

COVID-19 Advice on the Conduct of Public Worship

Issue Date	Version	Issued by
30 th June 2021	3.6	The House of Bishops Recovery Group
Update on version 3.5: the advice on serving refreshments (24) has been updated to bring it into line with Government guidance.		

The Recovery Group has been set up to support the Church of England as government guidance changes through the COVID-19 pandemic. This document has been prepared with information available by the issue date. It will be kept under review and updated as the situation develops, with each update issued as a new version. The current version will always be available to download from the Church of England website via the [Coronavirus FAQs page](#).

“I was glad when they said unto me, “let us go to the house of the Lord.”” (Psalm 122 v1)

This guidance should also be read in conjunction with advice on cleaning and on detailed guidance for conducting services such as Holy Communion, baptisms, weddings and funerals available [here](#).

The guidance below has been adapted from published [Government Guidance](#) for use by the Church of England.

For other denominations who use Church of England buildings to meet for worship we ask that adhere to the same advice (where relevant) including conducting their own risk assessment and ensuring compliance to physical (social) distancing, public health hygiene practices and guidance on music and singing for example.

Salient Points

General

- This version of the guidance on the conduct of public worship applies to step 3 of the Governments 4 step programme for coming out of lockdown. Further versions will be available as further steps are taken.
- Wearing of face coverings by all those attending a place of worship, including ministers and worshippers, where there may be other people present is **mandatory**. There are exemptions to this, including for those leading a service, detailed in our guidance on face coverings.

Worship

- There is an exemption from the Government’s gathering limits that covers places of worship making it possible for more people to gather for acts of communal worship. There is no numerical limit on other communal worship services, subject to physical distancing and Public Health requirements being met.
- The two-metre ‘rule’ applies for communal worship except in situations where closer contact cannot be avoided; extra Public Health precautions must then be taken.

- Consideration should be given to keeping numbers below the permitted maximum to further minimise risk.
- Singing by the congregation is currently not permitted indoors but can go ahead outdoors in the grounds of the church.
- While those at extra risk and the ‘clinically extremely vulnerable’ should be advised of the risks of attending public worship, a *decision* to do so is theirs alone.
- Detailed instructions on ‘consumables’ suggest that services of Holy Communion can be held if specific guidance is followed, including the continued suspension of the Common Cup (see the guidance document on Holy Communion).
- Public worship guidance includes surrounding grounds (including churchyards, car parks and courtyards); meetings in other places should follow other guidance for people meeting in public spaces.

Festivals and Life Events

- Following discussions with government we have advice that a service to mark a ‘significant date in the Faith calendar’ can happen with attendance up to the Covid safe capacity of the building even though it is not a regular weekly or monthly service. This means that annual celebrations or commemorations or services to mark special dates can go ahead.
- Government guidance permits up to the covid secure limit of the building for weddings and funerals. This is subject to the church carrying out a risk assessment and taking all reasonable measures to limit the risk of transmission of coronavirus. All other life event services, such as baptisms, ordinations and confirmations, are subject to the same rules as normal public worship in determining the attendance limit.

Test and Trace

Government guidance includes a request for names of attendees to be recorded and kept for 21 days to assist test and trace if required. See our [guidance document](#) for more information.

Detailed Questions and Answers

1. Do we have to open our church building?

No, there is no requirement to open. You should only open if you consider it safe to do so. Canon law continues to require that the usual services should be held; but ministers and PCCs can resolve to dispense with those requirements for a short period, or for a longer period by agreement with the bishop (see Annex below for a note on this).

All clergy are encouraged to consider continuing to stream worship or other events, both to avoid large gatherings and to continue to reach those individuals who are self-isolating or particularly vulnerable to COVID-19 as well as to those who have joined worship for the first time online during the lockdown period.

Whatever is decided, please consider how to communicate this to your congregation and community.

2. What is considered as a place of worship?

The government has defined a place of worship as follows:

‘A place of worship refers to a building used for regular religious ceremonies, communal worship or similar gatherings by religious organisations. It includes the use of surrounding grounds, for example, adjoining carparks, courtyards or gardens for which the venue managers are also responsible.

The guidance also covers premises when being used for religious gatherings, even when their primary purpose is not for religious gatherings, such as a community centre. These premises will only be able to be used where they are permitted to be open and additional guidance may be applicable.

This guidance does not cover public parks, private homes, cultural sites or other open spaces, such as woodlands which may be used for religious purposes. If people do want to engage in worship in these spaces, then the guidance relevant to that place should be adhered to.’

3. How should I go about preparing the church?

You should undertake a risk assessment to look at your own situation, as each church building and the local practices there are different. A template can be found [here](#).

