

CONDUCT OF SERVICES AT ST MATTHEW'S OTTERBOURNE

(Similar procedures are expected to apply to other churches in the Benefice)

Public Services will be permitted from 4 July 2020. The Government has issued advice for the opening of places of worship and from this the Church of England has produced guidance for the its churches. Based on this advice St Matthew's will open for an 09:30 Sunday Morning Service starting on Sunday 5 July 2020.

The following procedures have been adopted by St Matthew's to ensure public safety based on the basic principles of physical distancing and hygiene and the Church of England advice. We ask you to read this carefully before you arrive at the church.

ARRIVAL

All main internal and external doors to St Matthew's will be open and will remain open during the service.

Entrance will only be through the West (rear) Door. (Exit will be through the South (front) Door)

Please do arrive in good time as there may be a delay in entering the church.

Please use this entrance and keep 2m away from anyone in front of you.

On entering you, or your family group, will be directed to a hand sanitising station and then shown to a pew. (Pews will be filled from the front to back).

To ensure social distancing only every other pew will be used. Please remain in your pew for the duration of the service unless directed otherwise.

You will not be offered any hymn books, bibles or service sheets as the service will use the projector and screen in lieu of these. (This is to protect against cross contamination).

SERVICE

The service will not include Communion and will follow a similar outline to that used for on-line service over the past few weeks. The Rector will provide more details at the start of the service.

However, you need to be aware that while music will be played during the service there will be no choir and the congregation should not sing but should listen and read the words on the screen (This is to reduce the possibility of droplet contamination)

Through out the service a one-way system will operate with any movement using the main aisle to go towards the chancel and the side aisle to return.

Families are very welcome but those with small children need to be aware that they should be under parental supervision at all times and that the children's corner has been closed and books and toys removed in accordance with the guidelines. Please bring toys and books with you to keep young children amused and please remember to take them home with you. There will be no children's clubs.

DEPARTURE

Please remain seated at the end of the service. A sideman will tell you when it is your turn to leave and you should depart straight away through the South (main) Door. The church will be emptied from front to back.

Once outside the church please do not congregate near the door or on the path to the Lych Gate to allow others to leave with safe distancing.

TOILETS

The toilets will be open for anyone in desperate need. However, please follow these procedures.

Please use the hand sanitiser in the church room before entering the toilet, the door of which should be open when you arrive.

Once you have finished please wash your hands and dry them on the paper towels provided putting the wet towel in the bin.

To leave the toilet please use a fresh paper towel to open the door and then put the towel in the bin. Please leave the door open

Before re-entering the church please use the hand sanitiser in the church room again

THE VULNERABLE AND OVER 70s

Assessment of risk is an individual consideration but the Church of England advice is as follows:

Certain groups of people may be at increased risk of severe disease from COVID-19. Including people who are aged 70 or older, regardless of medical conditions. Individuals who fall into this group are advised to stay at home as much as possible and, if they do go out, to take particular care to minimise contact with others outside their household.

AND FINALLY

Anyone with coughs or sneezes or any of the signs of COVID-19 symptoms should not attend these services.

Anyone testing positive for COVID-19 up to 14 days after the service should inform the Rector by telephone or email immediately.

Please be aware the during the service we are advised to make a record of people attending services to assist the NHS Track and Trace System. This record will be kept for 21 days.

The above advice applies to Communal Worship at St Matthew's. Somewhat different procedures will apply for weddings, funerals and other services

Thank you for your co-operation.