar Carpet	There is a risk of contamination. The risk is especially high at the front near Maharaj if a rug or additional carpets are placed for Matha Tek.	Risk is mitigated by removing all rugs, loose carpets and covering the Darbar with washable sheets. Sheets to be removed and changed daily especially in 'hot spot' areas such as In front of Golak where Sangat bows to Matha Tek One Sevdar to be positioned in the Darbar during diwans (on a separate mat) to ensure hygiene procedures are frequently, properly and safely undertaken. This includes disinfecting Matha Tek area and mats after each use and wiping of all Durbar touch surfaces and mats after each Diwan.	Consideration given to use of wipe able mats within Darbar where Matha Tek and Sangat sit so that these surfaces can be properly and efficiently disinfected. For matha tek a White foam sheet cut to size and easily wiped down / disinfected after each individual/family complete their Matha Tek and at the end of each day. Disinfection by way of fogging last took place in October 2020 All other cleaning and hygiene procedures to continue

<p>Darbar</p>	<p>There is a risk of infection if Sangat do not maintain the social distance by standing 2 metres apart when waiting to Matha Tek or if they do not sit 2 metres apart when performing individual prayer.</p> <p>There is a risk of contamination from too many people being in the Darbar at one time.</p> <p>The risk can be further added if sangat spends an extended period of time in the Darbar, during the higher risk period.</p>	<p>Risk is mitigated with ventilation and keeping some windows open to maintain fresh moving air during Gurdwara opening times.</p> <p>Risk is further mitigated if all Sangat follow the markings along the central carpet for Matha Tek.</p> <p>Risk is also mitigated if Sangat sit 2 metres apart in the Darbar.</p> <p>Risk is mitigated if Sangat depart quickly and do not stay in the Darbar for extended periods of time. A limit of 15 minutes has been agreed.</p> <p>One Sevdar to be positioned in the Darbar during diwans to ensure hygiene procedures are followed, properly and safely undertaken. This is to ensure disinfection is carried out of all touched points in the Darbar.</p>	<p>Background prayers will be Chaupai Sahib/ Gurbani playing whilst Matha Tek sessions.</p> <p>Worshippers to be seated on white mats which are spread across with the 2 meter rule that will be wiped down / disinfected in between events.</p> <p>Where a family attends together and resides in the same household, allowances made for them to be seated close together.</p> <p>Updated signage placed on Time limit not enforced where worshippers attend for individual prayer.</p> <p>Lifecycle events and diwans are subject to individual times / periods.</p> <p>Plastic screens have been erected in front of Giani Jis to enable safe Keertan during diwans.</p> <p><u>Dependant on which tier and restriction we are in:</u></p> <p>Tier 2-3 Can only interact indoors with your own households</p> <p>Individual prayer – (includes a family group from a single household). Must wear face coverings, must maintain social distance and must be respectful of the limitations of space so that safe numbers (15-30) are maintained at all times and in all areas of the building.</p> <p>or</p> <p>Communal Led prayer (family of 6)</p>
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			<p>Diwans -as above. Lifecycle events – as above</p> <p>Weddings – Tier 2-3 = 15 people Tier 4 = 6 people</p> <p>Funerals - maximum of 30 people may attend.</p>
Parshad	There is a risk of contamination in serving karah prashad to Sangat	<p>Risk is mitigated by not serving prashad person to person.</p> <p>Instead prashad will be pre-bagged and available to collect at the door upon exit.</p>	<p>Parshad table set up in Darbar by the staircase. Will be cleaned/disinfected end of each day.</p> <p>Pre-bagged Parshad may be Degh or alternatively, Sukaa Parshad. Giani Ji need to wear PPE for serving of Parshad,</p> <p>No serving of Degh or Parshad at any time. Must ensure this is NOT consumed on site.</p>
Golak	There is a risk of contamination of the frequently-touched edges of the Golak where Sangat bow or lean for support as they rise.	Risk is mitigated by disinfection of all such frequently-touched surfaces using mild disinfectant on a daily basis by Sevadars.	<p>Consideration given to removal of golak and switching to the Keertan Bheta box to avoid bowing down / head touching or touching of golak.</p> <p>Eventually, it was decided to leave golak in place and to maintain frequent wiping with disinfectant before, during and after daily opening sessions.</p> <p>Keertan Bheta donation box placed alongside to maintain safe distance between Sangat and stage.</p> <p>To continue hygiene procedures as previously i.e. after every Darshan / Matha Tek. Remember, especially sides of Golak and the white foam mat where attendees bow down.</p>
Microphones	There is a risk of	Risk is mitigated by	Microphones area already