4. How many people can attend services?

For communal worship, including led prayers and devotions, limits should be decided locally on the basis of the capacity of the place of worship, following a risk assessment.

5. How can we assess the number of people who can attend communal worship or other services?

You should undertake a local risk assessment to gauge the capacity of the building, allowing for safe entry and exit points and communal areas. The number of people permitted to enter at any one time should be limited to ensure at least 2 metres (or 1 metre with risk mitigation where 2 metres is not possible) between households. The sorts of things to consider include:

- Size and layout of the building, including ventilation
- Total floor space, pinch points, busy areas, entrances and exits, and where possible alternative or one-way systems should be used.
- Travel to and from the church building – whilst it may be possible to safely seat a number of people in the building, it may not be safe for them all to travel to and from, or enter and exit, and so numbers may need to be reduced to allow for this.
- What other venues are open locally and whether to stagger entry times with other venues to avoid queues or congestion in surrounding areas.

- Travel routes and whether it may be necessary to consider one-way travel routes, including between transport hubs and churches.

6. How can we maintain physical (social) distancing?

This needs to be addressed as part of the risk assessment. Things to consider include:

- For frequently used places, mark areas using floor tape to help people to maintain physical distancing. If your floor surfaces are historic or delicate even so-called 'temporary' adhesive products can cause damage if they are left in place for an extended period. Advice is normally available from the manufacturer's website.
- Consider additional mitigations such as: avoiding face to face seating, reducing the number of people in any one area, improving ventilation, using protective screens and face coverings as appropriate, closing non-essential social spaces, one way flow, staggering arrival and departure times to avoid congestion at entrances and exits including such things as exiting one row at a time, using alternative rooms to separate worshippers.
- Queue management to reduce congestion and contact.
- Clear signposting or assistance with sufficient "stewards" to help maintain compliance. Example posters to help with this can be found [here](#).
- Those leading worship reminding worshippers of the need for physical distancing and hygiene.

7. Should we ticket services?

It may be necessary for some parishes or cathedrals to introduce a booking system to help with managing numbers, particularly where demand will be high.

8. Can I give a lift for someone to get to the service?

Yes, it is advised that people use their own cars where possible transporting themselves, their household or support bubble but it is permitted for lift to be given so that someone can travel to worship. Precautions about seating, good ventilation and face coverings are recommended. There is guidance about giving someone a lift [here](#).

9. Do we have to keep a register of who attends our church buildings?

This is not mandatory, but in line with other government guidance for other venues you are advised to keep an accurate temporary record of visitors for 21 days, in a way that is manageable for your church, and assist NHS Test and Trace with requests for that data if needed for contact tracing and the investigation of local outbreaks.

Read out [guidance on using test and trace](#) for more information.

10. What about hygiene?

On entering and leaving the church building everyone, including staff and volunteers, should be asked to wash their hands thoroughly for at least 20 seconds using soap and water or to use hand sanitiser if hand washing facilities are not available. There should be signs and posters on safe hygiene practices. You should provide hand sanitiser in multiple locations in addition to toilet facilities.

11. Can we open our toilets?

Toilets should be kept open if possible and carefully managed to reduce the risk of transmission. The following steps will usually be needed to make the use of toilets as safe as possible:

- signs and posters about safe hygiene. [Download our notices or order prints here](#)
- physical distancing marking in areas where queues normally form, and the adoption of a limited entry approach, with one in, one out (whilst avoiding the creation of additional bottlenecks).
- If possible, make hand sanitisers available on entry to toilets where safe and practical, and ensure suitable handwashing facilities including running water and liquid soap and suitable options for drying (either paper towels or hand dryers) are available. Communal towels should be removed and replaced with single use paper towels.
- Agree clear use and cleaning guidance for toilets, with increased frequency of cleaning in line with usage. Use normal cleaning products, paying attention to frequently hand touched surfaces, and consider the use of disposable cloths or paper roll to clean all hard surfaces. Special care should be taken for cleaning of portable toilets and larger toilet blocks.
- Keep the facilities well ventilated, for example by fixing doors open where appropriate and safe to do so.
- Putting up a cleaning schedule that is kept up to date and visible.
- Providing more waste facilities and more frequent refuse collection.

12. What about those worshippers who had previously been advised to shield, those who may have symptoms, and those self-isolating?

Certain groups of people may be at increased risk of severe disease from COVID-19. Government advice is that while shielding is no longer necessary, it is important for clinically extremely vulnerable individuals to continue to keep their number of social interactions low and to reduce the amount of time spent in settings where maintaining social distancing might be difficult.

