

Brisbane Evangelical Church

Guide - Entry to the Main Sanctuary

Background

This guide is intended for use by members and adherents of BEC and visitors to the church.

It is based on the Scottish Government guide for the re-opening of places of worship and the risk assessment carried out by a BEC working party. It applies to entry to the main sanctuary.

It is important to read and understand this document and to adhere to the protocols that are laid out in it. If you have any queries please contact:

Tel: 07882 032831

Email: pastor@beclargs.info

Protocol for Attending Services

Attendance Only if a seat is confirmed. Note advice on non-attendance	<p>Since the numbers attending the church will be limited to 35 people, it is important that we know who is attending.</p> <p>Places are allocated for each service and you should only attend if have received confirmation to do so. Please do not attend if you have not received this confirmation.</p> <p>If you want to invite visitors, please clear this first with the administrator at:</p> <p>Tel: 07884 017153 jmc100@btinternet.com</p> <p>Email:</p> <p>Please note, that depending on the number of households involved, your visitor(s) may not be able to sit beside you.</p> <p>A few places are allocated to unexpected visitors.</p> <p>Please note, you must not attend if you, or anyone in your household, are showing signs of COVID-19, or have shown them in the past 14 days. These are:</p> <ul style="list-style-type: none">▪ A high temperature or fever▪ A new or persistent cough▪ Loss of sense of smell or taste
--	--

	<p>Follow NHS advice You are advised to consider not attending if you are part of a vulnerable group, e.g. over 70 years of age, pregnant, or have a health issue – see NHS guidance. This is a matter of personal judgement.</p> <p>Therefore, if you are in the vulnerable category, you should consider:</p> <ul style="list-style-type: none"> • Your age – how much older than 70 you are? • Your health – what medical advice have you received? • Social activity – how many people you contact regularly? • The prevalence of COVID-19 in the local area?
<p>Entry</p> <p>Keep 2 metres from others</p> <p>Stewards will advise you</p>	<p>It is important that people should observe distancing rules, i.e. keep 2 metres from others, and avoid crowding at the entrance to the church.</p> <p>Queue markers have been set up in School Street towards the church car park entrance. These markers are on the bottom of the church wall. Move forward as you are able, ensuring you keep 2 metres from others.</p> <p>There should be no kissing, hugging or shaking hands.</p>
<p>Main door</p> <p>Follow stewards guidance</p> <p>Observe signs</p>	<p>On arriving at the main church door, the outside door, you should wait until instructed to enter. There may be people waiting at the inside doors, which are about 2 metres beyond, so you should not enter until this space is free.</p> <p>At the inner doors there is a sign on the floor instructing you to ‘Please Wait Here.’</p>
<p>Entering the Foyer</p> <p>Use the one-</p>	<p>As we are operating a one-way system, a sign on the floor of the foyer will direct you to the left. Here you will register your presence at the church.</p> <ul style="list-style-type: none"> ▪ Church members – as we have details of church member’s addresses and/or

<p>way system</p> <p>Register</p>	<p>telephone numbers, your name can be ticked off to indicate your presence.</p> <ul style="list-style-type: none"> ▪ Adherents – Some adherents have given their telephone number and/or address to the church and their presence can be recorded, as above. ▪ Visitors and adherents whose details are unknown – we need to note your name and telephone number or address. This will be kept for 21 days before being destroyed.
<p>Entering/ Behaviour in the Sanctuary</p> <p>Sanitise your hands</p> <p>2 metre rule applies</p>	<p>Just before you enter the main sanctuary there is a hand sanitiser available and you must sanitise your hands before entry. A steward will show you to your seat.</p> <p>It is important to remain seated during the service. Only leave your seat if absolutely necessary.</p> <p>To use the toilet, you may leave the sanctuary by the nearest exit. Use only the disabled toilet. You can re-enter using the nearest entrance to your seat. Re-sanitise your hands, even although you have washed them after using the toilet.*</p> <p>If you, or someone near you, need help during the service, raise your hand to attract a steward’s attention. Again you can leave by the nearest exit.*</p> <p>*These two situations are the only occasions the one-way flow can be disregarded.</p> <p>The 2 metre rule applies in the church and the seating is set out to ensure adherence to this. It is important you do not shake hands or go within this distance to greet people.</p> <p>You are required to wear a face covering during the service, unless you are exempt because of health issues. Please bring your own face covering. Face covering will be available if you forget to do this. Children under 5 are exempt from wearing face coverings.</p>

	<p>Please note that there will be no singing during the service and the serving of food or drink is prohibited.</p> <p>To avoid water being brought to you during the service; please bring your own water bottle with you.</p> <p>During a prayer meeting, individuals will remain seated to pray and speak at conversational volume.</p>
<p>Leaving</p> <p>2 metre rule applies.</p> <p>Follow guidance</p> <p>Clear the area</p>	<p>At the end of the service, you will be instructed to leave the church by the service leader and guided by the stewards.</p> <p>This will be done row by row, starting with the rows nearest the exit. Remember to sanitise your hands as you leave. Again, the two metre rule should be observed.</p> <p>You should leave promptly and clear the area outside the church to allow others to leave.</p>

Toilet use

We are trying to avoid use of the toilet as much as possible. However, if you require using the toilet, leave and re-enter the main sanctuary as described above. After washing your hands please dry them using the disposable hand towels provided and then place the used towel in the foot operated pedal bin.

Please clean the touchable surfaces using the disinfectant wipes provided.

Note

We are using the recommended high alcohol content gel sanitiser. Please contact the above number if you have concern about this.

Stewards are available to assist you, both inside and outside the building.

For more information see the online publication **‘Corona Virus (COVID-19) Phase3: Staying safe and protecting others.’**

Whilst we want to ensure everyone's safety, we recognise the inconvenience involved in following this protocol and thank you for your co-operation. The protocol will be reviewed as the guidelines change.