	contamination in using microphone and other stage / music equipment	disinfecting all surfaces using mild disinfectant on a daily basis.	placed for each Granthi. This equipment is included in daily cleaning schedules, by Sevadars.
5. DINING / FOOD			
Donations of Food	There is a risk of contamination from food produce / rations brought into Gurdwara	<p>Risk is mitigated by asking Sangat not to bring in rations or donations of food but instead, donate to the charity via card or online payment.</p> <p>Any rations or donations that are brought by Sangat are quarantined where possible or washed / wiped down with mild disinfectant to reduce risk of contamination.</p>	<p>When Gurdwara is open for Darshan only – Matha Tek for brief visits only. Langar will be not be served, tea will not be made and that access to dining hall will be closed off altogether.</p> <p>Food and drink ('consumables') will remain limited to only those items essential to the act of worship itself i.e. Parshad.</p> <p>During Tier 3 and 4 restrictions the dining area may be restricted and cordoned off and clear signage in Punjabi and English placed in-front on blue screens.</p> <p>No Langar to be prepared or consumed on site. Exception is for the resident in-house priests who prepare their own meals for their own consumption.</p> <p>Similarly, kitchen is restricted to use by Giani Jis and signage requesting no-entry has been placed in front of kitchen entrance for the avoidance of doubt.</p> <p>During Tier 2 a Deep clean took place allowing the kitchen and dining areas to be used and open. Rear storage areas have been cleaned and Sangat may donate provisions.</p>

			All outer packaging to be wiped down with disinfectant before storing.
Dining Hall	There is a risk that Sangat may congregate in the dining hall area or use dining hall seating as they arrive / depart for longer than the allowable 15 minutes. However, this is an enclosed space and cross-contamination may occur by an individual who is A-symptomatic.	<p>Risk could be mitigated by ventilating the dining area during Gurdwara opening to enable cross-ventilation to occur in the lobby area as the doors are open/closed.</p> <p>Risk is better mitigated by cordoning off the dining area altogether when no food or drink is to be prepared by or served to Sangat.</p>	<p>Blue screens used for blocking access from lobby to dining area. During Tier 3 and 4 restrictions - dining hall should be left empty as no food is being prepared or served. Tier 3-4</p> <p>During Tier 2 conditions, the tables and chairs are laid out taking into account the 2 meter rule and social distancing and markings. Where normally 270+ would sit for langar. Limited it to only 30 persons in the dining hall at any one time is implemented.</p>
Kitchen	Due to the size of the kitchen, there a risk of contamination by individuals attending the Gurdwara.	<p>Risk is mitigated by restricting use of the kitchen to the Granthis only.</p> <p>The Giani Jis will prepare Karah Parshad and pre-bag this for Sangat. Alternatively, they will pre-bag Sukaa Parshad as blessed food.</p>	<p>Kitchen is only used by Granthis and clear signage placed outside to confirm no entry and that no Langar is to be prepared or served. During Tier 3-4 restrictions.</p> <p>During Tier 2 Deep clean took place allowing kitchen to be open and used for preparation of tea and reheating of pre-prepared food for Sangat events.</p>
Langar & Hospitality	Due to the risk of infection, Langar is not being prepared in the Gurdwara Kitchen. A request came in December 2020 for	<p>Risk is mitigated by continued reliance upon Sangat members who have provided Langar Seva to elderly and vulnerable persons in the community in a safe and responsible manner from their own homes.</p>	<p>Sevadars to maintain a record of any elderly or vulnerable attendees who are in need of Langar Seva as this can be arranged / organised</p> <p>During Tier 2 Installation of serving screen in dining hall on 1st August 2020 allowed safe serving of Langar. Started with tea and light snacks / pre-prepared food. Finally</p>

