

## 4 Worship Policies and Procedures

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### 4.1 Corporate Worship Options

- 4.1.1 Corporate worship will resume with in-person gatherings up to 30% of space capacity, which computes to 80 persons per service in the parish worship space.
- 4.1.2 Effective September 13, 2020, Christ Church Deer Park will resume in-person worship on Sundays at 8:00 am, 9:15 am and 10:30 am. It will also continue to offer online worship by means of live video and audio coverage (live streaming) of the 9:15 am service.
- 4.1.3 Parishioners with special needs and/or individualized considerations (and their caregivers) are encouraged to contact the parish about supports necessary to ensure their safe return to in-person worship.
- 4.1.4 No person should feel obliged to attend in-person worship.
- 4.1.5 The chapel will not be used for worship services.
- 4.1.6 Unless there is an emergency, the sacrament of baptism is deferred to a later date.
- 4.1.7 Parishioners and the general public will be advised of changes to our corporate worship via email, social media, and the parish website.

### 4.2 Registration and Preparation for Sunday Worship

- 4.2.1 Parishioners are asked to register in advance for each worship service they plan to attend and to answer basic health screening questions relevant to COVID-19 so that the parish can offer a safe environment within capacity and in compliance with laws and health directives. For the purposes of contact tracing, parishioners will also be required to provide their own name and contact information plus the name and contact information of each person for whom they are registering.
- 4.2.2 Registration will be by means of an online service known as Eventbrite at no cost to any parishioner, and the parish will forward invitations with the link (which will also be available on the parish website). Eventbrite will allow the parish to track attendance numbers, do contact tracing if need be, and make appropriate provisions for worshippers. Personal information collected through Eventbrite or any other means will be securely stored for a period of three (3) years, and information kept private.
- 4.2.3 Once they have registered, parishioners will be required to bring to the worship service the Eventbrite ticket in paper or electronic form. Tickets will be scanned at the door before entrance.

- 4.2.4 Parishioners who do not have access to Eventbrite, i.e. do not have computers or access to the internet, should telephone the office during the week to confirm their attendance, and a ticket will be generated for them and available at the door.
- 4.2.5 Ten per cent (10 %) of the available seats for each worship service will be reserved for unexpected guests or visitors.
- 4.2.6 There will be no prayer books or other materials in the pews during worship. Parishioners should bring their own Bibles or prayer books, as they prefer.
- 4.2.7 Parishioners should come prepared with any necessary personal supplies, such as face coverings, water bottles, tissues, or children's toys and snacks.
- 4.2.8 Out of consideration for the health of others, parishioners must take away with them anything that they bring into the space or anything that was handed out to them on arrival, such as a printed order of service.
- 4.2.9 When planning their attendance, parishioners should keep in mind that there will be limited access to washroom facilities in the church premises.

### 4.3 During Worship

- 4.3.1 Worshippers are asked to arrive up to 20 minutes prior to their selected worship service in order to accommodate entry protocols, such as scanning of Eventbrite tickets and healthscreening questions. Worshippers should also anticipate the need to line up prior to entry while maintaining appropriate social distances and following markers on the sidewalks or walkways.
- 4.3.2 Entry will be via the Bell Tower on Heath Street. The Yonge Street entrance will be used for exit only.
- 4.3.3 Sides people and greeters will be trained on the protocols for contact tracing, social distancing, hand hygiene, masks, and how to seat and usher worshippers.
- 4.3.4 Parishioners, guests, or visitors who were unable to register in advance, will be assisted by a sides person who will take all the necessary information for contact tracing purposes before admitting them to the worship space.
- 4.3.5 Upon arrival, worshippers will be given an order of service that they must take with them at the end of the service.
- 4.3.6 Worshippers must practise physical distancing at all times and observe the 2-metre floor markers in the aisles. Gathering or socializing, particularly in entrances, vestibules, and aisles must be avoided.
- 4.3.7 Worshippers may sit only at the designated spots in the pews and should respect any direction offered to them by sides people from the time of entry to the time of exit.

- 4.3.8 Hand sanitizer will be available at the front and at the rear of the church as well as at the entrance and exit. Worshippers are requested to use it, especially upon entry.
- 4.3.9 Face coverings are mandatory for all individuals in the building at any time and must be worn correctly, i.e. covering the nose and mouth. Worshippers are requested to bring and wear their own masks, and the sides people will provide a mask to any individual who is without one.
- 4.3.10 While in the worship space, masks may be removed only to allow worshippers to eat the bread at the Eucharist. Immediately afterwards, masks must be replaced.
- 4.3.11 Sides persons may provide water only for reasons of health and safety when necessary and will distribute it with sanitized hands.
- 4.3.12 No physical contact is to take place before, during, or after the worship service: smiles and words only are acceptable during the exchange of the Peace.
- 4.3.13 Collection plates and baskets will not be passed person-to-person during the Offertory. Parishioners who do not use pre-authorized bank deposits may deposit their offering into plates or baskets placed out to receive them.
- 4.3.14 No choral or congregational singing is permitted. Recorded music, instrumental music, and soloists are allowed. Vocalists and wind instruments must keep a distance of 4 metres from others.
- 4.3.15 Microphones will be assigned to a single individual and not be passed or shared during a service. Microphones must be sanitized between services.
- 4.3.16 Congregants must leave the church through the Yonge Street doors as soon as the service has ended, without socializing or gathering at the doorways, on the steps, paths around the church property.
- 4.3.17 Persons responsible for emergencies during worship will be made aware of any temporary changes to the emergency safety protocols (fire evacuation, medical emergency, etc.)

