

**(COVID-19) How to keep yourself and others safe at
the Church's premises during pandemic time**



Polish Catholic Church of Our Lady of Czestochowa
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This guide is to support a parish to be compliant with current legislation and government COVID-19 guidance. It was also created to support a risk assessment in process of implementation safety control measures to mitigate a risk of COVID-19 infection during re-opening of Church for Church Services.

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Definitions

Clinically extremely vulnerable people may include:

1. Solid organ transplant recipients.
2. People with specific cancers:
 - a. people with cancer who are undergoing active chemotherapy
 - b. people with lung cancer who are undergoing radical radiotherapy
 - c. people with cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment
 - d. people having immunotherapy or other continuing antibody treatments for cancer
 - e. people having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors
 - f. people who have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs
3. People with severe respiratory conditions including all cystic fibrosis, severe asthma and severe chronic obstructive pulmonary disease (COPD).
4. People with rare diseases that significantly increase the risk of infections (such as severe combined immunodeficiency (SCID), homozygous sickle cell).
5. People on immunosuppression therapies sufficient to significantly increase risk of infection.
6. Women who are pregnant with significant heart disease, congenital or acquired.

Clinically vulnerable people are those who are:

- a. aged 70 or older (regardless of medical conditions)
- b. under 70 with an underlying health condition listed below (that is, anyone instructed to get a flu jab each year on medical grounds):
- c. chronic (long-term) mild to moderate respiratory diseases, such as asthma, chronic obstructive pulmonary disease (COPD), emphysema or bronchitis
- d. chronic heart disease, such as heart failure
- e. chronic kidney disease
- f. chronic liver disease, such as hepatitis
- g. chronic neurological conditions, such as Parkinson's disease, motor neurone disease, multiple sclerosis (MS), or cerebral palsy
- h. diabetes
- i. a weakened immune system as the result of certain conditions or medicines they are taking (such as steroid tablets)
- j. being seriously overweight (a body mass index (BMI) of 40 or above)
- k. pregnant women.

Support bubble a support bubble is where a single adult living alone, or a single parent with children under 18, can form an exclusive network with one other household where social distancing does not have to be observed.

Steward a person looking after place of worship and prayers during Church services.

Prayer/Worshipper a person or household entering a place of worship to pray.

Person responsible for cleaning a person cleaning a place of worship before opening, between services and after being open for prayers, during Church services. That person is also responsible for waste management after cleaning.

Risk Assessment

COVID-19 Coronavirus foreseeable hazards were already assessed during the risk assessment process in line with the current health and safety legislation, government COVID-19 guidance and guidelines of Diocese of Nottingham.

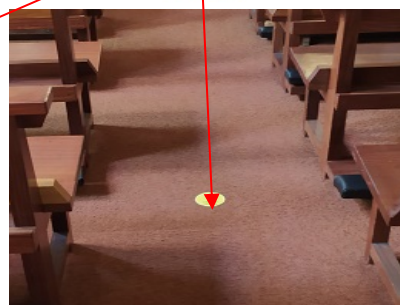
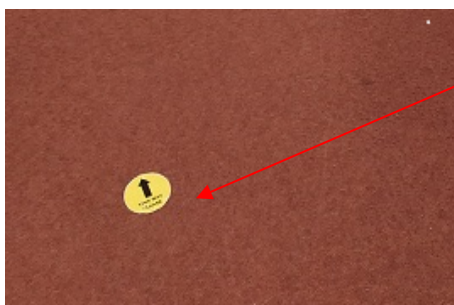
Control Measures

Required safety control measures were identified during the risk assessment process. The purpose of the control measures is to reduce a level of risk to as low as reasonably practicable.

Social distancing:

1. All persons must maintain social distancing between individuals for all time when at the place of worship. It is required by law to keep a distance at least 2m where possible or, if it is impossible, 1m+ with additional safety measures implemented (such as face covering) to reduce the risk of transmission. Persons also should reduce movement to a minimum during the time spent at the place of worship.
2. Parents are responsible for supervising their children, to ensure they will also maintain a social distance whilst in place of worship or its grounds.
3. To allow and support all persons in Church to maintain a social distancing, wherever possible, the below safety control measures are already implemented:

- a. Appropriate signage/stickers with direction arrow are installed to ensure one-way system and maintain a social distance, wherever possible:



All persons must adhere to the Church's direction flow and/or advices given by appointed Stewards.

An appointed Steward will support all persons to familiarise themselves with signage and traffic flow.

- b. Seating spaces are already marked to allow to keep at least 1m social distancing once sitting and/or kneeling to pray:



To enter the bench in the middle row an individual prayer should go to the right or left alley and access bench from there*

*During the Holy Communion the side rows will go to the back of the church and then to the front using a central alley.