	<p>Hot Meals required for people in hostels who are self isolating by Croydon council Interim Head of Early Intervention and Resident Access</p> <p>A separate Langar Risk Assessment required if this goes ahead.</p>	<p>Requested Sevadars to enrol on the Level 2 Food Safety and Hygiene course</p> <p>Hot food for distribution to hostel isolators in association with Croydon Council. The food registration held by the Siri Guru Singh Sabha Croydon Gurdwara will cover the food being distributed. Confirmed by Special Events team. 9/2/2021</p>	<p>prepared and served Langar after 11 Sevadars completed the level 2 food hygiene course.</p> <p>Tier 3-4 restrictions Agreed that Langar will not be prepared or served during these restrictions.</p> <p>The food registration held by the Siri Guru Singh Sabha Croydon Gurdwara will cover the food being distributed. Confirmed by Special Events team. 9/2/2021.</p>
<p>Parshad</p>	<p>There is a risk of contamination in the preparation and serving of prashad to Sangat.</p>	<p>Risk is mitigated by restricting preparation of prashad to Granthis who will do this with sucham and using PPE where appropriate.</p> <p>Risk is further mitigated by Granthis pre-bagging prashad for distribution to Sangat as they depart from the Gurdwara.</p>	<p>Giani Jis and Sangat to wear PPE when undertaking Parshad seva.</p> <p>Giani Jis will prepare and pre-bag Parshad / Degh or Sukaa Parshad for worshippers to take away with them.</p>
<p>6. DEMOGRAPHIC</p>			
<p>Increased Risks of Covid-19</p>	<p>The risk of COVID-19 is higher amongst the Asian communities and a high proportion of our Sangat are elderly and/or vulnerable.</p> <p>Medical evidence suggests Covid-19 affects a disproportionate number of ethnic minorities. In addition, our Sangat is more exposed from known health vulnerabilities such as</p>	<p>Risk is mitigated by streaming daily prayers via YouTube.</p> <p>We shall continue to reiterate the message to our elderly and vulnerable Sangat to remain at home and not to attend Gurdwara at this time.</p>	<p>The advice to elderly and vulnerable Sangat members not to attend has been communicated.</p> <p>For possible discussion in further phased opening -when/if the Gurdwara re-opens more fully and serves Langar / tea etc, in order to reduce the risk, to consider separating programmes or days just for the elderly (aged > 65 years) and those in the vulnerable groups, diabetes, severe asthma, cancer, hypertension or other known vulnerability.</p>

	hypertension, diabetes and obesity.		
7. EXIT			
Lobby	The lobby which a very confined space. Risk of cross-contamination if someone is A-symptomatic.	A one-way system of entry/exit is preferable.	Risk considered but due to the space limitations, we have placed reliance on Sevadars to manage flow of Sangat in the lobby area and avoidance of incoming/outgoing Sangat passing one another Entire area disinfected via fogging in October 2020. To continue cleaning as and when required.
8. TEST, TRACK & TRACE			
Protocol	There is a risk that Sangat members attending may be A-Symptomatic when they attend and not display any outward or obvious signs of infection. Sangat members may then go on to display symptoms some days after attending Gurdwara. If attendees are not logged, it may prove difficult to warn others or adhere to the Government's 'Test, Track and Trace' Protocol	Risk is mitigated by requiring all attendees to register / log each visit. Details will be held on file securely in accordance with GDPR regulation and used in case of enquiry by officials administering the 'Test, Track and Trace' scheme.	Agreed that anyone displaying any Covid-19 symptoms will be advised to undertake a test and to self-isolate immediately and for a minimum of 14 days. Anyone displaying obvious symptoms of Covid-19 may be refused entry to the Gurdwara at the discretion of Sevadars. Temperature checks as well as Track N Trace logs and NHS QR scans monitored all the time.
9. INFECTION CONTROL			
General cleaning and deep cleaning	The key risk is the spread and resurgence of Covid-19 There is a risk of contamination and cross-contamination	Infection control is being managed by deep cleaning undertaken by specialist external companies for kitchen and washroom facilities.	Originally obtained quotations for deep cleaning and during this time relied on Sevadars for daily cleaning and disinfection routines. Sevadars undertaking cleaning, disinfection of all common