Anyone showing symptoms of COVID-19 (a new continuous cough, a high temperature or a loss of, or change in, their normal sense of taste or smell) should not attend the place of worship due to the risk that they pose to others; they should self-isolate at home immediately with other members of their household. Remote participation should be considered, for example by live streaming. This applies equally to individuals who work at the place of worship.

Where individuals are self-isolating due to a possible or confirmed case of COVID-19 in the household, or because they have been requested to so by NHS Test & Trace, they should participate remotely. See stay at home [guidance for households with possible or confirmed COVID-19](#).

Guidance is different for funerals, see [guidance on managing a funeral during the coronavirus pandemic](#).

13. What about children and young people attending worship?

We warmly welcome all children and young people; they are part of the worshipping body of Christ. Young children should be supervised by the parent or guardian and appropriate hygiene precautions followed. Any shared facilities for children, such as play corners, soft furnishings, soft toys and toys that are hard to clean, should be removed and/or put out of use.

Supervised children's activities being organised by the place of worship are permitted from the 12th April. Please consult the Government's guidance on [out of schools settings](#) for details of how these activities can go ahead safely, which will be updated nearer the time that permitted activities change.

Where young people or children are coming unaccompanied then we would advise consulting [Safer Environment and Activities](#) from the National Safeguarding Team and adding a safeguarding assessment as part of the overall risk assessment for opening, particularly sections 1.3 on risk assessment and 2.10 on young people who attend church activities without their parents.

If you are collecting data for NHS Test and Trace the details of the parent or guardian of an accompanied young person or child need only be collected.

For unaccompanied children or young people aged 13 years old or over, they can be asked to provide their details and sign the consent form, or make an individual booking where consent is required. You may need to explain to them the purpose for which the data is being collected so they understand what Test and Trace is about, rather than relying on them reading and understanding the privacy notice on their own.

15. What about cleaning the church building?

If you only have one service a day, then it would be sensible to clean the church after the service. If you are having more than one service cleaning the whole church may not be possible. In this case, we suggest wiping down those surfaces that are likely to have been touched, paying particular attention to those frequently touched surfaces. You will need to ensure you have identified people to undertake the cleaning. A decision should be made locally on how frequently cleaning should take place based on an assessment of risk and use of the building. If the church is not going to be used for 72 hours there is no need to clean it. For further guidance on cleaning see [here](#).

16. Can we use communal service sheets and hymn books etc?

It is best not to use communal service sheets or books that can be touched repeatedly by different individuals, and which may be difficult to clean. Individual service sheets should not be handed out at the entrance as this is likely to breach physical distancing. However, they may be placed on pews/seats before the service, and then taken home by worshippers.

Alternatively, people could print off their own service sheets and take them home afterwards. Similarly, people should be encouraged to bring their own bibles and take them home with them. In

circumstances where worshippers cannot bring their own books, churches should keep a selection of clean books for individuals to use. Churches may also consider long term loans of books to regular worshippers where they cannot bring their own books. Clean books should be quarantined for 48 hours since their previous use and should be quarantined for 48 hours again after use.

17. Can the organ be played?

Yes. Organs can be played for services, practice and general maintenance, but should be appropriately cleaned after use.

18. Can we sing?

Government guidance states that singing should follow the [principles of safer singing](#) and the principles set out in the [performing arts guidance](#). In particular:

- Where music plays a big part in worship, and recordings are available, these should be considered as an alternative to live singing or performing.
- Any instrument played during worship should be cleaned thoroughly before and after use.
- Any performers should be positioned in a way that avoids face-to-face performance, as far as possible.
- Limit the duration of any singing, as far as possible.
- Do what you can to improve ventilation to ensure plenty of fresh air whenever possible, including opening windows.
- Always ensuring there is a gap of at least 2m between any performers and the first row of worshippers. Further mitigations like screens or other barriers between the performers and worshipper may also be considered.
- If worship takes place inside, the congregation should not participate in any activity that can create aerosols, including communal singing, shouting and chanting.

Indoors

A group of up to 6 amateur singers can perform, or rehearse for performance with physical distancing being maintained at all times. There is no limit on the number of professional singers but they should follow guidance on [performing arts](#). Children's Choirs (including those from multiple schools) can continue to rehearse with no limit on numbers according to the [out of school settings guidance](#). You should carefully risk assess what number children and adult singers you use for public worship and if they operate in a professional or amateur setting. Where possible during worship the singers should be at the front of the church while the rest of the congregation remain seated. Communal singing, by the congregation, should not take place and strict physical distancing should be observed.

