

Kirby-le-Soken Evangelical Church

The Street, Kirby-le-Soken, FRINTON-ON-SEA, Essex, CO13 0EE

Guidelines for church activities after Step 4 & Plan B

In July most COVID-19 legal restrictions were lifted in England. These guidelines set out how Kirby-le-Soken Evangelical Church conducts its activities in this new environment. It is updated following the introduction of Plan B regulations in December.

This document is owned and agreed by the church council who review it regularly.

As a church council we recognise that the Coronavirus pandemic is still continuing, and despite vaccinations many people in the local area are testing positive. We recognise our duty of care to all who come to the church including the elderly and vulnerable, and publish these guidelines to reassure them that we are working to keep them safe.

1. The church is open for morning and evening worship on Sundays, Mums and Toddlers on Tuesdays (term time only), Prayer and Bible Study on Thursdays, Coffee Morning on Fridays, a monthly work morning and other activities as announced.
2. Anyone with symptoms of COVID-19, even if they are mild, should not attend. They should self-isolate immediately and get a PCR test.
3. If someone has been instructed by NHS Test and Trace to self-isolate because they have tested positive for COVID-19, or they are the close contact of someone who has tested positive for COVID-19, they must self-isolate and not attend.
4. Hand sanitiser is provided at the entrances to the building and we request everyone to use it as they come in.
5. Whilst there are no longer any legal restrictions on social distancing many will want to maintain a cautious approach. To accommodate this we have increased the distance between rows of chairs and spaced the chairs out so that some can sit in groups and others alone. An audio feed is provided in the rear hall and video is provided when numbers are expected to be high.
6. Under Plan B in December the wearing of face coverings is again required by law in places of worship. This applies to all activities, including coffee morning, but youth activities such as Mums and Toddlers are exempt. Valid reasons for not wearing a face covering are for medical reasons, those leading a meeting, whilst eating and drinking and whilst singing, although we are urged by the government to continue to wear face coverings whilst singing.
7. We recognise the need to provide good ventilation and will open windows as needed to maintain air circulation.
8. We will provide a QR code at the entrances for use with the NHS COVID-19 app and encourage people to use it. There is no longer a requirement to record attendance for NHS Test and Trace but if anyone is unable to use the app and requests us to keep a record of their attendance this will be recorded and kept for 21 days.
9. We will make the Sunday morning and evening services available on Skype for those unable to attend. Audio recordings of messages are available on the church website, and videos on a memory stick.
10. In order to hold a communion service, bread and wine will be prepared in the kitchen by no more than two people, wearing face covering and gloves. They will cover the elements and place them on a table near the front of the church but to the side rather than in front of the minister. The bread will be spaced on large platters. Serving the bread and wine will be done by two masked individuals with participants picking the bread from the platter and taking the wine from the tray in the usual manner.

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11. Refreshments are served at some events. Those involved in preparing and serving food must wear face coverings and regularly wash their hands or wear gloves. In general we will serve food to people rather than operate a self-service system although we may use help yourself for small items such as biscuits. People should continue to wear face coverings whilst moving around the building but may remove them to eat and drink.
12. Numbers of adults at the Mums and toddler group will be kept below fifteen. We will limit the total number of people at Coffee Morning to thirty due to the size of the room.

Document History

Issue 1	23-Jul-21	Introduction of Step 4 guidance
Issue 2	17-Dec-21	Plan B regulations

Keith Munford

17-Dec-2021

Kirby-le-Soken Evangelical Church is a charitable incorporated organisation (registered charity number 1170625)