	<p>in all areas of the building.</p> <p>There is particular risk with door handles, light/electric switches and frequently touched surfaces such as swing doors, stair rails and taps – all of which require special and frequent attention to minimise risk of spreading any infection.</p>	<p>Sevadars will undertake additional frequent (minimum on a daily basis) disinfection of all common parts and frequent touch points. All areas of the premises will be thoroughly cleaned and decontaminated each day after Sangat has left.</p> <p>A dedicated team of Sevadars wearing PPE are needed for this daily task and they must be supplied with adequate cleaning detergents and materials.</p>	<p>parts and kitchen / storage /dining areas.</p> <p>A Deep cleaning of entire premises undertaken 1st August 2020. Outside areas also renovated, cleaned and disinfected wherever possible.</p> <p>Nov 2020 – Entire premises disinfected (Oct 2020) via fogging purchased for the Gurdwara.</p> <p>To maintain all cleaning schedules daily and weekly and implement disinfection as often as possible required by Sevadars.</p>
10. FUNERALS			
	<p>Coffins and funeral caskets may not be brought onto the Gurdwara premises.</p> <p>Due to the risk of infection, Giani Ji can attend to read the last rites and prayers to a small group of close family at the cremation.</p>	<p>Funeral risks are mitigated by Giani Ji attending with PPE to carry out the funeral service in accordance with Sikh Maryada.</p>	<p>Funeral requests to be dealt with as programme bookings on a case by case basis and strictly limited to maximum of 30 immediate close family.</p>
11. WEDDINGS			
	<p>Allowed and limited to Dependant on which Covid Restrictions e</p> <p>Tier 2- = 30 attendees Tier 3 = 15 attendees Tier 4 = 6 attendees – only if either person or family member is seriously ill. Or No Weddings / allowed.</p>	<p>Risks as identified throughout this document.</p>	<p>Wedding requests to be dealt with as programme bookings on a case by case basis.</p> <p>Anand Karaj prepared by Surinder Kaur Sahota, Covid-19 Compliance Officer.</p> <p>Weddings will take place according to Covid restriction guidelines at that time.</p> <p>Food may or may not be</p>

12. RELIGIOUS FESTIVALS	E.g. of recent event		served dependant on tier
	<p>These events are spiritual / historical and important to the Sikh community.</p> <p>During these events, huge people may attend as individuals or family bubble.</p> <p>Time allotted for these events</p> <p>Capacity of Gurdwara With the 2 meter social distancing rule.</p> <p>30 can sit in Darbar 30 can sit downstairs in the Langar hall, until someone leaves the Darbar hall.</p> <p>What factors are in place besides all of the above already covered,</p> <p>Under Tier 2: What has been written is what took place and will be used as the guideline.</p> <p>Under Tier 3-4 All special events are done via Live stream only.</p>	<p>Risks as identified throughout this document</p> <p>Hours may vary accordingly dependant on what is planned and how to allow people to attend.</p> <p>Capacity monitoring</p> <p>A dedicated team of Sevadars wearing PPE are needed for this daily task and they must be supplied with adequate cleaning detergents and materials.</p> <p>In case of adverse weather, the dining hall will be prepared properly ventilated, tables/chairs removed and social distance maintained. To allow Sangat to stand and await their turn to go into Darbar hall.</p> <p>If there are more than 15 attendees in the Darbar at one time attending for individual prayer?</p> <p>PROCESS: A person will enter via the small wooden gate and be guided accordingly by the volunteer and queues. Have their</p>	<p>Under Tier 2: 2020 Guideline Bandhi Chor Divas and Guru Nanak Dev Ji Birthday Ji Celebrations:</p> <p>Event hours are different and this is to allow flow of people to attend to avoid overcrowding and be managed well with the volunteers.</p> <p>12 Sevadars managed crowds and to maintained safety of numbers and social distancing, throughout the whole site.</p> <p>The car park gate was closed and used for queuing with the 2m social distancing</p> <p>Temperature control checks, the wearing of face masks and hand sanitisation to be enforced</p> <p>Volunteers will control numbers of attendees around the shoe rack and up/down the stairs so as to limit time taken and also to ensure one-way traffic.</p> <p>Volunteers will maintain the Track N Trace register or assist attendees with the NHS QR scan</p> <p>Background spiritual music or prayers will be played continuously via streaming and screens.</p> <p>Volunteers in the Darbar will guide individuals and family bubbles to queue to pay their respects and maintain social distancing.</p>

