

Watford Woodside Community Church of the Nazarene

COVID-19: Coming to Church for Worship Information Sheet – Issue 2.

We will be once again re-opening the church for worship in April 2021. Initially the church will open for Sunday Worship at 10:30am on Easter Sunday, April 4th at 10:30am. Attendance will be limited to 30 people (worshippers and ministry team combined) and booking your place is essential. Please read the following information carefully before booking. The following document sets out the current Covid-19 requirements and other information for worshippers who are planning to attend.

You are very welcome to come to the church for worship and we will make every effort to ensure that the church is a safe place for you to come whilst we continue to live with Coronavirus. However, **please consider your own personal circumstances and think about whether it is best for you to come to the church or not.**

Please DO NOT come to the Church if any of these apply to you or your household:

- If you have, or might have, Coronavirus.
- If you have any of the symptoms of Coronavirus (a high temperature, a new, continuous cough or a loss or change to your sense of smell or taste).
- If any members of your household have, or might have, symptoms of Coronavirus.
- If you have been asked to stay at home, through the “Test and Trace” process, or for any other reason.
- If you are shielding and have been advised to stay at home to avoid getting Coronavirus.

Please note that whilst you are at church the following will apply:

1. **Physical distancing** of 2 metres between households must be maintained at all times. Distancing markers are provided and we ask you to please respect them.
2. You are required to **wear a face covering** at all times whilst within the church building. If you forget your face covering single use masks will be available for your use at the check-in table. *If you are unable, or unwilling, to wear a face covering we would kindly ask you, in consideration of others, to stay at home and enjoy the service via live-stream on YouTube.*
3. There will, unfortunately, still be **no facilities for children**, including Sunday school, Crèche etc... Children must be supervised by their parent / guardian or carer at all times and will be required to sanitise their hands, maintain social distancing and sit with their household group throughout the service. Hopefully this will change as government restrictions are eased and more folks receive their covid-19 injections.
4. A **one way system** will be in operation. Please enter via the main doors or the right hand side door (as you face the church) and maintain physical distancing if there is a queue. You should exit by the Left Hand Disabled Access door. *(If someone requires to use the disabled access for entry please wait while they enter and maintain 2 metre physical distancing).*
5. Please wash your hands or **use anti-bacterial hand rub when entering and leaving** the building, this will be provided at all entries and exits, as well as in the toilet(s).

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6. The main **toilets will be out of use**. The disabled toilet will be available for 'emergencies' but in the interests of hygiene please try to avoid using this unnecessarily. Please wash hands or use sanitiser before and after using the toilet.
7. **Chairs will be physically distanced** by two metres from the next household and a booking system will be in use so that we know how to seat everyone. Numbers will be strictly limited in accordance with our COVID-19 Risk Assessment, so **advance booking is essential**.
8. This is an opportunity to meet for worship / prayer, please do not use it as a chance to meet up to talk to people you've not seen in a long time, we understand that this could be difficult. **Please refrain from hugging, kissing, hand-shaking and other close proximity activities within the confines of the church**. In the early weeks of re-opening the government rule of 'No Mingling' in church will apply.
9. Services will be live-streamed and will therefore aim to start at 10:30. To cause minimum disruption we would ask you to be **seated by 10:25**. The service may include the use of pre-recorded songs, but as restrictions are eased we hope to also include live worship music. Unfortunately there will still be **no congregational singing** and the **use of raised voices must be avoided**. Spoken responses to prayers are permissible.
10. Please **avoid bringing any personal possessions**, or bags that could be left behind. It is your responsibility to remove anything that you use while in church, including any rubbish / tissues, disposable communion cups etc... Items you touch are classified as hazardous material and Naomi is not supposed to handle them.
11. A booking system will be in operation and **you should not attend if you are unable to book in advance**. If you arrive at the church without having booked you will in all probability be asked to return home as we have strict capacity limits which must be observed.
12. The **kitchen will be out of use** and there will be no catering provided.

Other Information:

- Stewards will be available to guide you to your seating, to supervise the one-way system and use of the toilet. Please consult a steward if you have a problem with seating or anything else.
- Your booking will also act as a register of people who have attended in order to support the NHS Test and Trace system. You will be checked-in upon arrival at church to confirm your attendance and this information will be held for a minimum of 21 days.
- Wherever possible please use on-line methods for your Tithes and Offerings. There will be a receptacle for cash or cheque offerings which you may use, but there will be no offering collected during the service.
- Please enter quickly and take your seat immediately. Please leave promptly when the service ends and respect anyone who wishes to pray quietly before they leave. Please respect the 'no mingling' rule.
- The church will have all high touch areas cleaned before and after meetings. A full cleaning of the church will take place 72 hours after the main church service.

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How to book:

We will be using an on-line booking system to manage attendance. **It is essential that you pre-book before attending** so that we do not exceed the permitted capacity.

The system is called 'ChurchSuite' and you will be able to book your place yourself by visiting the 'event page' for the service or meeting that you wish to attend. The event page will be available on the church website, on the WCCN ChurchSuite App for iOS and Android or via a link that we will post on the Facebook Group and the Church Family WhatsApp group.

The church website link is: <https://www.watfordnazarene.org.uk/bookings/> Bookings will normally be available from Monday lunchtime for the following Sunday.

You may also book by contacting Naomi Schofield in the church office on 01923 465114, or Bob Dowty on 07918 175281 if Naomi is not available. *Note: An 'on-sale' date/time will be publicised in advance. Please do not call before this time because the booking system will be unavailable.*

Please note that we will use a ticketing process and bookings will be on a first-come first-served basis. Once tickets are gone you will not be able to attend. However, if there is much more demand than available space we may introduce a system of 'fair play' to allow everyone to have a chance of attending a future meeting.

ChurchSuite

The church is now using Church Management Software for its main records system. ChurchSuite is a cloud based system and is very secure. Part of ChurchSuite allows you to manage your own data and preferences under GDPR via a web portal or smartphone app. You can also use it to see what's on in the church and book into any meetings.

If you are a regular attendee at the church you should have received an invitation to access My ChurchSuite if we have your email address. If we don't have your email address you won't get an invitation, but that will not stop you from booking your place via the event page. You can always pass your email address to Naomi to add for future use.

You will be able to access Your ChurchSuite by downloading the ChurchSuite app from the Google Play Store for Android, or the App Store for iOS devices, or by visiting <https://wccn.churchsuite.com> via a web browser.