



COVID 19 Protocols (V5.2) Update 6 – 7th January 2021

The following protocols will apply to all religious services at the Church of St John the Evangelist, Gordon.

A maximum number of attendees will be calculated based on the currently applicable NSW requirements of number of persons allowed per 2 or 4 sq meters, and/or social distancing of 1.5 metres between non-household members.

- 1) All attendees at any religious service who are able to do so MUST check in with the ServiceNSW app on arrival and check out at departure.
 - a. Individuals from the same household may check in individually, or
 - b. One individual from the same household may check in other members as dependents.
- 2) Any attendee who does not have a smart phone and is unable to check in via the ServiceNSW app will be entered into the electronic (Excel) file by the sidesperson on duty before entry.
- 3) St John's ensures electronic accessibility to NSW health within 4 hours of a request.
- 4) Attendees should make a reservation via the Church Office either by email or by phone and make declarations at the time of application as follows:
 - a. Confirm their name and telephone number(s)
 - b. They have not tested positive for COVID19,
 - c. They are not suffering from any flu, cold-like symptoms or a fever,
 - d. In the last 14 days they have not returned from overseas or been in contact with anyone who has returned from overseas,
 - e. They have not visited, or been in contact with anyone who has visited a hot spot or known affected area identified on the NSW Health web site (<https://www.nsw.gov.au/covid-19/latest-news-and-updates>) in the last 14 days,
 - f. They are not currently in isolation following a suspected exposure to or test for COVID19,
 - g. As far as they are aware - they have not been in contact with anyone who has tested positive to COVID19 in the last 14 days,
 - h. They will immediately advise Church leadership if they test positive for COVID19
- 5) Invitations to attend will be at the discretion of the Churchwardens and/or their delegates.

- 6) On arrival
 - a. Masks must be worn prior to entry to the church and remain until departure from the premises.
 - b. Declarations and contact details will be re-confirmed on entry.
 - c. Hand sanitiser will be used by each attendee prior to entry from the dispenser at the door.
 - d. Temperature may be taken prior to entry using a forehead thermometer.
 - e. Entry will be refused for any person with a temperature over 37.5°C or demonstrating cold or flu-like symptoms such as a cough, running nose or tickle in the throat.
 - f. It is a condition of entry that attendees agree to act in accordance with the directions of the Nurse or a Churchwarden in regards to compliance with these protocols or non-admission.
 - g. The Nurse or a Churchwarden will be the final arbiter of admission in all cases.
- 7) During the service and on departure
 - a. Attendees must immediately proceed to a seat allocated for that service and remain seated in that seat for the duration of the service.
 - b. Members of the congregation will remain seated throughout including during those parts of the service such as the reading of the Gospel and the reciting of the Creed where they would normally stand. Praying will occur whilst seated.
 - c. Mingling within the Church is not permitted.
 - d. Separation should be maintained between household groups within the church as indicated by the seating notices and the siderspersons.
 - e. Congregational singing and verbal responses are not permitted.
 - f. The priest will distribute the Host to each member of the congregation in their seat while the attendee remains seated.
 - g. Masks may only lowered to take in the Host after the priest has stepped back to maintain social distance of 1.5m.
 - h. Attendees are asked to take the Order of Service with them after the service to avoid subsequent handling by others.
 - i. There will be no farewell from the Ministry Team after the service.
 - j. Attendees should move outside the building without mingling or socialising in the Nave or Narthex.
 - k. Any socialising should be outside the buildings, observing the red crosses to maintain social distancing.
- 8) Responsibilities of siderspersons, other volunteers and, when applicable, funeral director employees
 - a. Each must confirm that they are:
 - Not immune-compromised,
 - i. Not suffering from a chronic disease which puts them at risk,
 - ii. Compliant with items 4) a – h, above.
 - b. Further each sidersperson/volunteer must:
 - i. Use a mask throughout their attendance at St Johns.

- ii. Ensure no handshaking or other similar physical contact with attendees.
 - iii. Not provide any hand-outs or leaflets – all information to be sent electronically. Hard copy of the orders of service, if provided, must be placed on the seats 3 days before the service.
 - c. The Nurse, a Churchwarden, or their delegate at a funeral or wedding, will be the final arbiter for attendance or duty at a service.
- 9) Sanctuary Team responsibilities
 - a. The Sanctuary Team will avoid contact with the parishioners before and after the service
 - b. Masks will be worn whenever contact closer than 1.5m occurs with another person, including another member of the Sanctuary Team.
 - c. Disposable gloves will be worn when handling the Host, chalice, paten or other container holding the wine or the Host.
 - d. Only the Host will be distributed to the congregation using gloves and tongs.
 - e. Maximum practical separation with members of the congregation will be maintained during distribution of the Host.
- 10) Cleaning and sanitising
 - a. The common areas will be cleaned and sanitised prior to the services.
 - b. There will be a minimum of 3 days between use times of the Church.
 - i. If that is not possible, then the Church including pews, doors and other high-touch items will be fully sanitised with an alcohol based sanitiser.
 - c. There will be no hand-outs or leaflets; all information, including the Order of Service, will be sent in advance and will be available electronically.
 - d. Hard copies of the Order of Service will be placed on individual seats 3 days before the service.
 - e. There will be no shared handling of equipment without wiping with disinfectant wipes in between.
 - f. All financial transactions will be by EFT or “tap and go” facilities. No cash or credit cards will be touched by sidespersons.

On Behalf of the Church Wardens



Chris Russell AM
Rector's Warden

7th January 2021