

# LJS Cemetery, Pound Lane, Willesden

## Risk assessment for Covid-19 Virus

Area assessed	Whole cemetery (includes an assessment of risk for when visiting is permitted following lock down)
Undertaken by	Trevor Haynes
Date	3 January 2021
Review date	February 2021

What are the hazards?	Who might be harmed and how?	Mitigating actions	What further action is necessary?	Action by whom?	Action by when?	Done
Spread of virus among mourners	<ul style="list-style-type: none"> <li>All users through contact and close proximity</li> </ul>	<ul style="list-style-type: none"> <li>All funeral services to be booked at least 24 hours in advance with Cemetery Superintendent</li> <li>The number of mourners is restricted to 30 by law (15 persons for events such as stone-settings) but a lower number is in place for ease of supervision</li> <li>Record names and contact details of all users for effective track and trace</li> <li>All users to adhere to rigorous hand and respiratory hygiene measures at all times. Hand sanitiser or sanitising wipes should be used regularly while outside of the home</li> <li>All users must wear face covering</li> <li>All users to use sanitizer when entering and leaving</li> <li>Maintain strict social distancing and follow the latest guidance available</li> <li>All mourners must stay at least 2 metres away from others outside their household or support bubble</li> <li>People who are required to self-isolate should not attend a funeral to reduce the risk of spread to other mourners</li> <li>Display information regarding social distancing at entrance gates and prayer hall; and ensure it is read by mourners and visitors</li> <li>Implement one-way system to ensure no clashes between people entering and leaving</li> <li>Consider how to manage the flow of mourners and visitors in and out of the cemetery to minimise overlap between different groups and allow for adequate cleaning</li> <li>Advise mourners to travel to the cemetery via the safest route possible, preferably in a car by themselves, or with someone from their own household or support bubble</li> <li>Consider the additional risk involved if attending the funeral requires travel by public transport</li> <li>All refuse to be safely discarded</li> </ul>	<ul style="list-style-type: none"> <li>All users to agree that their contact details be kept (GDPR). Records to be kept for 3 weeks only</li> <li>Provide sanitizer at entrance to cemetery and at entrance to prayer hall</li> <li>Ensure mourners are shown to seating as quickly as possible</li> <li>Rabbi to direct mourners to leave burial site by a different route and to maintain social distancing</li> <li>Ensure sufficient supplies of consumables</li> <li>People must wear face coverings at indoor places where social distancing may be difficult or where they will come into contact with people they do not normally meet</li> <li>Mourners who are unwell with symptoms of COVID-19 should not attend a funeral but should self-isolate</li> <li><b>It is a legal offence</b> for a person who is required to self-isolate to attend a funeral under any circumstance other than the funeral of a close family member</li> <li>Mourners who are clinically extremely vulnerable may attend a funeral but are advised to keep social interactions low for their personal protection. It is important for them to: <ul style="list-style-type: none"> <li>maintain strict social distancing and follow the latest guidance</li> <li>practise rigorous hand and respiratory hygiene in addition to wearing a face covering</li> </ul> </li> <li>Mourners who live in a lower tier area should be discouraged from attending funerals</li> <li>Mourners who live in a higher tier area must continue to follow their tier rules if attending funerals</li> </ul>	Superintendent		

