



Returning to Public Worship at St Marylebone Parish Church

Places of worship reopened for public worship from 4th July 2020, and following the guidance provided by MHCLG (27th July 2020), each place of worship has the power to determine the number of people/households who may attend public worship. This protocol sets out the parameters within which public worship can take place safely at St Marylebone Parish Church and is in accordance with the latest guidance issued by the Church of England and H M Government. These guidelines, designed to help keep people safe during public worship at St Marylebone Parish Church, will be kept under review. From 8th August 2020, face coverings have been mandatory in all places of worship. Designated businesses and organisations (including Places of Worship) have been legally required to log details of visitors, worshippers and staff for NHS Test and Trace from Thursday 24th September. As a designated premise, St Marylebone Parish Church is required to display the official NHS QR code posters under law. When someone enters the parish church and scans the official site-specific NHS QR code poster, the parish church's locality information will be logged on the user's phone. The device will check if users have been at that location at the relevant time and if the app finds a match, users will get an alert anonymously with advice on what to do based on the level of risk. Whilst Government guidance and advice is being constantly revised, it remains vital that all necessary hygiene and social distancing precautions are kept in place in order to protect the NHS and save lives.

The Parish Church is now in Local COVID alert level: high, but is exempt from many of the restrictions in place at this level of alert and can host as many people as its risk assessment allows for, but no one must mix indoors with anyone with whom they do not live (or with whom they have formed a support bubble) unless exemptions apply. This applies to concerts as well as to worship.

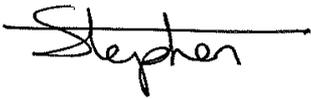
At St Marylebone Parish Church, this advice and guidance is interpreted as follows following appropriate Risk Assessments having been undertaken:

1. All who attend public worship must be alert and vigilant and remain responsible for their own safety and the safety of others.
2. All who are present at acts of public worship must wear a suitable face mask from 8th July 2020 in accordance with the prime minister's directive of 31st July 2020. Evidence suggests that wearing a face covering does not protect a person from Covid-19. However, if a person is infected but has not yet developed symptoms, wearing a face covering may provide some protection for others. Worshippers, volunteers and staff should follow this protocol in regard to wearing a face mask: thoroughly wash hands before putting on and taking off any face covering. A face covering must cover the mouth and nose and fit well around the face.
3. At the present time, the parish church is deemed to be able to accommodate 94* households or households/individuals as follows: 48* on the ground floor, 34* households or individuals on the first-floor gallery and 12* households or individuals on the second-floor gallery. *These numbers will be kept under constant review in line with changes to social distancing requirements and other guidance and advice. The Rector, or his representative, reserves the right to not to admit people if the permitted number of worshippers is or is likely to be exceeded.
4. Households will, as far as is possible, be able to sit together.
5. Entry into and out of the parish church and movement whilst within the parish church will be carefully managed and controlled by Sidesmen/Marshalls and must be adhered to by all worshippers. Wherever possible the NHS COVID QR should be used to check-in.
6. All worshippers must make sure that they leave plenty of time to be booked in for worship and must not arrive late.
7. Appropriate social distancing measures must be observed by all clergy, SMPC Team members and worshippers at all times.
8. All worshippers, Team members and clergy must observe the strictest personal and community hygiene at all times and use the hand sanitiser provided on entering and leaving the building.
9. No toilet facilities will be available to worshippers because of where the toilets are situated and the very limited access available to the crypt.

10. All worshippers, of whatever age, must be recorded before entering the building and their details kept for a period of at least 21 days in accordance with the Government's guidelines for any Covid-19-related track and trace follow-up.
11. Sidesmen and Welcomers will wear a face covering.
12. Doors will be fixed open where it is safe to do so.
13. Adequate ventilation will be provided by keeping the first-floor windows open during worship.
14. Every worshipper must be informed that the service they attend might be recorded and, later, uploaded to YouTube for the benefit of worshippers not able to attend in person. No individual will be filmed other than the officiating priests and the person reading the lesson.
15. Following the advice of the Archdeacon of London, received verbally on 14th July 2020, worshippers are permitted to stand or sit as appropriate during the Liturgy.
16. Sidesmen/Welcomers will be required to wear a face covering or mask when taking people's contact details as part of social distancing protocol.
17. Worshippers will be shown to designated seats before worship begins and should not leave those places until invited to do so in order to ensure everyone's safety.
18. Every pew that has been used will be cleansed between use.
19. As of, the date of this protocol, it is still not possible for any congregational singing to take place during public worship.
20. It is now permissible for both professional and non-professional singers and musicians to perform in small groups to people inside and outside of buildings in line with the recommendations for physical distancing and hygiene set out by H M's Government in its updated performing arts guidance issued on 13th August 2020.
21. The organ will be used before, during and after worship. Suitable recorded music may also be used.
22. Before and after worship, the level of the sound produced by the organ must be kept to a reasonable level so that speech between people can take place without individuals having to raise their voices.
23. All organists must observe the St Marylebone Parish Church formal Risk Assessments in place on the use of the organ and cleaning.
24. Clergy must wear only the vestments assigned to them and only use the silverware assigned to them and be scrupulous in their personal hygiene and protect the hygiene of worshippers.
25. Hosts for Sunday worship will be prepared at least 72 hours prior to the celebration of the Eucharist.
26. The Ciborium will be covered during the prayer of consecration.
27. The celebrant must not speak nor sing over any uncovered elements.
28. Only the celebrant may drink from the Chalice.
29. Only bread will be administered by the priests. This will be done by placing the bread into the outstretched hand of the communicant using a pair of stainless-steel tongs. A Perspex screen may be employed between the priest and the communicant. An alternative will be for the celebrant to wear a clear face visor when distributing Holy Communion.
30. Hosts not consumed by the faithful during public worship will be consumed by the priest who has consecrated the bread in question or any unused consecrated wafers may be isolated in the tabernacle for 36 hours before being used.
31. The Peace will not be shared physically, but people are encouraged to acknowledge each other as fellow members of the Body of Christ.
32. No paper-based material may be used in worship, save for disposal items which must not be left behind nor shared with others..
33. All words for worship will be displayed on the AV screens.
34. All words used in public worship will be available on the parish church's website (www.stmarylebone.org) for downloading onto smart phones or tablets.
35. Sight-seers and visitors are not to be admitted during public worship.
36. Young Church will be provided in the parish church from Sunday 6th September at both 8.30 am and at 11 am. Small groups made up of appropriately sized year groups will meet in a recurring cycle on Sunday mornings in the Crypt. Slides with questions for children to consider during the sermon will be

displayed in the parish church during worship at 8.30 am and at 11 am. In time this may be augmented by work sheets or books which, once used, must be destroyed or taken home by the user.

37. All worshippers are encouraged to make their donation electronically, preferably via Standing Order and/or bank credit. A "Collection" will not take place but people may place cash into designated receptacles. Cash will be quarantined for 36 hours after a donation is made.
38. Sidesmen and Welcomers may have to refuse entry to latecomers and those whose participation in worship might cause the permitted number of worshippers to be exceeded.
39. Worshippers may use the Browning Room to which the service will be relayed.
40. Worshippers must bring their own drinking water. No refreshments will be provided at the parish church.

A handwritten signature in black ink that reads "Stephen". The signature is written in a cursive style and is positioned above a horizontal line that extends to the right.

The Revd Canon Dr Stephen Evans, Rector of St Marylebone

20th October 2020