

Park Lane Methodist Church COVID-19 Safety Control Measures

Stay Alert & Stay Safe

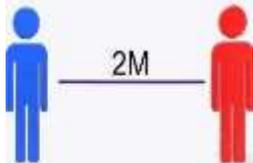
This means observing these key principles to control COVID-19 risk:

Principle 1: Wash your hands with soap for over 20secs; and/or use a hand-sanitiser.

Principle 2: Maintain 2m social distancing, and avoid congesting or crowding together.

Principle 3: When within 2m, please wear a face covering and avoid skin to skin contact.

The following precautions **MUST** be observed on this premises:

					
Do not leave home if you or anyone in your household has these symptoms.	Wear face covering	Wash your hands with soap & water; or Use hand-sanitiser	Avoid touching your face	Use a tissue when coughing; or cough into hook of your elbow	Ensure safe physical separation where practicable.

Don'ts:

1. Share pens, papers, PPE, etc. where possible.
2. Sing, except if it is performed by a soloist at a safe distance (>5m) from the congregation
3. Have any refreshment and social fellowship in the hall until further notice.

As a result of our COVID-19 precautions, we will:

- A. Clean before each Sunday Service. Wipe down touch-points before another stakeholder uses the building.
- B. Install hand-sanitisers at vantage points to enable easy hand-sanitizing as required.
- C. Not issue out hymn books, handouts. Songs will be projected via audio-visual multimedia system.
- D. Plan the 'Offertory' to be held at the end of the service by placing x3 offertory bowls at suitable locations.
- E. Limit time of exposure to others. Keep worship short, aiming for a maximum of 45 minutes where possible.
- F. Maintain 1 in 1 out for all shared toilets, except where usage is managed by COVID Steward as required.
- G. All Tenants must have their own specific risk assessment and arrangement which is acceptable to Trustees.
- H. Appoint COVID Stewards and a COVID Committee. The COVID Stewards will keep a record of those who attend service in order to facilitate any future contact tracing.
- I. COVID Committee will monitor effectiveness of COVID controls and promptly respond to changes, or lapses in COVID arrangement. They will ensure control measures are updated in line with government guidelines.

If in doubt or unsure, please speak to a COVID Steward

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Wear face covering



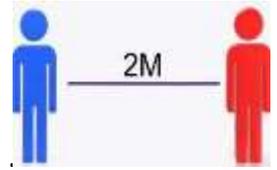
Wash your hands with soap & water; or Use hand-sanitiser



Avoid touching your face



Use a tissue when coughing; or cough into hook of your elbow



Ensure safe physical separation where practicable.

Do's:

1. Face covering MUST be worn when entering the building and when walking about, except for those with medical conditions which may be exacerbated by wearing a mask.
2. Adhere to all directional signs. The Entry and Exit One-Way system at beginning & end of service MUST be strictly adhered to, and this will be enforced by the COVID Stewards. At the end of the service, the COVID Stewards will coordinate an orderly departure from the church hall in order to maintain social distancing.
3. Maintain 3 per pew to ensure people are physically distanced from others, except those from same household/support bubble. In Upstairs choir area, high-back pew to seat 4 per pew physical distanced. When leaving your seats, do not push past, instead ask others in pew to step aside to allow safe passage. During family services, the Hall will be setup as an over-spill facility, and with safe physical distancing.
4. During conversations, face away and adopt side by side posture instead of direct face to face.
5. Hand sanitiser should be used after opening or closing any door, or touching surfaces (i.e. touch points).
6. Where possible, keep doors and windows open for natural ventilation/ fresh air supply into the buildings.
7. All common touch-points to be cleaned before and after use, using disinfectant wipes, and PPE.
8. During communion, there will be minimal handling of communion elements, and communicants to self-administer elements.
9. Baptisms, Weddings, etc. should be no more than 30 people present, but when held as part of routine worship, then Baptismal Party shall be restricted to a maximum of 15 people.
10. For meetings, consider using technology (e.g. Zoom, Whatsapp) instead of face to face to reduce the risk.