



Covid Risk Assessment for Remembrance Sunday service

Event / Activity	Civic Remembrance Sunday service
Location	War Memorial, Wall Hill Road/Hammerwood Road, Ashurst Wood
Date of Event	Sunday 8 th November 2020
Organised by	Ashurst Wood Village Council
Date of Risk assessment	20 th October 2020

No.	What are the hazards?	Who might be harmed?	Risk Level High, Medium, Low	What are you already doing to control this risk?	Are additional measures necessary?
1	Risk of fine of up to £10,000 for organising an event attended by more than 6 people	Ashurst Wood Village Council	Low	The Council is a public body and is permitted by law and government guidance to organise an event attended by more than 6 people. A Risk assessment has been carried out and all reasonable steps will be taken to control risk of transmission and maintain social distancing	Ensure Highways Authority and Police aware of event. Notify Council insurers.
2	Further national or local restriction imposed, making it illegal or impossible to proceed with event	Ashurst Wood Village Council, all attendees	Low	Monitor law and government announcements regularly.	Reduce attendance (eg wreath layers only) if possible to comply with law, or cancel if necessary. Advise public accordingly.
3	Risk of covid-19 transmission – wreath laying	Wreath layers, organisers, speakers	Low	<ul style="list-style-type: none"> • All wreath layers to stand 2 metres apart • Only one person at a time to be on War Memorial • Only one person to handle a wreath 	Liaise with wreath layers.

No.	What are the hazards?	Who might be harmed?	Risk Level High, Medium, Low	What are you already doing to control this risk?	Are additional measures necessary?
				<ul style="list-style-type: none"> • Sanitising of hands before and after laying wreath • Hand rail on War Memorial steps to be cleaned before and after event 	
4	Risk of covid transmission - general	Stewards, volunteers, wreath layers, Clergy, general public including children, elderly, disabled and expectant mothers	Low	<p>Event takes place outside, is short in duration, and transmission rates in Mid Sussex are low</p> <ul style="list-style-type: none"> • Strict social distancing to be maintained • Households, including support bubbles, may stand together, but must not mix outside own household/group • Anyone who is symptomatic, has tested positive or is self-isolating must not attend • All attendees to wash or sanitise hands before and after event • Face coverings may be worn by attendees • No physical contact between attendees unless members of same household or support group • No socialising after event has concluded and roads reopened 	<p>Newsletter to be distributed to include reminders about social distancing, also publicity on Council website and local social media.</p> <p>Announcement at start of event to remind public.</p>
5	Legal claims against Council by anyone who becomes ill with Covid-19 after event	Village Council	Low	Council has taken all reasonable steps and has Public liability insurance of £10 million.	