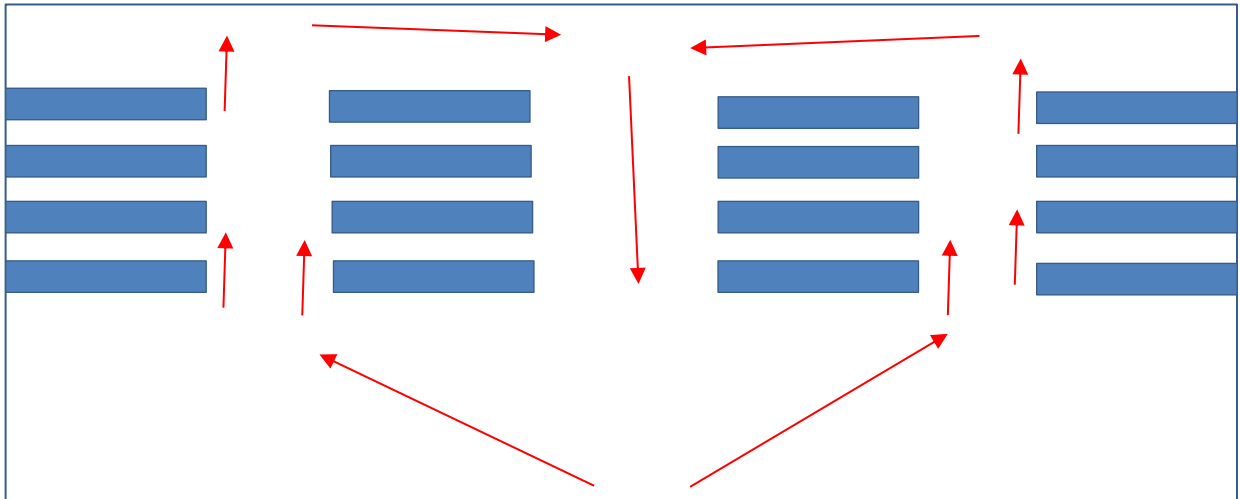
To leave the church they should follow the arrows (go to the front) and exit through the middle walkway of the church.

Social distancing (at least 1m+) must be maintained all the time, especially when in bench, during entering/leaving church and during the Holy Communion.

The side benches should be occupied by one family/household/support bubble per bench to maintain social distancing.

- c. Person(s) are not allowed to seat on the benches that are adequately marked as shown below:



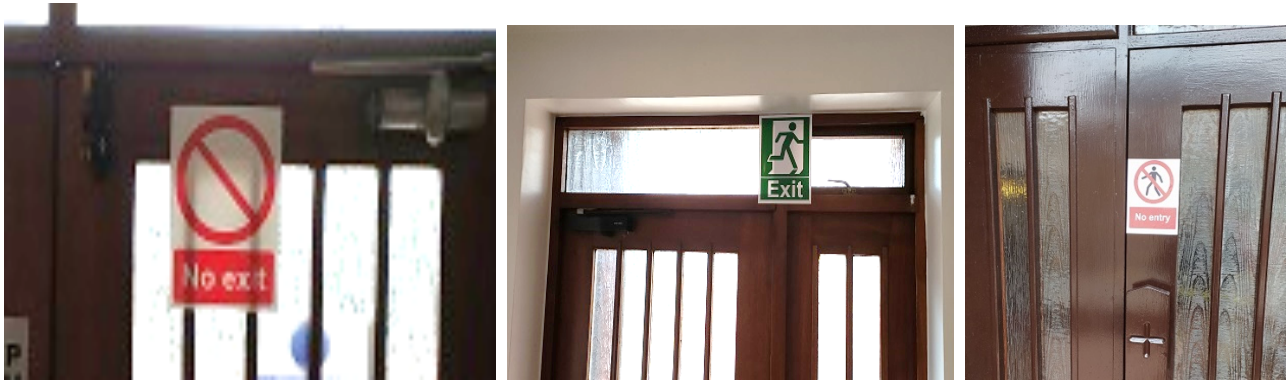


The above picture presents the traffic flow to enter the church and leave, after the service.

- d. To reduce queuing and to support social distancing control measures, there are markings on the floor to keep a social distance between people at all the time when in Church (incl. communion and confession and entrance):



- e. The health and safety signs, to indicate entrance and exit, are already in place:



This is to allow to keep a social distancing between people entering the Church and those one who are already leaving.

- f. Additional signage in place, to remind all persons about social distancing requirements:



The above signage is displayed inside and outside of the Church, i.e. at the entrance, to remind all persons about the social distance requirements before entering church (i.e. queuing at the entrance) and/or during being inside of the Church.

Control of premises

1. All Clinically extremely vulnerable people are strongly advised to stay at home and do not attend religious services/place of worship. This is for their own safety as they are classified as a group of the people at the higher risk. The place of worship should notify the clinically extremely vulnerable people about the risk and inform them that for their own safety and the safety of others they should not attend a place of worship.
2. All Clinically vulnerable people are advised to stay at home as much as possible and, if they do go out, they have to take particular care to minimise contact with others outside their household or support bubble.

