

COVID SECURE GUIDANCE

Due to the current situation with the Coronavirus Pandemic and following the Government and Health & Safety Executive guidelines please note the following instructions.

- 1. If anyone is showing symptoms of COVID-19, they are not to attend the Church.**
- 2. Anyone who becomes unwell with symptoms of COVID 19 whilst in the church, they will be sent home and will be advised to follow stay at home guidance (NHS 111 etc.) Those that come into contact with that person should wash their hands thoroughly.**
- 3. Certain groups of people may be at increased risk of severe disease from COVID-19, including people who are aged 70 or older, regardless of medical conditions.**
- 4. Individuals who fall within this group are advised to stay at home as much as possible and, if they do go out, to take particular care to minimise contact with others outside of their household.**
- 5. It is now mandatory that people wear face coverings.**
- 6. Disposable Fellowship Cups are to be disposed of in the Waste Bin by the door on the way out of the Sanctuary by each individual person.**
- 7. We can only accommodate a total of 28 people plus a Minister and an Organist.**
- 8. The Duty Elder will be responsible for Opening the Church, Switching the lights on before the service and off after the service and for locking up. The Church will not be opened until 10:15, please maintain social distancing whilst queuing outside.**
- 9. The person welcoming people into the service must stand behind the line marked on the floor. Please do not attempt to shake hands and ask all attendees to use the Hand Sanitiser facilities.**
- 10. Please use the Hand Sanitiser before entering the Church and after touching any surfaces.**
- 11. We cannot provide any water, please bring your own.**
- 12. We cannot provide any refreshments, the kitchen will be locked and closed.**
- 13. Please follow the "One Way" flow system when entering or leaving the church.**

- 14. The seats have been laid out to maintain a social distance of 2 metres, please do not move them.**
- 15. If you are a single person please sit in a single seat, do not sit in a double seat, these are for couples in the same household.**
- 16. Please keep 2 metres apart when entering and leaving the Church.**
- 17. Singing and the playing of blown instruments are to be avoided. We cannot accommodate the singing group due to social distancing requirements.**
- 18. We cannot provide Hymn Books or Bibles, please bring your own. (Hymns will be projected onto the screen)**
- 19. The Hymn Boards will be out of use for hygiene reasons.**
- 20. Junior Church is suspended for the time being.**
- 21. We are unable to provide any books, materials, toys, crayons etc for children to use.**
- 22. The door to the right of the organ will be locked during the service (but can still be used as a fire exit only), the door to the left of the organ and the double door to the rear exit and toilet facilities will be wedged open during the service to avoid people having to touch door handles.**
- 23. Please avoid touching Door Handles and Light Switches for hygiene reasons. The Offertory box will not be in use. Please donate by bank transfer / standing order.**
- 24. The Main Meeting room, Kitchen, Storeroom and Vestry will be locked and inaccessible.**
- 25. Hand Sanitiser and Anti-Bacterial Wipes are provided in the Toilet Cubicles for your use.**
- 26. If using the toilet facilities, please ensure that you wash your hands and sanitise all surfaces using the wipes provided before leaving the cubicle and dispose of the used wipes in the Waste Bins outside the Toilet cubicles.**
- 27. The Balcony is not to be used until further notice.**
- 28. Microphones are to be sanitised after use by the Duty Elder and left in the Church.**

Thank you for your cooperation, these measures are designed to keep everyone safe whilst the present crisis is ongoing.