

EMMANUEL CHURCH, SALISBURY

COVID-19 – Guidance for the Resumption of Church Meetings

Objectives

To enable Emmanuel Church to resume meetings in a safe and staged way which:

- Minimises the risks of spreading the COVID-19 virus.
- Promotes the safety of those attending the church.
- Complies with current Government guidelines for places of worship. This Guidance may be found in full at <https://www.gov.uk/government/publications/COVID-19-guidance-for-the-safe-use-of-places-of-worship-from-4-july/COVID-19-guidance-for-the-safe-use-of-places-of-worship-from-4-july>

Limitations

This User Guidance:

- Refers only to matters relating to COVID-19 and not to any other Health and Safety issues.
- Applies with equal effect to both the indoor and outdoor parts of the Emmanuel Church premises.
- Will be updated from time to time as the need arises.

Should You Attend the Meetings?

We quite understand that not everyone may feel that now is the best time for them to resume attending the meetings. Services will continue to be broadcast online using all the channels available during the lockdown and we trust this will continue to help most of those who must stay at home.

You should not attend any meeting if:

- You are shielding (clinically extremely vulnerable), at least until 1st August 2020.
- You are self-isolating.
- You have symptoms of COVID-19 (recent onset of a new continuous cough; high temperature; a loss of, or change in, normal sense of taste or smell).

If you are in the more general 'clinically vulnerable' group (i.e. you are aged 70 or over, or an adult instructed to get a yearly flu jab on medical grounds) you may prefer to stay away or to attend wearing a face covering. This is a matter for your discretion.

You should not travel with someone from outside your household/support bubble unless you can practice social distancing or apply suitable mitigation on the journey. When using the church car park please take care to maintain your social distance with other users.

What You Should Do

- Bring your own Bible and take it away with you after each service.
- If you will need drinking water, please bring your own and take the container away with you.
- Keep all your possessions with you at all times.
- Be diligent in washing or sanitising your hands when you arrive and leave and at other times as appropriate.
- Avoid giving donations by cash or cheque if at all possible.
- Keep with your household/support bubble group and avoid physical contact with others.
- Ensure that your children are supervised at all times.
- Keep socialising to an absolute minimum.
- As far as possible keep at least 2 metres distance from other households when moving about.
- Go straight to your seat.

- Avoid unnecessary touching of surfaces and objects.
- Follow the direction signs and comply with the instructions of the stewards.
- Leave the premises immediately if you develop symptoms of COVID-19.
- If you develop symptoms either at or after a meeting, follow the appropriate test and self-isolation procedures and advise one of the Church Officers so that contact details may be made available if required to NHS Track and Trace.
- Do not access the church premises at any times other than for services unless this has been expressly agreed beforehand by one of the Church Officers. This is to minimize the risk of contamination.

What We Shall Do

- Install signage and direction markings to guide people in their use of spaces within and immediately outside the building.
- Provide cleaning/sanitising materials, gloves, etc.
- Appoint stewards and cleaners as necessary to carry out the measures specified here.
- Clean all obvious contamination points such as toilets, door handles, pews and surfaces before and after every service.
- Maintain good ventilation levels throughout the parts of the building remaining in use.
- Maintain a record of those attending each meeting. To be retained for 21 days in case of need for NHS Track and Trace purposes.
- Keep users informed of changes to arrangements.
- A COVID-19 statement will be displayed on the church website providing information on church policy and guidance

The New Arrangements

- ***Entry and Exit***
 - Entrance to the church will only be through the main entrance doors.
 - Exit from the ground floor of the church will be out through the main entrance doors.
 - Exit from the gallery will be down the staircase and out through the main entrance doors.
- ***Entry Procedures***
 - If queuing is necessary, social distancing of 2 metres must be observed.
 - Each person will need to be checked in by the door steward before being shown to their seat. You must wait at the “Stop Line” for this to be done.
 - The steward will ask for confirmation that you do not currently have symptoms of COVID-19 and you will be required to cleanse your hands with sanitiser. If you are symptomatic, unfortunately you will not be allowed to enter.
 - You will be offered a face mask, if you don't have one already, which is strongly advised to be worn but it isn't mandatory.
 - The steward will register the name of each person entering the church and their telephone number (if these are not already known).
 - No Bibles or other literature will be available at the door.
- ***Internal circulation***
 - On entering the church you will be shown to your allocated seat by one of the stewards.
 - Movement to and from the toilet will be out via the main entrance doors and in then through the side entrance door. A one way system will operate with entry via the library then left for the Men's and right for the Ladies. Return via the corridor and out through the side door. Flow will be controlled by a steward (see below under '*Use of Toilets*').
 - No access will be permitted to the downstairs kitchen or the upstairs rooms.

- The back meeting room will be available for nursing mothers and households with young children only.
- **Seating**

The maximum number of people who can be accommodated at each meeting after social distancing requirements are met will vary according to the particular mix of individuals and households present. The practical maximum is likely to be around 40-50.

To make the best use of the space while still retaining acceptable social distancing you will be asked to:

 - Sit together with your other household members.
 - Keep approximately 2m free space between your household/support bubble group and another in the same row.
 - Sit as directed by the stewards.
- **Use of toilets**
 - Access to toilets will be limited. You are strongly advised to use your home facilities immediately before leaving for church.
 - The toilets will operate simultaneously on a one-out/one-in basis.
 - Before and after services the flow of people in the toilet corridor will be controlled by a steward stationed in the vestibule. The aim will be to have no more than two people (adults) in the corridor at any one time.
 - Children under 11 must always be accompanied to the toilet by an adult.
 - Once a toilet has been used the user should wipe clean the surfaces touched (including door handles) using the cleaning materials provided.
- **Singing**
 - The Government's strong advice is that *"People should avoid singing... because of the potential for increased risk of [COVID-19] transmission from aerosol and droplets."* At the same time, congregational sung worship is a key element of our meetings. This will be reviewed as the restrictions ease over time.
 - Pre-recorded congregational singing will be played over the public address system. Please bring your own Psalters for silent participation. If you don't have a Psalter please ask the stewards and they will supply one for you which has been sanitized for use. Please leave it on the pew when you depart.
- **Donations**
 - Donations by cash or cheque are discouraged because of the risk of contamination through handling. However, if such donations are received they will be removed from the boxes using protective gloves and placed in a plastic bag. This will then be deposited in the safe, where it will remain for at least 72 hours before being handled for counting.
- **Exit procedures**
 - The occupants of each row will be asked to leave the building row by row under the direction of the stewards.
 - Your whole household/support bubble should leave together.
 - Leaving greetings should be of the briefest and without physical contact.
 - Hands should be cleansed with the provided sanitiser on leaving.
 - Please disperse from the area outside the building as quickly as possible to avoid bunching and queues.

Thank you for your cooperation in difficult circumstances.

The Church Officers 25 July 2020