

## **STBC COVID19 Controls for Sunday Gatherings**

*These controls are specified in the COVID Risk Assessment that has been carried out for our Buildings. The full Risk Assessment can be found on Safety Notice Boards and on our Church Website.*

### **Pray**

- that the controls listed below would work effectively
- that they may be relaxed further in the not too distant future
- that our gatherings, virtual and physical, would be a blessing to us and glorifying to our God

### **Thinking of coming to church**

There will be no organised gatherings in church buildings during lock down. The only activities that will take place relate to recordings for services and essential maintenance

Outside of lock down...

- We are running Sunday Club (yrs R-7) at Tunstall (10:20am) and Junior Sunday Club (Preschool) at Sudbourne from 10:30 am on Sunday mornings.
- Numbers will be limited so please do not come to church unless Matt (Church Administrator) informs you that you have a place.
- Facemasks are required unless you are specifically exempt by Government Guidance.
- If you have a place but then are not able to attend, please let Matt know as soon as possible so someone else can have your place
- We are trying to minimise the use of toilet facilities in our buildings. Please try and “go” before you leave for church.
- Anyone with COVID19 Symptoms are asked to not enter the Chapel Building.
- Anyone who has been advised by Test and Trace service to isolate should not attend
- Anyone who is living with somebody who has shown symptoms and is awaiting test results should not attend.
- Anyone who develops COVID-19 symptoms whilst in the Chapel Building will be sent home and advised to follow the stay at home guidance

### **Duty Steward**

- Duty Steward arrive at 10:00am and park in Meadow across the road (or old graveyard if at Tunstall)
- Check for signs of unauthorised entry
- Use hand sanitiser or wash hands thoroughly on entering church
- Unlock all doors and leave them open
- Open all windows
- Check hand sanitiser stations
- Check cleaning materials in toilets
- Check non-contact thermometer

### **Car Park Steward**

- Car Park Steward to arrive at 10:20am and park in Meadow across the road (or old graveyard if at Tunstall)
- Use hand sanitiser on entering church
- Encourage drivers to observe 2m social distance from others using the car park

### **Welcome Team**

- Welcome Team to arrive at 10:20am and park in Meadow across the road (or old graveyard if at Tunstall)
- Use hand sanitiser on entering church
- will be equipped to take “non-contact temperature” if individuals request it
- will wear face masks
- will avoid physical contact
- will remind the congregation of controls in place
- Encourage congregation to scan the Church QR Code on display at the entrance using the NHS Test and Trace App on their phones, alternatively Record names (and contact details if not known) if permitted for Track and Trace purposes
- Tell people where to sit, showing them if necessary.

### **Arriving at Church**

- The rest of the congregation arrive at 10:25am, parking in the main car park (or meadow across the road if preferred at Sudbourne) and observing 2m social distancing from people in other family groups
- Enter Chapel through main doors observing 2m social distancing and at the direction of the Welcome Team.

### **The Congregation**

- No Bibles or printed material of any sort will be provided. Please bring your own
- No drinks will be available, please bring your own if required
- Put on a mask (unless exempt under Government Guidance) before entering church building
- Use hand sanitiser on entering church
- Scan the NHS Test and Trace QR Code at the entrance if you have the App on your phone
- Avoid physical contact with others outside of family group
- Minimise contact with surfaces in church
- Move through the building observing 2m social distancing and the one-way systems in place
- Make your way to the seats assigned to you by the welcome team
- Don't leave your seat unless you need to use the toilet, feel unwell or there is an emergency
  - If the use of the toilet facilities is required,
    - ✦ follow the one-way system out of the door at the front of the worship area, and then follow through to the toilets maintaining 2 m social distancing

- ✦ At Sudbourne you will have to pass through the room being used by Junior Sunday Club. Please stick to the walkway marked out using chairs and sofas, and do not interact with Junior Sunday Club.
- ✦ Only 1 person allowed in toilets at any time
- ✦ Clean all contact surfaces in the toilet area using spray and wipes provided and place used wipes in bin provided
- ✦ Wash hands in accordance with instructions provided!
- ✦ Re-enter the worship area following the one-way system
- If feeling unwell
  - ✦ Notify Welcome Team or Duty Steward
  - ✦ If possible, follow the one-way system out of the door at the front of the worship area and sit down and await the arrival of a First Aider
- In the event of an emergency, e.g. fire, normal evacuation procedures will apply.

### **During the service**

- There will be no standing or singing (although humming with your mouth closed is permitted! (preferably during songs!))
- Family Groups and Groups of 6 must stay in the area assigned to them

### **After the service**

- Leave the worship area immediately as directed by Service Leader, implementing any further instructions given
- Use hand sanitiser available at the exit
- Exit the building and make your way to your car, observing 2m social distancing and rule of 6 instructions.

### **Duty Steward**

Once building is empty:-

- Close all windows
- Secure thermometers
- Ensure all equipment is switched off
- Use hand sanitiser on leaving Church
- Lock all doors