



STBC COVID19 Controls for Sunday Gatherings

18th April 2021 onwards

These controls are specified in the COVID Risk Assessments that have been carried out for our Buildings and Children's Work. The full Risk Assessments 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 safe, a blessing to us and glorifying to our God

From the 18th April we are changing the controls in place for our live services to re-introduce children's work into our Sunday gatherings

Until such time as Government guidance changes, the following controls will be in place

1. Thinking of coming to church

- Anyone with COVID-19 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

We would like to draw your attention to the availability of free [Lateral Flow Tests](#) which the Government is encouraging people to make use of as an extra precaution.

- Numbers will be limited so please do not come to church unless Matt (Church Administrator) informs you that you have a place.
- Social interaction is not allowed inside Church Buildings but individuals are allowed to form socially distanced groups of up to 6 outside on the church premises.
- 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.

Sunday Club and Mini Sunday Club

- We are running Sunday Club (yrs R-7) and Mini Sunday Club (Preschool) at Sudbourne alongside the live service from 10: 20 am on Sunday mornings.
- Further guidance has been produced for parents/carers

2. Arriving at Church

- The congregation should aim to arrive at 10:20am, parking in the meadow, or in the main car park if walking from the meadow is likely to be difficult
- Observe 2m social distancing from people in other family groups
- Put on a mask (unless exempt under Government Guidance) before entering church building
- Enter Chapel through main doors observing 2m social distancing and at the direction of the Welcome Team
- 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
- The service will start promptly at 10:30 am so please be seated by then

3. Arriving at Sunday Club and Mini Sunday Club

- Sunday Club children should be dropped off at the YOUTH HALL door from 10:20 am. Parents/Carers should not enter the YOUTH HALL.
- Once children have been dropped off, parents/carers should make their way through the carpark to the front of the chapel and enter the building through the main door.
- Mini Sunday Club children should be taken to the MIDDLE HALL through the main worship area. If possible, and to reduce congestion, no more than one adult per child please.
- Once children are settled, parents/carers should exit the MIDDLE HALL back into the WORSHIP AREA and take their seat.

4. In Church

- 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
- Avoid physical contact with others outside of your household group
- Minimise contact with surfaces in church
- Move through the building observing 2m social distancing and make your way to the seats assigned to you by the welcome team

5. During the service

- There will be no singing
- Household Groups must stay in the area assigned to them
- 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,
 - Leave the building through the main entrance walk through the carpark and re-enter the building through the Youth Hall door.
 - Pass through the Sunday Club area, minimising contact with Sunday Club children and leaders
 - 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!
 - Retrace your steps back to the main worship area.
- If feeling unwell
 - Notify Welcome Team or Duty Steward who will be seated at the back or in the entrance lobby
 - They will make sure you are looked after
- In the event of an emergency, e.g. fire, normal evacuation procedures will apply.

6. 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 form socially distanced groups of 6 if desired before making your way to your car, observing 2m social distancing.
- Parents/Carers of Sunday Club Children should exit the building as instructed and then collect their children from the Youth Hall door.
- Parents/Carers of Mini Sunday Club children (no more than one per child please) should enter the middle hall through the door at the front of the worship area and then return through the worship area to exit the building.

People with specific responsibilities

Duty Steward

- Duty Steward arrive at 10:00am and park in Meadow
- 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

After the service, once the building is empty:-

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

Car Park Steward

- Car Park Steward to arrive at 10:15am and park in Meadow
- Open the gate to meadow
- Use hand sanitiser on entering church
- Welcome people looking to park
- Encourage drivers to use the meadow for parking if mobility is not an issue
- Encourage people in cars to observe 2m social distance from others using the car parks

Welcome Team

- Arrive at 10:15am and park in Meadow
- 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.