



## What can we do to keep members safe at church and limit the spread of COVID-19?

### 1. Connecting from home

- ❖ Set up ways to communicate with members online (e.g. through Skype or Zoom) and communicate with them frequently.

### 2. Physical distancing

- ❖ Put up posters around the facilities on keeping at least 1.5 metres distance between everyone.
- ❖ Erect signs at entrances to rooms to ensure the maximum safe capacity is not exceeded.
- ❖ Move chairs further apart to comply with social distancing.
- ❖ Provide social distancing markers on the floor in areas where members line up.
- ❖ Nominate a person to be responsible for keeping everyone the required 1.5 metre distance apart in accordance with the latest government requirements.

### 3. Handwashing and hygiene

- ❖ Have hand sanitiser stations at entry and exit points and around the facilities.
- ❖ Ensure bathrooms are well stocked with hand wash and paper towel.
- ❖ Put up posters with instructions on how to hand wash/hand rub.
- ❖ Inform members on other ways to limit the spread of germs, including by not touching their face, sneezing into their elbow, and staying home if feeling sick.
- ❖ Instruct members to limit contact with others—no shaking hands or touching objects unless necessary.
- ❖ If possible, accept only cashless transactions.
- ❖ Increase access to closed bins in your facility.

### 4. Cleaning

- ❖ Ensure any areas frequented by members are cleaned at least daily with detergent or disinfectant.
- ❖ Instruct workers to wear gloves when cleaning and wash their hands thoroughly with soap or use an alcohol-based hand sanitiser before and after wearing gloves.
- ❖ Clean frequently touched areas and surfaces several times a day with a detergent or disinfectant solution or wipe. This includes Eftpos-equipment, handrails, tables, counter tops, door knobs and sinks.
- ❖ Instruct members to clean personal property that comes to church, such as sunglasses, mobile phones and iPads with disinfectant, such as disinfectant wipes.

### 5. Monitor symptoms

- ❖ Put up signs about the symptoms of COVID-19.
- ❖ Direct members to stay home if they are sick, and if they are displaying symptoms of COVID-19 ask them to call the National Coronavirus hotline (1800 020 080).
- ❖ Instruct members to tell you if they are displaying symptoms of COVID-19, have been in close contact with a person who has COVID-19 or have been tested for COVID-19.
- ❖ Treat personal information about individual members' health carefully, in line with privacy laws.

### 6. Planning

- ❖ Keep a register of all people attending any church activities, including but not limited to worship services, youth gatherings, small groups, leadership meetings.
- ❖ Nominate a member or leader to champion safe practices and teach

- others the proper procedures listed above.
- ❖ Develop a plan to ensure business continuity if there is a suspected or confirmed outbreak of COVID-19 in your church.
  - ❖ Consider what you will do if one of your member is suspected or confirmed to have COVID-19, including how you will support that person and what you need to do to ensure the church remains safe for others.
  - ❖ Consider if you have appropriate cleaning products and personal protective equipment available to disinfect your workplace following an outbreak. If you do not, consider options for hiring a cleaning company to do this work.
  - ❖ Put a protocol in place for reopening church after an outbreak or quarantine period.