



## BRITANNIA UNITED CHURCH RE-OPENING FACT SHEET

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[www.britanniaunitedchurch.ca](http://www.britanniaunitedchurch.ca) <https://www.facebook.com/britanniaunitedchurch/>



Aug. 26, 2020

The following information has been prepared by the COVID-19 Response Committee of Britannia United Church (BUC) to assist you with planning your return to Sunday services.

In early June, the Ontario Government announced that all places of worship in Ontario would be permitted to open with physical distancing in place and attendance limited to no more than 30 % of the building capacity to ensure the safety of worshippers.

On August 12, 2020, the BUC Council approved the re-opening plan prepared by the COVID-19 Response Committee. The committee is made up of representatives from various church committees. The decision was made to re-open the church no earlier than September 27, 2020.

During the period when the church was not open for services, the weekly service was available on the BUC website ([www.britanniaunitedchurch.ca](http://www.britanniaunitedchurch.ca)). BUC will continue to offer on-line weekly church services for the congregation after the church is open.

### **Church's Revised Look and Feel**

Tremendous research was done, along with due diligence for the care of the congregation, to create the re-opening plan for the church. The church committees have duty of care responsibilities for the church's congregation, staff and volunteers, and the public, renters and community groups using the facility. To keep you safe, changes have been made to mitigate the risks associated with contracting COVID-19.

- If you are feeling unwell, do not attend; a self-assessment is done when you register.
- Physical distancing must be maintained at all times (2m/6ft).
- You are asked to sanitize your hands when you enter and exit the building; rubbing them for a minimum of 15 sec. is required; you are encouraged not to touch your eyes, nose or mouth.
- Wearing a mask is mandatory while in the church. If you arrive without a mask, you will be provided with one. (You are encouraged to bring your own mask.) If you have a medical condition or a disability that prevents you from wearing a mask, a face shield will be provided, but it must be returned to the volunteer following the service. If you do not accept to wear a mask or shield, you will be refused entry to the church.
- Children under two are exempt from wearing a mask.
- You are encouraged not to congregate on the way into and out of the church.
- Coffee service has been suspended; the kitchen will be closed except for exiting.
- The cloakroom will be closed off; during the winter season, you will be asked to keep your personal items with you (including gloves, hat, coat, boots).

-The ride service for members will not be provided by the church. You are discouraged from offering rides to individuals who are not in your family circle/bubble.

### **Church Service Changes**

-Hymnaries and Bibles were removed from the Sanctuary; no bulletins will be supplied, and the overhead projector will provide the order of service.

-Singing by the choir and congregation will be suspended, but music (non-wind instruments) will be provided; taped music may be added to the service.

-Sunday School has been suspended during this period. Families are welcome to bring their children, but they must be kept within their seating space for the entire service. Activities packs will be available.

-The collection plate will not be passed during the service, but will be available for your offering at the registration table; the congregation is encouraged to give by pre-authorized remittance (PAR) or e-transfer to [bookkeeper@brituc.ca](mailto:bookkeeper@brituc.ca).

Your donations count! Due to COVID-19, the church's revenue has seen a significant drop. The church, more than ever, requires your weekly donation so that operations can be maintained.

### **Registration for Church Service**

With physical distancing, it was determined that approximately 30 members can attend the weekly service. To confirm your worship seat, pre-registration is required. It will be open between Monday and Thursday at noon. Sign up your family and guests on-line at the BUC website ([www.britanniaunitedchurch.ca](http://www.britanniaunitedchurch.ca)). First come first served. A waitlist will be created. Should someone cancel, the wait-listed individuals will be notified immediately.

If you need help to register on-line or do not have access to a computer, call Melissa McEwen, BUC Office Administrator, at 613-828-6018.

### **Church Sanitization**

-The church will be deep cleaned (disinfected) after each time the Sanctuary is used (chairs, door handles, hand railings, light switches).

-Washrooms will be deep cleaned (disinfected) every day. During Sunday service, the washrooms will be sanitized by a volunteer after each use (toilet seat, sink, taps, counter and door handles) with the disinfectant wipes provided.

### **Church Service: What to Expect**

-BUC will inform you as to when the church will reopen. It will not be before September 27, 2020.

### **Arrival**

-You are encouraged not to arrive before 10 am.

-You will enter the church through the door located to the left of the main entrance doors. A volunteer will greet you and confirm you are wearing a mask and ask you to sanitize your hands.

-A volunteer will direct you to the registration desk-and you will be required to line up maintaining physical distancing (2m/6ft).

-Another volunteer will check you in and complete a secondary health assessment at the registration table.

-Then a volunteer will lead you to your seat.

Once seated, you are asked not to change seats due to the sanitization that is required between each seating.

### **Departure**

-A volunteer will dismiss attendees row by row, beginning with the back row. Exiting will be done via the kitchen to support-physical distancing.

-Attendees requiring assistance (mobility issues) or those who are wearing a-face shield only will be seated at the back of the Sanctuary and will leave via the stained-glass doors.

-Post-service greetings by the Minister will be discontinued until further notice.

### **Contacts**

Depending on your age, immunocompromised situation, and your personal comfort level, you may decide not to attend and that is understandable. Remember that the weekly on-line service will still be available on the BUC website, at [www.britanniaunitedchurch.ca](http://www.britanniaunitedchurch.ca).

In the event of a COVID-19 outbreak at BUC, contact tracing information (gathered during registration) will be provided to Ottawa Public Health. Ottawa Public Health will contact everyone that may have been in contact with the individual identified. The church will provide details of the outbreak on our website. BUC will close for a period of at least 14 days after the outbreak.

If you have questions, do not hesitate to contact the church office at 613-828-6018 with your concerns which will be shared with the Church's COVID-19 Response Committee.

### **Useful References**

<https://www.ottawapublichealth.ca/en/public-health-topics/masks.aspx>

<https://www.ottawapublichealth.ca/en/public-health-topics/novel-coronavirus.aspx>

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