

# Parish Protocol

## Following COVID-19 measures (June 9, 2021)

These are the general measures that apply to our congregation in Liege:

Rathna (warden) acts as steward

Guy (chaplain) acts as COVID-leader

### *For the people:*

- When you're sick, you stay home; when you're a risk patient, you stay home;
- Registration is no longer required (but see below);
- People have to come on time, wait outside until shown to their seats by the steward.
- Social distancing (1,5m) is to be maintained, no shaking hands or kissing;
- Bring paper tissues to catch sneezes and coughs;
- Everyone wears a face mask throughout the service;
- People can stay for a cup of coffee after the service; but this should be done outside. Two people volunteer to serve refreshments outside and do the dishes after.

### *Before (and after) the service:*

- Before and after the service we need to sterilize the chairs, door handles, toilet and faucets, screen and cables, everything that can have been touched;
- Where possible, the doors are made to stay open while entering, so people don't need to touch the doors;
- The side door / backyard door by the priest's side to remain open for ventilation throughout the service.
- *Two volunteers can do set-up, the warden with another volunteer to do clean-up.*

### *Entering the building:*

- The steward ushers people to a seat appropriate to the size of their bubble; if there are no seats for the size of the group, the steward sets this up;
- Everyone sanitizes their hands upon entering;
- People wear a facemask.

### *During the service:*

- As far as necessary, the COVID rules are explained during each service;
- Readers and those doing intercessions are not to touch the lectern. People need to bring their own preparation (readings, prayers, etc.) as we cannot share devices;
- There can be soft congregational singing behind mask; we can use said canticles;
- Wearing a mask is mandatory throughout the service;
- We provide as much ventilation as possible, doors and windows stay open.

### *After the service:*

- People can only stay outside for a cup of coffee or tea; people are asked not to linger indoors;

- A basket for collection will be available at the back of the church; people will be encouraged to give online donations;
- The warden + one volunteer counts the money using gloves;
- The warden fills in the service book;
- The warden + one volunteer cleans up as described above.

#### *Bible Study:*

- Provided this is ok for the majority of the people, Bible Study will be held on Sundays after the service;
- People are invited to bring their own Bible;
- When the weather allows, we sit outside, with bad weather we use the chapel with 1,5m distance;
- People wear face masks throughout Bible Study

#### *Other measures:*

- Relaunch of Sunday school is yet to be discussed;
- When we relaunch, we will respect social distancing, the leader will wear a mask and will not exceed the maximum number of allowed children.

#### Communication to be made to people:

- When you are sick, stay home;
- Registration is not required at the moment, but this might change when the number of attendance rises due to the size of our chapel;
- There is still limited seating (1,5m distance), so come on time and full is full; those that *have* registered will get their seats.
- Face mask obligatory;
- Use hand sanitizer before entering and bring paper tissues for catching coughs and sneezes;
- Stay at 1,5m distance of everyone outside your family at all times;
- No lingering inside after the service, but we can have coffee and a chat outside;
- Cash collection at the door, please make contributions via a bank transfer.

#### Seating Arrangements:

- The maximum number of people does not apply to us due to the size of the chapel, but we do need to ensure 1,5m distance between all seats;
- The seating will be set up as shown below. If other size groups are needed other than the ones provided, the steward sets this up before the people enter, allowing them to go straight to their seat and sit down;
- We do have an extra room, which can be used for one family/bubble;
- Registration is no longer required, but as we reach capacity reserved seats will be given priority and full is full.

## Communion (from the Coronavirus Guidance for Church Officers on public worship in our buildings - Revision May 2021)

- Priests presiding at the Eucharist should wash their hands in soap and water, or with an alcohol-based sanitizer, just prior to commencing the liturgy of the Sacrament.
- The bread to be consecrated for the whole assembly should remain covered during the eucharistic prayer.
- The words of distribution of the consecrated bread should be pronounced by the priest to the whole assembly corporately, so that the actual distribution of communion happens in silence.
- The priest to wear a face mask when physical distancing cannot be maintained (for instance when moving around) and at the distribution of Holy Communion. Hygiene rules prior to the administration of communion to the people need to be adhered to, by hand washing in soap and water, or using alcohol-based sanitiser.
- Each communicant should extend their hands to receive Holy Communion, with their face masks on.

Lectern

Altar

Piano + Bert

G

XXXXX

XX

X

X

X

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X

X

X

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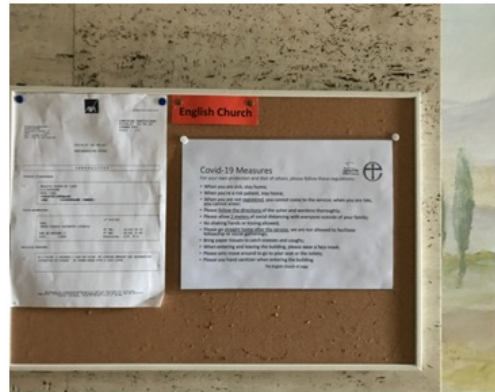
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The seats will be set up somewhat like this, depending on the "bubbles" that can be seated together.

Back room – room for 1 family.

Pictures of Set-up to use until further notice:

The measures we follow are on the notice board



Basket and hand-sanitizer

These are placed on a table in the salle de mamans.

Everyone needs to sanitize on entry and when leaving.

Money should be put in the basket when leaving.

Wardens use gloves to count the money, these are in the cupboard.



**1,5** meters distance

The seats are placed at a minimum of **1,5** meters apart. There is a tape in the cupboard of two meters you can use to check.



Only one toilet m/f and one sink to use



Police tape between bathroom and kitchen

We go to the bathroom via the terras – so we police line the entrance from toilet to kitchen and back room.

