

For use in assessing readiness to open churches for worship and private prayer

PARISH	Y / N
Decision-making	
The information from DHHS in relation to <i>Religion and ceremony</i> has been read (see link below)	
The Wardens and Parish Council have discussed the DHHS guidelines for places of worship	
Agreement has been reached as to the parish's readiness to comply with these	
Vulnerable persons	
We have a communications strategy to minimise risks to vulnerable persons in the community	
Signage and communications	
The directions from the DHHS (see link below) in relation to <i>Religion and ceremony</i> have been followed	
An announcement will be made in every service reminding attendees to maintain social distancing and use hand sanitiser, and for any 'symptomatic' persons (or close contacts) to self-exclude	
Cleaning	
A mechanism for regular thorough cleaning, and record-keeping, has been put in place	
Hand sanitiser has been purchased and will be placed at entry and exit points with signage	
Service times have been scheduled to allow sufficient time for cleaning between each service	
Social distancing	
A seating plan inside the church has been prepared to keep people 1.5 metres apart	
Someone has been designated to supervise social distancing on arrival and exit	
The density quotient of the building has been calculated	
Worship	
Arrangements have been made to use an alternative to shared books for presenting worship texts	
Services have been designed to avoid prolonged face to face contact and to allow time for cleaning	
An attendance register has been prepared for each service including a space for contact details	
Regular worshippers have been asked to nominate times so as to avoid people being turned away	
The administration of communion (where applicable) has been planned to maintain hygiene	
Private Prayer in Churches	
A roster has been prepared to ensure monitoring of DHHS requirements whenever the church is open	
Those fulfilling this role have been briefed as to the requirements to be observed by visitors	
Church opening hours have been moderated to accommodate the need for monitoring	
Resources	
DHHS details on easing of restrictions	https://www.dhhs.vic.gov.au/victorias-restriction-levels-covid-19
DHHS information for places of worship	https://www.dhhs.vic.gov.au/religion-and-ceremony-restrictions-covid-19
Questions	Call the Registry Office on 03 5443 4711
When completed	Email checklist to Naomi: registrar@bendigoanglican.org.au