Spread of virus within prayer hall	<ul style="list-style-type: none"> <li>All users through use of pews</li> <li>All users through contact and close proximity</li> <li>All users through use of service books or shared items (kipot, tallitot, etc)</li> </ul>	<ul style="list-style-type: none"> <li>Introduce one-way system through prayer hall to ensure no clashes between people entering and leaving</li> <li>Open windows and doors to ventilate prayer hall</li> <li>Users should remain at least 2m apart from each other when queueing to enter the prayer hall during the service and when leaving</li> <li>All users must wear face covering</li> <li>No service books or other shared items to be used</li> <li>Spoken responses during worship should not be in a raised voice</li> <li>Pews and reading desks to be thoroughly cleaned before and after each service</li> <li>Use of mobile phones not permitted inside the prayer hall and used outside only in isolation from other users</li> </ul>	<ul style="list-style-type: none"> <li>Ensure two empty seats between individuals or family groups</li> <li>Leave a vacant row of seats between occupied rows</li> </ul>	Superintendent		
Spread of virus through contact with surfaces	<ul style="list-style-type: none"> <li>All users through contact with door handles, door plates and other hard surfaces</li> </ul>	<ul style="list-style-type: none"> <li>All door handles, door plates, light switches, handrails, storage cupboards and other hard surfaces to be cleaned and sanitized after each service and at the end of the day</li> <li>Taps for handwashing to be cleaned and sanitized frequently</li> </ul>	<ul style="list-style-type: none"> <li>Establish cleaning schedule to cover all areas to be cleaned and sign off on completion of each cleaning session</li> </ul>	Superintendent		
Spread of virus through toilet use	<ul style="list-style-type: none"> <li>All users through use of hand-driers</li> <li>All users by access to refuse bins</li> <li>All users through touching toilet cubicle doors, toilet roll holders and toilet flush controls</li> </ul>	<ul style="list-style-type: none"> <li>Toilets to be kept locked out of use until further notice</li> </ul>	<ul style="list-style-type: none"> <li>Temporary facilities to be provided</li> </ul>	Executive Director		
Spread of virus through performance of music	<ul style="list-style-type: none"> <li>All users through the increased spread of saliva droplets through singing or playing of instruments</li> </ul>	<ul style="list-style-type: none"> <li>Avoid playing musical instruments that are blown.</li> <li>Some professional, socially-distanced vocal or instrumental contributions can be included, either indoors or outdoors, but outside wherever possible.</li> <li>Singing should be limited to a small, set group of no more than 6 people, staying at least 2 metres apart and 3 metres from mourners; and should not include audience participation</li> </ul>	<ul style="list-style-type: none"> <li>Use plexi-glass screens to protect mourners from the singers; otherwise singers must not face mourners</li> <li>Consider use of sound recordings instead of live performers</li> <li>Organs and pianos can be played for faith practices, as well as for general maintenance, but they should be cleaned thoroughly before and after use</li> </ul>	Executive Director/ Superintendent		
Spread of virus among visitors ( <b>when permitted</b> )	<ul style="list-style-type: none"> <li>All users through contact and close proximity</li> </ul>	<ul style="list-style-type: none"> <li>All visits to be booked at least 24 hours in advance with Cemetery Superintendent</li> <li>Record names and contact details of all users for effective track and trace</li> <li>All users to adhere to rigorous hand and respiratory hygiene measures at all times. Hand sanitiser or sanitising wipes should be used regularly while outside of the home</li> </ul>	<ul style="list-style-type: none"> <li>All users to agree that their contact details be kept (GDPR). Records to be kept for 3 weeks only</li> <li>Provide sanitizer at entrance to cemetery</li> <li>Ensure sufficient supplies of consumables</li> <li>Visitors who live in a lower tier area should be discouraged from visiting the cemetery</li> </ul>	Superintendent		

Spread of virus among visitors ( <b>when permitted</b> ) (Cont'd)	<ul style="list-style-type: none"> <li>All users through contact and close proximity (Cont'd)</li> </ul>	<ul style="list-style-type: none"> <li>All users must wear face covering</li> <li>All users to use sanitizer when entering and leaving</li> <li>Maintain strict social distancing and follow the latest guidance available</li> <li>All visitors must remain at least 2 metres away from others outside their household or support bubble</li> <li>Reiterate the need to stay at home if visitors are unwell with symptoms of COVID-19</li> <li>Display information regarding social distancing at entrance gates and prayer hall; and ensure it is read by mourners and visitors</li> <li>Advise visitors to travel to the cemetery via the safest route possible, preferably in a car by themselves, or with someone from their own household or support bubble</li> <li>Implement one-way system to ensure no clashes between people entering and leaving</li> <li>All refuse to be safely discarded</li> </ul>	<ul style="list-style-type: none"> <li>Visitors who live in a higher tier area must continue to follow their tier rules if visiting the cemetery</li> </ul>			
Risk of Legionella build-up in water systems	<ul style="list-style-type: none"> <li>All users as Legionella bacteria can build up in water systems that are unused when premises are left unoccupied</li> </ul>	<ul style="list-style-type: none"> <li>Flush through hot and cold water systems each week by running hot and cold taps for at least 5 minutes</li> </ul>				

Updates from previous issue:

	Item	Date
1	Additional risk of Legionella build-up identified and mitigation added	3 January 2021
2		
3		
4		