**DIOCESAN GUIDELINES FOR THE REOPENING OF CHURCHES FOR PRIVATE PRAYER**

Risk Assessment Check list:

1. A risk assessment check list must be completed prior to any re-opening. This must be signed and a copy sent to Kevin Harvey at the Archdiocesan Offices. No church may be re-opened until this has been completed and the church is in receipt of the letter of authorisation from the Archbishop and the pack of supplies from the Diocesan Office.

Social Distancing:

1. Churches that were normally opened for private prayer before the Covid 19 restrictions could re-open for private prayer following the health and safety check and if resources available to the parish make it possible.
2. The 2 metre social distancing regulation must be followed at all times by all individuals without exception.
3. No church may re-open that does not have a separate entrance and exit and can provide a one way system for movement within the building.
4. At least 2 “welcomers” will need to be on duty at all opening times.
5. The Church will know the numbers who can safely be allowed in and this limit must not be exceeded.

Hygiene Control:

1. The Church must be cleaned before any re-opening.
2. Entry and exit doors must, if possible be kept open to minimise contact between individuals and to avoid the shared contact on hard surfaces.
3. The building should be well ventilated (evidence suggests that the virus is less likely to be passed on in these conditions.)
4. There must be hand gel (of a suitable kind) at the entry and exit point.
5. Toilets will not be opened for use. (Except for the use of the welcomers.)

Reserved area/seating:

1. One of the welcomers will wipe down the place where an individual has sat or knelt.
2. Disposable clothes used to do this will need to be disposed of in a separate closed bin.
3. Welcomers will wear the protective aprons and gloves and use the material provided by the Diocese.

Other Guidelines:

1. Out of consideration for others visits should not be prolonged, especially if there are other people waiting to enter the building.
2. Holy water, books, pamphlets, sheets of paper will not be available during visits for private prayer.
3. Votive candle stands must be withdrawn from use.

Review of Guidelines:

These guideline will be kept under review and revised as and when necessary. It is also possible that the authorisation for opening will be withdrawn at very short notice.

What the Diocese will provide:

* A short walk through on video of what an open church needs
* A Pack containing the following:
* All the necessary signage
* 50ml hand sanitising solution
* 500ml pump action sanitising solution
* Spray wipe sanitiser
* Centre feed roll (industrial kitchen roll)
* Disposable aprons
* Rolls of social distancing tape
* Lanyards and holders
* Type 11R face masks
* Visors
* Nitrile gloves
* Red & white barrier tape