

NEW LIFE

BIBLE-PRESBYTERIAN CHURCH

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“For the Word of God and for the testimony of Jesus Christ” (Rev 1:9)

Guidance Document – Worship Services during Coronavirus (Covid-19) Pandemic

(Dated 24th July 2020)

We are pleased to inform the worshippers and visitors of New Life Bible Presbyterian Church that **the church will resume holding worship services on Sunday, 2nd August.**

From 2nd August, the church activities will take place as follows:

Day	Activity	Location	Start Time
Sunday	Morning Worship Service	Church Premises & Online	11:00am
Sunday	Afternoon Worship Service	Online only	3:00pm
Friday	Fortnightly Bible Study	Online only	7:00pm

Provided that there is no worsening of the pandemic in London, we hope to start holding the Afternoon Worship Service and Fortnightly Bible Study within the church premises shortly.

Objective of this document

This guidance document has been put together to enable New Life Bible-Presbyterian Church to resume the use of the church premises for public worship in the safest way possible by:

- promoting safety for the worshippers and visitors attending the church premises
- minimising the risk of spreading Covid-19
- complying with the Government guidelines for the safe use of places of worship during this pandemic (the link to the guidelines can be found below)

This guidance document will be updated when required.

Changes introduced to the Worship Services held at the church premises

In compliance with the current Government guidelines, the following changes have been introduced:

- Worship services will be limited to 60 minutes duration.
- No singing and offering collection during the worship service. Offerings can be made at the offering box when entering or exiting the church.
- All Bibles and hymn books will be kept and unavailable for use.
- Adopt a 2-metre social distancing seating arrangement (household members may sit with each other).
- Face coverings to be worn in the church at all times out of consideration for all worshippers. For young children under the age of 11, the use of face covering is optional. **Please ensure you bring your own face covering.**
- No food and drinks will be made available (Fellowship Lunch has been temporarily suspended).
- No access to non-essential areas of the church – this includes the Fellowship Hall and kitchen.
- New movement arrangements to be adopted (detailed below).
- Temperature measurements will be taken for every worshipper and visitor.
- Worshippers and visitors are required to complete the contact details slip for the NHS Test & Trace service. These details will be kept securely in church for 21 days and then destroyed. They will only be submitted to Test & Trace if a Covid-19 case occurs.

Should you attend the worship services held at the church?

We understand that not all worshippers and visitors may be able to attend the worship services held at the church premises so, we will continue to hold the services online – details to access the services online can be found at the church website.

Please do not come to the church if:

- You have Covid-19 symptoms – a new continuous cough, a high temperature or a loss of, or change in, their normal sense of taste or smell.
- You are self-isolating.

From 1st August, the government will pause shielding unless the transmission of COVID-19 in the community starts to rise significantly so, if you are in the “clinically extremely vulnerable” group (i.e. If you’re 70 or older, pregnant or usually need a flu jab for underlying medical conditions), you are most welcome to join us at the church premises but please ensure you take particular care to follow the social distancing guidelines when you are travelling and when you are at the church premises.

When travelling to the church, worshippers and visitors need to follow the Government safer travel guidance for passengers (the link to the guidelines can be found below).

What you should do

When attending worship services at the church premises, we encourage you to do the following:

- Bring your own Bible and remember to take it away with you after worship service.
- Ensure your children are with you and supervised at all times.
- Keep all your possessions (including your coats and jackets) with you at all times.
- If you require drinking water, bring your own and remember to take it away with you.
- Keep to your household/support bubble and avoid physical contact with others.
- Keep socialising to an absolute minimum.
- Keep at least 2m distance from other household/support bubble when moving about.
- Sanitise your hands when you arrive and leave and at other times when appropriate.
- 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 Covid-19 testing and self-isolation procedures and advise one of the church leaders so that contact details may be made available if required for NHS Test & Trace.

What the church would do

The church will do the following:

- Implement a new movement arrangement and install signage to provide guidance on entering and exiting the church.
- Provide cleaning/sanitising materials.
- Provide stewards to perform temperature checks, collect contact details and direct the worshippers to enter and exit the church.
- Open all doors to avoid unnecessary handling.
- Maintain good levels of ventilation while the church is in use.
- Clean all obvious contamination points such as toilets, door handles and surfaces after every service.
- Keep worshippers and visitors informed of changes to the arrangements (please check our church website for updates).

