



## Updated guidelines as of 1 July 2020

### From Bishop Mark

Dear Friends,

Thank you for your patience and all you are doing in the cause of the glorious gospel of our Lord Jesus Christ. Our times remain unceratin, but we are still in God's safe hands!

I met with one parish council last Saturday which doesn't feel able yet to meet all the requirements of meeting in their church buildings, but are increasingly gathering in one another's homes on Sunday to participate in worship via the videos. What a great mid-way point.

Yet I also want to say that although at first glance all the requirements appear overwhelming, if you are able to break them down and share them around, they may become more manageable. As always, don't hesitate to be in touch with the office if you have any questions.

In today's update, we firstly provide advice on all that is new from NSW health, particularly as it pertains to offering hospitality and youth and children's ministry. Please read carefully.

Following all that's new, we repeat for your reference, the information in the previous update.

*May the Lord bless you and keep you;  
May the Lord make his face to shine upon you,  
and be gracious to you.  
May the Lord lift up his countenance upon you,  
and give you peace. **Amen.***

Mark

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## NEW as of 1 July 2020

- The number of people in a Church or place of worship must not exceed **1 person per 4 square metre**, please refer to the link for guidance: <https://www.nsw.gov.au/covid-19/what-you-can-and-cant-do-under-rules/four-square-metre-rule>
- Morning teas after church may resume provided you do not exceed 1 person per 4 square metres and all food and beverage service is done hygienically and in accordance with the COVID-19 Safety plan for Places of Worship: <https://www.nsw.gov.au/covid-19/industry-guidelines/places-of-worship>
- Children's and Youth ministry may recommence on Church property however you must not exceed 1 person per 4 square metres. In addition all activities **must** adhere to the COVID-19 Safety plan for Places of Worship. Please refer to the details below.
- SRE may recommence from the start of term 3 (20 July 2020) – a separate email will be sent out in this regard as the approved provider ie the Diocese is responsible to ensure processes are in place.

### **Youth and Children's Ministry** (*This includes creche, preschool groups and playgroups.*)

As with all other ministry activities, the above guidelines are to be implemented. However, there was an important update on social distancing and young people in the July 1 Covid-19 safety plan.

#### **These are the main points:**

- *Students (Young people aged 0-18) do not need to follow strict adult physical distancing guidelines but should follow good hygiene practices.*
- *Staff (leaders) should continue to maintain 1.5m physical distancing from students where practical.*
- *All regular children's and youth ministries are considered Education Programs.*

#### **In addition the following guidelines apply to children and youth ministry:**

- Communicate the COVID - 19 arrangements and guidelines with Parents/Caregivers.
- Set up spaces and activities that enable 1.5m physical distancing to occur between adults, and between children and adults. For example, games involving physical contact between adults and children should be avoided. Games involving physical contact between young people are allowed. Enforce 1.5m distancing for leaders' meetings.
- Implement drop-off and pick up procedures that minimise the opportunity for adults to congregate together.
- Wipe down all balls, equipment and toys used at the end of the gathering. You may choose to rotate equipment when running consecutive gatherings. Toys that cannot be cleaned and sanitized should not be used. (eg. Play doh). Children's books, like other paper-based materials such as mail or envelopes, are not considered a high risk for transmission and do not need additional cleaning or disinfection procedures.
- Restrict the swapping of phones and devices between all participants.
- Avoid handing physical objects such as Bibles and handouts and money.



## UPDATE as previously advised 13 June 2020

For those churches where ministry has not yet recommenced, these guidelines are to be followed prior to the recommencement of ministry activities or worship.

**There are some important preparatory steps to be completed before implementation. This will include applying to the Registrar to assure that parishes can demonstrate the meeting of standards set out by the authorities and to seek permission to recommence ministry activities or services. The steps for the application and implementation are set out below. The relevant application forms, attendance forms and signage templates are attached for your reference.**

### Stage 1 preparation

Stage 1 is a time to prepare the church or ministry activity/ies for reopening and apply to the Registrar for the authority to reopen. In this stage you are to ensure:

- adequate supplies of the following Personal Protective Equipment (PPE) are available
  - Hand sanitiser
  - Cleaner
  - Disinfectant
  - Disposable gloves
  - Face masks
  - Garbage bags for disposal.

***Please note: The equipment and personnel to clean following the gathering, meeting the requirements indicated [HERE](#).***

- PPE is available and there are appropriate washing facilities available for cleaners.
- You have downloaded and printed the attached COVID safe posters.
- Choose a COVID safe officer who will be easily identifiable.
- Ensure that officiating ministers or activity leaders have undertaken training and have instructed those involved in cleaning, booking, welcoming, screening, and ensuring that hand sanitiser is properly used.
- A means of booking in for ministry activities or services has been established.
- Locations and regimes for the use of hand sanitizer upon entry and exit to the building, and for those receiving Holy Communion have been established.
- Establish a seating plan, which ensures social distancing, is displayed and available to welcomers, and appropriate markers are placed to indicate where people can sit or stand.
- Ensure that supplies of individual cups are available for Holy Communion.
- Provided disposable cups etc and/or antibacterial washing liquid for crockery and cutlery.
- Complete the application form and submit for approval.

## Stage 2 Implementation

Stage 2 – on the day of service or activity:

- Pre- service/activity cleaning is completed and recorded.
- Hand sanitising stations are ready for people to use on entry and exit
- Posters with instructions re hand hygiene and social distancing requirements are set up advising that people should not enter if unwell or have any COVID-19 (or flu like) identified symptoms
- Tape markings are on floors at entry and exits, and on the way to receive Holy Communion, showing social distancing.
- Ensure that welcomers have the booking form and seating plan available, and the COVID safe officer is identifiable and monitoring numbers. On entry, all attendees are asked if they have experienced any COVID or flu like symptoms in the past two weeks. If yes, they should be informed that they will be unable to attend until cleared by doctors. If OK the attendance is recorded by the welcomer (only).
  - \*\* People from the same household may be sat together, but others would need to sit with sufficient space of 1.5m around them.
- If you intend to celebrate Holy Communion, you must provide individual cups which the celebrant or LLM (only) would place into the hands of participants. Communion is to be distributed “pilgrim style” where the celebrant and the LLM distribute to communicants standing from a stationary position.
- The order of service is provided on a disposable sheet or by projection. No Bibles, prayer books, or hymn books are to be handed out.
- Pre-service announcements should include
  - People should practice social distancing at a minimum of 1.5 metres at all times.
  - No physical greetings or exchanges such as handshakes or hugs, including greeting of peace.
  - The post-service plan. (There will be no post service hospitality and please do not queue or congregate post service)
  - Sneezing into your elbow
- Appropriate Hygiene is maintained in the service of food and drinks. It is recommended that disposable cups, plates and utensils be used. If crockery and cutlery is used, it is to be washed with hot water and an anti-bacterial dish washing liquid.
- Electronic offerings are to be encouraged, but a retiring collection may be made available for cash offertories.
- After the service or ministry activity
  - a. The post service/activity cleaning is completed and recorded.
  - b. The attendance register is sent to [karen.trafford@bathurstanglican.org.au](mailto:karen.trafford@bathurstanglican.org.au) and the copy stored onsite.