

COVID-19 Risk Assessment for [Insert Mosque Name]

Prepared By (Print Name)	Signature	Date	Authorised By (Print Name)	Signature	Date
		DD/MM/2020			DD/MM/2020

For every concern outline below, outline potential mitigations, and your final agreed actions with your trustees/persons who are legally liable for your building.

Ensure each action is assigned a person and deadline for being completed.

All actions are recommended to be completed at least 7 days before the date you plan to reopened for service to ensure sufficient time is left to account for last minute changes and considerations.

		Concern	Potential Mitigations	Actions	By Who?	By When?	Complete?
Pre-opening	1	Lack of accountability and focus	Appoint a safety officer	Assign trustee/Head of Operations			Yes/No
	2	Not considered all the risks	Carry out a Risk Assessment	Prepare risk assessment, meet with trustees for review, request Insurance company to be part of risk assessment			Yes/No
	3	Coronavirus around the masjid	Deep Clean prior to opening	Book a carpet cleaner, sanitisation company, however if mosque has been empty for over 72 hours, safe to assume no deep clean required			
	4	Cleaning requirements	Review cleaning schedule for timings.	<ul style="list-style-type: none"> - Decide on high usage areas and frequency of cleans - cleaning schedule. - Stock up on cleaning material - sanitisers, detergents etc 			
	5	Social distancing	All to pray whilst maintaining social distancing	<ul style="list-style-type: none"> - Fiqh guidance to produced and issued by dawah dept - Mark out 2m spaces - Prepare posters and signs 			
	6	People don't understand the 'new norm'	More guidance	<ul style="list-style-type: none"> - Guidance on social media - Posters 			

Restricting premises to essential usage only	7	Madrasah	To stay online until at least September.	Teachers, parents and children informed			
	8	High numbers in the masjid	No young children e.g. under 12's allowed (young children will not understand social distancing)	Incorporate into guidance for congregation and posters			
	9	Reception area	Reduce reception hours to stop the lobby area filling up with people.	Advertise new hours, mark out 2m seating in lobby			
	10	High traffic due to services	Limit services on-site. Keep others online.	- Services which can adhere to social distancing can use the site. Others which can stay online to remain online - legal surgery, job club, imam Q&A etc			
	11	Spread of infection at Wudhu area	Close off Wudhu area.	Seal area off, advise wudhu must be made prior to attending masjid. Only allow people to access by asking staff on an exceptional basis.			
	12	Car Park Congestion	Keep closed depending on numbers of attendees allowed.	Lock car park and posters/signs advising car park closed. Will help with 1 way flow system			
	13	Elders, vulnerable & sick	Elders, vulnerable and sick advised to stay away. Keep them in a separate room if they turn up.	- Incorporate into guidance for congregation and on posters - Advise to stay home on social media. Too difficult to identify people with pre-existing conditions.			
Daily Prayers	14	Congregation lingering in the masjid	Limited opening times	Signs outside mosque and on windows and on prayer timetable. Prayer stewards to advise people not distancing. Stewards to facilitate the crowd flow to allow space & time for shoes to be taken off/put on			
	15	Entrance - Congestion on entrance	One way system of flow	Agree single entrance and exit points and sign post. Keep doors wedged open to reduce contact of touching doors.			
	16	Spread of infection at shoe racks	Remove shoe racks and congregation to bring bags for	Incorporate into guidance for congregation and posters. Provide shoe bags			

			shoes				
	17	Prayer Hall - Spread of virus	Open windows	Appoint someone to open the windows daily			
	18	Prayer Hall - Spread of virus	Congregation to bring their own masalah, face masks and quran/phone app	- Inform congregation through guidance and posters - Remove Qurans from the masjid or cover the book shelves			
	19	Operationally managing it safely	Can we manage it safely - operationally?	First few days and trial runs with only staff and volunteers Promote on social media			
	20	Staff shortage to manage prayers	More staff to support prayers - e.g. fajr	Recruit volunteers			
	21	People don't understand new norm	More guidance	- Provide flyers - Imam make announcement after salah - Staff/stewards to speak to those not adhering to social distancing			
Staff / Volunteers	22	Staff/volunteers risk of catching virus	Decide on whether we require PPE	Either masjid purchases PPE for staff or staff purchase their own PPE			
	23	Staff/volunteers toilets	Multiple users of bathrooms and kitchens	Staff/volunteers to be allocated bathrooms to reduce over use of any 1 bathroom to reduce risk of infection. Mark out names on the bathrooms.			
	24	Transferable risk items	Restrict items that can transfer risk	Minimise cash changing hands, sharing stationery, office numbers, meeting areas, 1 pen for congregation at reception, contactless donations only on site			
	25	Cleaning	More regular cleaning of office spaces	Develop cleaning schedule for offices			
	26	Sharing of microphones	Avoid using microphone, or clean microphones regularly or provide separate microphones	Use separate microphones			
Jumuah	27	High attendance	Check fiqh - is it fardh for everyone to attend in light of the circumstances?	Imams to discuss and prepare guidance - who should attend, is it fardh, should we remain closed for jumuah? What is required of the community at this time?			
	28	High attendance	Consider smaller congregation	- several jamaat - check fiqh			

			numbers	- maximum numbers assessed and defined - stagger the jumuahs over a long period			
	29	Operationally managing it safely	Controlled trial run	- Trial run of jumuah with only staff and volunteers - Agreement on max numbers - Clear restrictions on type of attendees			
	30	Unable to distance in the masjid	Consider outdoor jumuah weather permitting	Investigate open areas or parks			
		Add more items as required					
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Additional Notes

This document is a template Risk Assessment adapted based on a high-level list of considerations kindly shared by Green Lane Masjid & Community Centre (GLMCC). Not all actions will be applicable to all mosques, neither is it a fully exhaustive list of considerations.

It should be adapted to your mosque's own local needs and context and based on latest government public health advice, insurance requirements, Imam/scholars input and advice from your designated legal adviser, medical adviser and other specialists in your community.

Risk Assessments are subject to change based on latest government regulations and should be reviewed regularly.

It is recommended to also liaise with your local authority, local public health officer and/or local police for advice and support.