

## **CORONAVIRUS (COVID-19) PARISH CONTINUITY PLAN**

**Christ Church West Didsbury  
& St. Christopher Withington**

### **EMERGENCY CONTACT DETAILS**

**Rector**

**The Revd. Anne Pilkington: 0161 445 4152**

**Assistant Curate**

**The Revd. Tom Studman: 0161 680 6003**

**Reader**

**Mrs. Barbra Malone: 0161 881 7713**

**Archdeacon**

**The Ven. Karen Lund: 0161 828 1423**

### **Our Parish – Leadership roles and parish functions**

The Rector and Wardens, with the support of the Parish Curate and PCC, will ensure as far as possible the continued mission and ministry of parishes, and the maintenance of the critical ongoing business of the parish.

We will ensure the good running of the Parish, using appropriate technology where necessary.

We will seek to keep in touch with members of our parish, by telephone, email and via our website.

The Rector's nominated deputy is the Assistant Curate, The Revd Tom Studman. The Churchwarden, Barbra Malone will fulfil this role should Anne or Tom be unwell.

We will attempt to maintain good health and safety standards and good hygiene when the church is open

We will ensure that weddings, funerals and baptisms are appropriately taken or postponed depending on the emerging health situation

We will liaise, as the health emergency situation changes, with families seeking the occasional offices.

## **Communication**

The Incumbent, or her nominated deputy, will provide a channel for regular communication, by email or phone, with Area Dean and Archdeacon as requested.

The Incumbent and deputies will have emergency contact details for:

- The Area Dean
- Clergy and Licensed Lay Ministers who are available for ministry, occasional offices and pastoral care,
- Those involved in services and other church activities.

As the situation regarding Covid-19 changes the Rector and Wardens will use all appropriate means to give information about the outbreak and any appropriate advice. This may include notice boards, email and social media.

## **General Hygiene**

Alcohol-based hand-sanitiser (minimum alcohol content 60%), or appropriate hand washing facilities in the event of a shortage of sanitisers will be available at the entrance to the church, with Notices and Welcomes encouraging community and visitors to use on entry.

Tissues and bin provided at church entrance

Notices/posters are displayed to remind people of the general hygiene advice..

We will clean and disinfect frequently touched objects and surfaces as per government guidance.

Hand drier or paper towels only will be used in the toilet. Paper towels to be used for drying communion vessels.

## **Worship**

Public worship has now been suspended and we have been instructed to keep our churches closed. Access will be for purposes of routine maintenance only, when Health and Safety requirements and issues relating to hygiene will be strictly adhered to.

We are offering alternate ways of worship and spiritual support to individuals and our community, as outlined above.

We are in touch with our congregation by telephone, email and via our website.

We have a team of volunteers on hand to do shopping and offer practical and spiritual support.

We have offered prayer books to those at home and there is access to prayers on our website.

We will use digital media for church worship.

We will provide copies of prayers for the sick and the dying, when needed, and also provide a copy of the funeral service to those unable to attend the funeral of a friend or relative.

## **Pastoral**

Clergy can offer an important public reassurance through 'the sacrament of presence' and being seen to be "present" and available. *This does not include physically visiting those diagnosed with COVID-19 or those who are self-isolating*: clergy need to protect themselves and others, making sure they adhere to hygiene precautions

They can also be a trusted voice in a community and help with the distribution of government advice ensuring isolated members of the community are aware of the precautions they can take.

The Wardens will check Church First Aid Kits and the availability of trained first aid people.

The Rector will network as appropriate with local health, welfare, safety networks, funeral directors and other service providers. She will ensure contact details for these service providers are held by key parish leadership.

The Rector and Churchwardens will develop a plan for the pastoral and practical support of those who are vulnerable or housebound in the parish (the plan must of course adhere to safeguarding policies and hygiene practices).

For those who need to self-isolate, we will consider how people can be supported with phone calls and via social media, and helped with the delivery of shopping and / or medication. We will ensure that all church members involved in such support are very clear on and committed to adhering to the Government's isolation and general hygiene advice.

We will identify and brief lay people to provide telephone support and prayer for those who are fearful or otherwise distressed.

## **Activities**

The Rector and Church wardens expect each church group to consider what action must be taken in the event of key people not being available to run the activity. The following will be considered:

- maintaining an up to date list of contact details for the group
- deciding at what point the activity will be cancelled
- decide how members of the group will be kept informed
- nominate at least one person to be responsible for hygiene
- notify Churchwardens of decisions made in this context.

The Rector and Churchwardens will determine the potential impact of outside agencies no longer being able to resource or serve the work of the parish church (e.g. suppliers and service providers)

## **Finance**

The Rector and Churchwardens will ensure that there is at least one other person, as well as the Treasurer, who is familiar with the church accounts, gift aid and regular giving and is able to administer them appropriately - this may include banking authorisation

The Rector, Churchwardens and Standing Committee will give consideration to how we might manage cash flow during a period of time when fewer people are coming to church or church gatherings cease.

We will ensure that anyone handling cash should protect themselves from virus transmission by washing hands or using hand gel beforehand and afterwards, or by wearing appropriate gloves.

The Reverend Anne Pilkington,  
Incumbent

Mrs. Barbra Malone and Mr. Steven Baird,  
Church Wardens

20<sup>th</sup> March 2020