3. All Prayers are advised by parish that to reduce a likelihood of spreading a coronavirus they should not come to place of worship if:
 - a. they have any symptoms of coronavirus (a high temperature, a new, continuous cough or a loss or change to their sense of smell or taste)
 - b. they are waiting for a coronavirus test result
 - c. they were tested positive for coronavirus – this means they have coronavirus
 - d. they live with someone who has symptoms, is waiting for a test result or has tested positive
 - e. someone in their support bubble has symptoms, is waiting for a test result or has tested positive
4. All persons visiting Church, during Church services, must wear face coverings to reduce the likelihood of transmission.
5. All persons should sanitise their hands at the entry to the place of worship with the hand sanitiser provided. All Prayers will be instructed by Steward that they should sanitised their hands prior to enter.
6. To reduce a likelihood of spreading the coronavirus disease the number of Prayers allowed to be present during the Church serviced is strictly monitored by the Parish:
 - a. All Prayers who want to participate must apply for participation via website: www.massbooking.uk
Church stewards will monitor the amount of people allowed to enter, and amount of space left in Church, which could be occupied at any one time when the Church is open for Church services.
 - b. Marriage ceremonies – no more than 6 people should be allowed to attend. Church stewards will monitor the amount of people allowed to enter. Social distance needs to be adhered from anyone they do not live with or have formed a support bubble. Face coverings should be worn.
 - c. Funerals – no more than 30 people should be allowed to attend. Church stewards will monitor the amount of people allowed to enter. Social distance needs to be adhered from anyone they do not live with or have formed a support bubble. Face coverings should be worn.
 - d. Baptism ceremony – no more than 30 people should be allowed to attend. Church stewards will monitor the amount of people allowed to enter. Social distance needs to be adhered from anyone they do not live with or have formed a support bubble. Face coverings should be worn.
7. Wherever possible the church will open windows and doors frequently to encourage ventilation.
8. The church will only be open for limited time and this information will be displayed and shared in advance. Church will be under stewards' supervision during the opening times.
9. The sign displayed at the entrance and inside the Church shows what should and what should not be done by persons attending the Church services.



10. Hand sanitiser must be used by all visitors at the entrance to the Church.

Face Coverings



1. All prayers/worshippers are required to wear face covering during presence in Church
2. There are some circumstances where people may not be able to wear a face covering. This includes:
 - a. children under the age of 11
 - b. people who cannot put on, wear or remove a face covering because of a physical or mental illness or impairment, or disability
 - c. if you are speaking to or providing assistance to someone who relies on lip reading, clear sound or facial expressions to communicate
 - d. police officers and other emergency workers.

Emergency Situations

1. In an emergency, for example an accident or fire, people do not have to stay two metres apart if it would be unsafe.
2. People involved in the provision of assistance to others will pay attention to sanitation measures immediately afterwards, including washing hands.

Test and Trace

The government has launched an NHS Test and Trace service to manage the risk of the virus re-emerging. The service:

- a. Provides testing for anyone who has symptoms of coronavirus to find out if they have the virus
- b. Get in touch with anyone who has had a positive test results to help them share information about any close recent contacts they have had
- c. Alerts those contacts, where necessary, and notifies them they need to self – isolate to help stop to spread the virus

Additional Information

1. To ensure the instruction and signage, related to mitigation of COVID-19 risk, is fully understandable there may be a need of translation, due to possible language barrier (subject of further assessment).
2. Basic infection controls should be followed as recommended by the government:
 - a. Cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze.
 - b. Put used tissues in your own pocket or your bag and dispose in your household bin. You must take your all used tissues and your all belongings with you before you leave the Church.
 - c. Wash your hands with soap and water often – use hand sanitiser gel if soap and water are not available.
 - d. Try to avoid close contact with people who are unwell.

- e. Clean and disinfect frequently touched objects and surfaces.
 - f. Do not touch your eyes, nose or mouth if your hands are not clean.
- 3. Persons worried about symptoms should use the NHS 111, only call if they cannot get help online, and NOT go to their GP or other healthcare centre.
- 4. Able bodied people should consider walking or cycling to church rather than driving. If driving, they should consider parking considerately. If parking in the car park, try to avoid parking immediately next to another car. If parking beside another car cannot be avoided, wait for the occupants of the neighbouring to get in/ out and move away. Avoid skin contact with neighbouring cars.
- 5. People with reduced mobility, limited vision, etc should assess their own needs, and if required, ask a member of their household to accompany them. While stewards will be present, their assistance will be limited by the parameters imposed by hygiene and social distancing.
- 6. Collection plates/ baskets will not be passed round during services. Any donations could be done via standing order. There is also a collection plate/basket at the exit from the Church.
- 7. Social distance (and face coverings if not possible to maintain 2 metres apart) should be also followed at the church's premises, such as the car park, to reduce the likelihood of spread of the COVID19.
- 8. People should to remain vigilant and report any suspicious activity.