		<p>Temperature checked / sanitize their hands after removing their shoes and either fill the Track n Trace or use their phone and scan the NHS QR code.</p> <p>Volunteer will then guide them accordingly to Langar Hall or Darbar hall again dependant on queues.</p> <p>On entering the Darbar Hall will go and take a bow in front of our Holy bible (Guru Granth Sahib) then go and collect their Parshad.</p> <p>Volunteer will guide them ready to do go down the stairs, where they will collect their shoes and leave the building.</p>	<p>The white mats in the Darbar will be sanitised by volunteers after each use and attendees not encouraged to remain in the Darbar for more than Matha Tek and receiving of blessed Parshad.</p> <p>Similarly, a volunteer will monitor attendees bowing down next to the Holy Granth Sahib and will wipe down the mat with Covid Antiviral Cleanser after each person bows down. The frequent touch points in that area (golak) will also be wiped after each contact.</p> <p>Volunteer prashad monitor will ensure blessed food is already bagged and ready for them to collect as they exit.</p>
13. PUNJABI SCHOOL			
	<p>There is a risk of infection spreading from Sangat to Sevadars from human contact.</p> <p>DSL LEAD Teachers</p> <p>Teaching subjects- Simran –Prayers Santhiya – reciting Sakhi – story time</p>	<p>All DSL and teachers are DBS certified. Parents of children 5 years and above can only drop and collect once settled in their group.</p> <p>Only parents allowed to stay with children under the age of 5.</p> <p>All Children to bring their own PPE / head covering and follow</p>	<p>DSL and teachers to layout the tables chairs ensuring social distancing. Disinfect the tables and chairs before children arrive.</p> <p>Children to await until their teacher calls them and sit them accordingly.</p> <p>All teaching to be done using your own books/ pens with teacher dictating and using material available.</p>

	<p>Gurumukhi – learn the alphabet</p> <p>Keertan – music</p> <p>Sikh history – topic</p> <p>Speaking sessions – talking in your mother tongue</p>	<p>the guidelines</p> <p>Teachers to be prepared and ready to take their group with social distancing (6 children per teacher).</p>	<p>Ensure children do not run around and wash their hands after each lesson.</p> <p>School will be closed during Tier 3-4 rules.</p>
14. LIABILITIES			
	<p>There is a risk that Sangat members attending may be A-Symptomatic when they attend and not display any outward or obvious signs of infection.</p> <p>Sangat members may then go on to display symptoms some days after attending Gurdwara.</p> <p>If attendees are not logged, it may prove difficult to warn others or adhere to the Government's 'Test, Track and Trace' Protocol</p>	<p>Risk is mitigated by requiring all attendees to register / log each visit.</p> <p>Details will be held on file securely in accordance with GDPR regulation and used in case of enquiry by officials administering the 'Test, Track and Trace' scheme.</p> <p>Gurdwara is not liable for anyone affected after attending.</p> <p>All who attend are doing so at their own risk.</p>	<p>Anyone displaying obvious symptoms of Covid-19 may be refused entry to the Gurdwara, and will be advised to undertake a test and to self-isolate immediately and for a minimum of 14 days.</p> <p>A note MUST be logged on the Track N Trace and inform the Corona Virus Compliance officer immediately.</p> <p>Who will then check and update the local authority of the situation.</p> <p>Gurdwara will not be held responsible for anyone affected by Covid-19.</p>

DOCUMENT CONTROL		
DATE	AMENDMENTS	NAME OF REVIEWER
17 January 2021	This document replaces any other document prior to this date.	Surinder Kaur Sahota Corona virus Compliance Officer
18 January 2021	A separate Langar Risk Assessment required, but can only be submitted once Gurdwara will start to Support Croydon Community when request received from Croydon council.	Surinder Kaur Sahota. Corona virus Compliance Officer
9 February 2021	Section 5 updated as per email from Special Events team confirmed that no need for a separate Langar risk Assessment as The food registration held by the Siri Guru Singh Sabha Croydon Gurdwara will cover the food being distributed.	Surinder Kaur Sahota Corona virus Compliance Officer
15 February 2021	Guide Dog noted on section: 1 has been added – No pets allowed in langar hall or Darbar sahib.	Surinder Kaur Sahota Corona Virus Compliance Officer