#### **4.4 Children During Worship**

- 4.4.1 Children under the age of ten are to remain with their families.
- 4.4.2 Families may bring their own toys and snacks for their children but must not share them with others.
- 4.4.3 The parish may choose to make available clean, new items for children, such as leaflets, crafts, small books or toys, but these are not to be shared or left behind at the conclusion of the service.
- 4.4.4 Youth programs (for ages ten and up) may resume with strict social distancing and use of masks but no food or beverages may be served or shared. No singing is permitted.

#### **4.5 The Eucharist**

- 4.5.1 The celebration of the Eucharist will resume on September 13, 2020.
- 4.5.2 The presiding celebrant will consecrate both the bread and the wine, and consume in both kinds, but will distribute only the consecrated bread to those wishing to receive Communion.
- 4.5.3 A subdeacon—with thoroughly sanitized hands—will help prepare the credence table ahead of time for Holy Communion. The elements will not be processed during the Offertory. The subdeacon will clear the altar following Communion.
- 4.5.4 There will be no passing of sacred vessels during the Eucharist. Only the presiding celebrant is to handle the elements during the service, having used hand sanitizer before doing so.
- 4.5.5 The presiding celebrant will stand alone at the altar and prepare the altar for the Eucharist.
- 4.5.6 The presiding celebrant and other speakers in the liturgy may remove their mask if socially distanced, for purposes of clear articulation, but while presiding at the altar the presiding celebrant must either use a mask or cover the elements with palls, veils or purificators when speaking.
- 4.5.7 The priest and all others distributing Communion will use hand sanitizer and wear a mask at the time of distribution.
- 4.5.8 Communicants must wear masks and come forward in a socially-distanced manner, observing floor markings and respecting directions from sides persons.
- 4.5.9 Holy Communion will be distributed from standing stations. Communion rails and kneelers will not be used.
- 4.5.10 Communicants will receive the host in their hands, while still wearing a mask. They will then move away from the communion minister to remove their mask, consume the host, and replace their mask, before returning to their seat.
- 4.5.11 Consecrated bread is to be placed carefully in the communicant's hand with the minimum of touching. Larger wafers are recommended for this purpose.
- 4.5.12 Should accidental contact take place, the communion minister will stop and sanitize his/her hands before resuming distribution.
- 4.5.13 Blessings will be given without touch.
- 4.5.14 Prayers for healing without contact are permitted. (Anointing with oil is reserved for private visits only, when rigorous hand hygiene can occur both before and after the anointing.)

## 4.6 Worship Space Preparation

- 4.6.1 Parish staff will order all required cleaning supplies and will identify and routinely sanitize high-touch areas, such as doorknobs, light switches, elevator buttons, bannisters, railings, kneelers, and the backs, tops and arms of pews.
- 4.6.2 Professionals and/or trained volunteers will clean the worship space **after each service** with particular attention to high-touch areas. The worship space must be completely vacated between services to allow for a thorough cleaning. (To facilitate efficiency in cleaning/disinfecting, 8:00 am worshippers will be seated on the north side of the church.)
- 4.6.3 Pews will be clearly marked to indicate appropriate physical distancing of 2 m between individuals/family groupings, to the maximum capacity of 30% of available space.
- 4.6.4 Seating in the sanctuary must also take physical distancing into account, with furniture being rearranged as necessary.
- 4.6.5 Signage and floor markings will be used to indicate directions of movement through the space.
- 4.6.6 The capacity of the Vestry is one person at a time and of the capacity of the Sacristy is two people. Access to these rooms is limited to the people preparing for worship services. Preparation times for participants will be staggered.
- 4.6.7 Hand sanitizer containing at least 60% alcohol content will be at the entrance(s) and throughout the church.
- 4.6.8 Masks (disposable or washable cloth) must be worn by everyone throughout the duration of the liturgy and whenever in the building. Disposable masks will be provided for anyone who is not wearing a mask.
- 4.6.9 More fresh air will be introduced by increasing the ventilation system air intake or opening windows. No central air conditioning or fans will be used.
- 4.6.10 Posters with information on COVID-19, physical distancing, hand hygiene, cough hygiene, mask use, and when to stay home, will be located throughout the building at strategic and/or prominent spots.

[Fact Sheet Novel Coronavirus](#)

[COVID-19 Social Distancing](#)

[COVID-19: Protect Yourself – Wash Your Hands](#)

[Handwashing Poster](#)

[Hand Sanitizing Poster](#)

[Cover Your Cough](#)

[COVID-19: Protect Yourself – Cover Your Cough](#)

[Health & Safety During COVID-19 - Protect Yourself and Others](#)

## 4.7 Non-Worship Space

- 4.7.1 Areas and rooms that will not be in use will be closed with signs indicating such.
- 4.7.2 One person will be allowed in a washroom at one time. Signage and floor indicators will show the required physical distance to be observed by those waiting for the washroom.
- 4.7.3 One person will be allowed in elevator at one time, and a sign will be posted on the elevator to indicate this.
- 4.7.4 The worship space and washrooms will be thoroughly cleaned and disinfected after each service.

## 4.8 Other Notes

- 4.8.1 Those who count money are to wear gloves and wash their hands thoroughly afterwards.
- 4.8.2 Larger in-person gatherings may now resume, to established gathering limits, where physical distancing is possible.
- 4.8.3 Food and beverages will NOT be served or shared at any gathering.
- 4.8.4 Routine pastoral care visiting will resume, observing heightened hygiene practices.