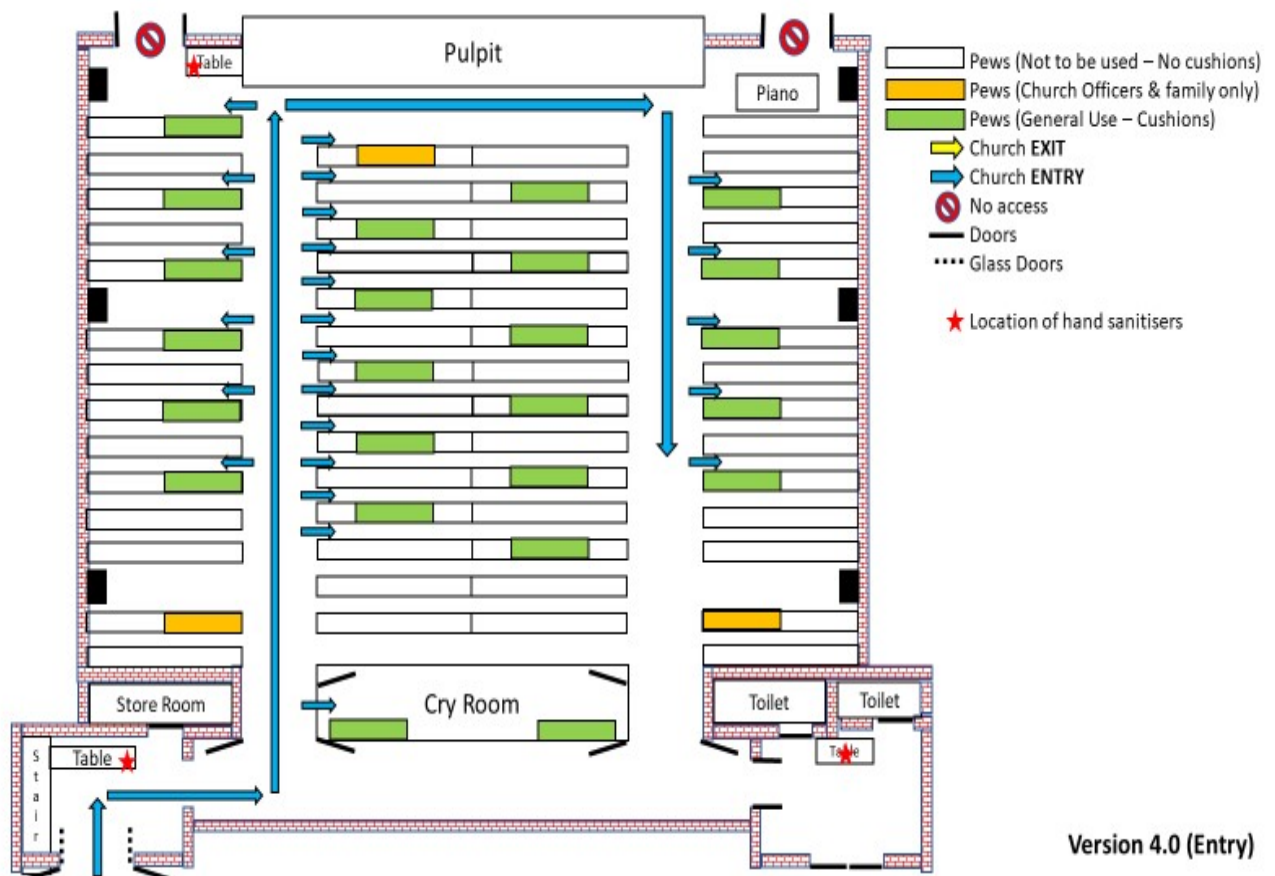
New Movement Arrangements

The church will adopt the following movement arrangements:

- Entering the church:
 - o Entrance to the church will be through the main entrance door.
 - o Please ensure that your household/support bubble wait outside by the entrance door and enter only when instructed by the stewards. If queuing is required,

ensure that social distancing of 2 meters between household/support bubble is observed.

- The stewards will ask to confirm that no one in your household/support bubble has symptoms of Covid-19 and perform temperature checks. If anyone has Covid-19 symptoms or running a temperature, we regret that your household/support bubble will not be allowed to enter the church.
- The steward will register the name and contact details of household/support bubble entering the church if these are not already known.
- Please clean your hands with the provided hand sanitizer upon entering the church.
- The steward will register the name and contact details of household/support bubble entering the church if these are not already known.
- Your household/support bubble should not stop for conversations at the entrance or corridor areas but proceed immediately to your seats.
- Entry to the church is illustrated as below:



