



CHURCHES USED FOR TEMPORARY ACCOMMODATION

Safeguard your goodwill.

Church facilities are sometimes used for temporary accommodation. While these arrangements are designed to fill a short term need, some careful thought should be given as to all the requirements of the people using the facility to safeguard them during their stay. Some of the basic elements that need to be considered include:

- Obtain local Council permission first as often Church facilities are zoned as places of worship only. If Council approves, you must adhere to all their requirements – some of which are listed below.
- Smoke detectors within the facility - preferably remotely monitored.
- Availability of working toilets and showers.
- Arrangements made for issuing of keys and securing other buildings not required for access.
- Require a strict no flames policy within the facility.
- Assess any likelihood of Slip, Trips and Falls to ensure that the church building doesn't present a hazard for the occupants.
- Electrical Safety particularly for portable leads and appliances.
- Heating (portable fan heaters are strongly discouraged) and cooling availability and use.
- Using the Kitchen facilities safely and keeping it clean, including disposal of waste
- Noise restrictions particularly at night
- Parking availability.
- Security of building contents.
- Contact details to be shared with both parties

For more detailed information about the hire of church facilities please visit our website.

Manage the risks.

While normal insurance cover could respond to an event, losses associated with a church facility being used for temporary accommodation introduces complexities which may result in a delay to the claim process. When every effort is made to look after both people and property, persons staying onsite unsupervised presents risks that should be carefully managed.



COUNCIL APPROVED

Your church has sought and received local government council approval.



GOOD AMENITIES

Adequate toilets and showers are available, and they are safe to use.



SAFE FOR ALL

Guests have access to safe heating, cooling and food preparation areas.



OUTLINE EXPECTATIONS

The church has discussed noise, parking, security and emergency contacts with the visiting group.

READY TO HELP

Risk Management Service is a dedicated service department of the Seventh-day Adventist Church in the South Pacific.

rms.org.au