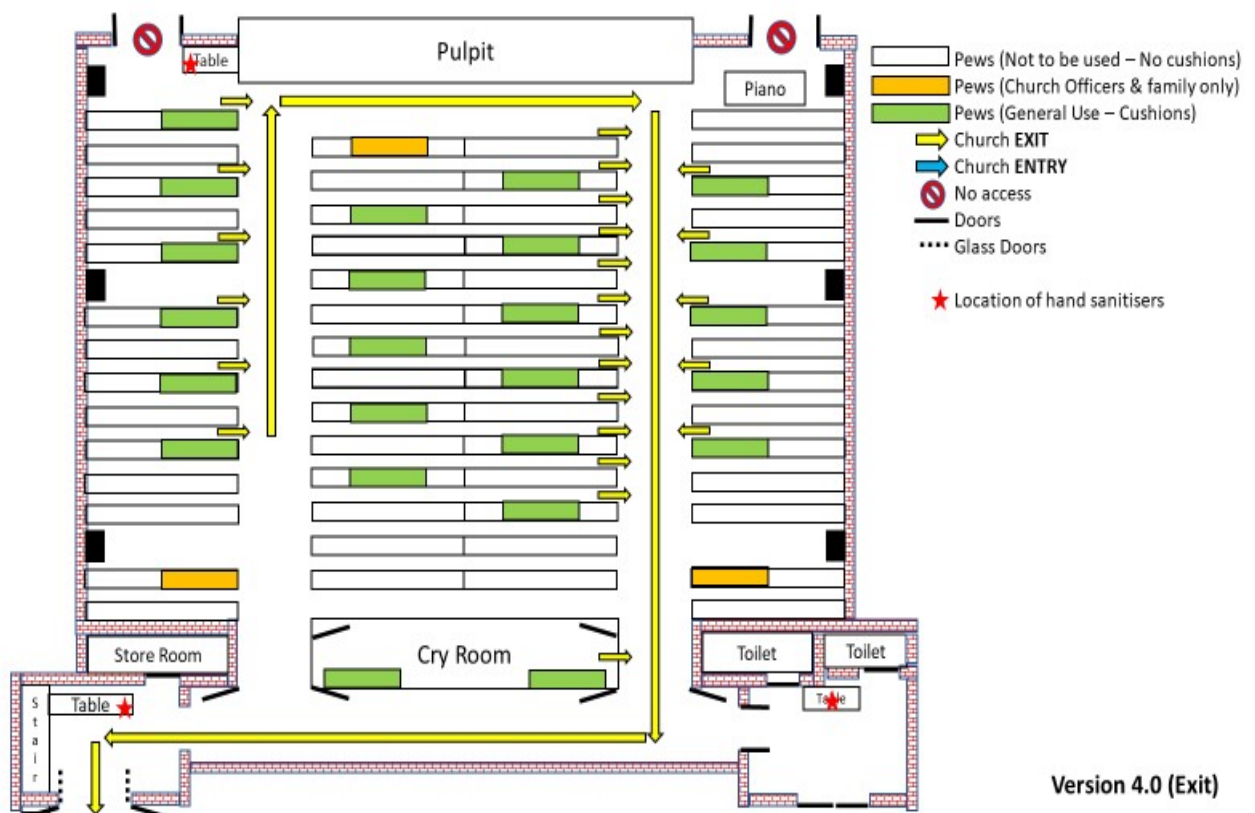
- Internal movement and use of toilets:

- Movement to and from the toilet corridor will be two-directional. This will be controlled by the stewards.
- Only 2 toilets will be available for use (one for ladies/children and one for gentlemen). These are located at the front of the church. We strongly advise you to use your home facilities before coming to the church.
- Children under the age of 11 must always be accompanied to the toilet by an adult.

- Once a toilet has been used, please wipe all the surfaces clean (including door handles) using the cleaning materials provided. Also, please use the provided hand sanitizer.

- Exiting the church:

- Exit from the church will be through the main entrance doors.
- The stewards will direct the household/support bubble to leave row by row.
- Your household/support bubble will need to leave together.
- Please clean your hands with the provided hand sanitiser when leaving the church.
- Leaving greetings should be of the briefest and without physical contact. Please avoid bunching of household/support bubble when leaving or outside the church.
- Exit from the church is illustrated as below:



Version 4.0 (Exit)

We thank you for your cooperation in these difficult and challenging circumstances. We pray for God's blessing to be with you whether you are worshipping Him both in church and at your own homes.

We also thank those who have contributed their time and efforts in cleaning the church in preparation for our 2nd August worship service.

If you have any questions or require further clarity regarding this guidance document, please call the church manse or email us at the church email address.

Church Task Force

New Life Bible-Presbyterian Church

Document References

Document Name	Document Link Location
COVID-19: guidance for the safe use of places of worship during the pandemic	https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-places-of-worship-during-the-pandemic-from-4-july/covid-19-guidance-for-the-safe-use-of-places-of-worship-during-the-pandemic-from-4-july
Coronavirus (COVID-19): safer travel guidance for passengers	https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers
Guidance on shielding and protecting people who are clinically extremely vulnerable from COVID-19	https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19
Face coverings: when to wear one and how to make your own	https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own#exemptions-to-wearing-a-face-covering-where-they-are-mandated

Document Change History

Version	Date	Changes
Draft A	21 st July 2020	Initial draft of document
Draft B	23 rd July 2020	Updated entry and exit arrangements, updated seating arrangements in central pews, added notice that doors will be left open
Draft C	24 th July 2020	Updated entry and exit arrangements, added notes regarding temperature checks and dedicated washrooms
Issue 1	24 th July 2020	Upissued to Issue 1