Outdoors

When communal worship takes place in the grounds or the outside space of a place of worship, the congregation may join in with singing in multiple groups, each consisting of up to 30 people, following the principles set out in the [performing arts guidance](#). This includes ensuring that congregation members follow physical distancing rules.

The Royal School of Church Music (RSCM) has produced more detailed resources on singing and music, which can be found [here](#).

19. Can our worship band play?

Please see the above guidance for singing and the Governments [performing arts guidance](#). The number of musicians leading worship should be kept to a minimum and instruments that are blown into should be avoided.

20. Can we use microphones/PA systems?

Yes, if you have one then you should make use of it. Ideally individual lapel microphones or static (fixed) microphones should be used rather than hand-held, and those using them should not touch the microphone to reduce the risk of transmitting the virus, especially if it is a fixed microphone – for example on a lectern - that will be used by multiple people through a service. Lapel microphones should only be touched by the person using them and should be cleaned (for example with alcohol wipes) or left-untouched for 48 hours between uses.

If you are considering installing new or additional audio-visual equipment you can [find guidance here](#).

21. What about seating arrangements?

From Step 3 groups of 6, or larger groups where everyone present is from the same two households (or linked support bubbles), can sit together. Everyone else will need to observe appropriate physical distancing at all times. It may be helpful to remind people as they enter, and to supervise this if needed.

When entering and leaving church particular care needs to be taken that there is no mingling between groups. This can be particularly hard for people to do when encountering friends and clear paths for entrance and exit need to be considered as well as stewarding where this is considered to be an issue.

Please note also with this that those who have impaired mobility will need longer to enter and exit and due consideration needs to be given so that they can do so without increasing risk to them or feeling that they are under pressure to move more quickly.

22. Should people wear face coverings?

Face coverings are currently mandatory on public transport and in a range of indoor venues including Places of Worship and church halls. While there are exemptions (please see our [guidance document on face coverings](#)) **this is a legal requirement**.

Those who are leading services or events in a place of worship, and those who assist them (for instance by reading, preaching, or leading prayer) do not always need to wear a face covering, although one should be worn especially if physical distancing cannot be maintained.

These exemptions are made to enable communication, particularly with those who rely on lip-reading, facial expressions or clear sound; they do not exempt clergy and other leaders from wearing face coverings in other situations or during other activities.

23. Can we pass a collection plate during the service?

Where possible cash donations should be discouraged. Where this is not an option, cash should be collected in a receptacle that is set in one place and handled by one individual, as opposed to being passed around. Regular cleaning and hygiene should be maintained, and gloves worn to handle cash offerings where giving continues.

24. Can we serve refreshments after a service or as part of a community activity or event?

You can serve food and drink for consumption inside, outside, and for takeaway or delivery. The Government [guidance for restaurants and cafes](#) applies, even if churches are serving refreshments for free, or for a voluntary contribution. In addition the limits on gatherings still apply:

- gatherings of up to 30 people are permitted outdoors
- gatherings of up to 6 people or 2 households of any size are permitted indoors

If you run a café or restaurant and have a licence to serve alcohol, table service will be required. Even if no alcohol is ordered, customers must be served, eat and drink while seated.

If you do not serve alcohol, customers can order and collect food and drink from a counter. If inside or outside they must consume food and drink while seated at a table. They must stick to the rule of six or sit in their households only.

Everyone should wear a face covering at all times when not seated to eat or drink, unless they are exempt. This includes those preparing and serving food and drink.

Before deciding if you will serve food and drink, update your risk assessment to establish if it can be done safely in your space. Consider how everyone can best be kept safe, including those who are serving and cleaning up.

- Can you provide socially distanced seating if you are serving food and drink inside? People could use the same seats they were in for the service or community activity. More than 2 households must not mingle inside.
- Would using environmentally friendly disposable cups and cutlery, and asking people to dispose of their own rubbish, work?
- If you are not using disposable items then have you provided appropriate PPE (gloves for example) for those cleaning up, and do you have adequate washing up facilities?
- Can you provide items such as sugar in individual packets to avoid cross-contamination?
- How will you clean chairs and tables after service?

25. Can we process in church?

Yes, as long as physical distancing is maintained.

26. What if someone becomes unwell whilst in a church building.

If anyone becomes unwell with symptoms of COVID-19 in a church building they should go home immediately and be advised to follow the stay at home guidance. If they need clinical advice, they should go online to NHS 111 (or call 111 if they don't have internet access). In an emergency, call 999 if they are seriously ill or injured or their life is at risk. They should not visit the GP, pharmacy, urgent care centre or a hospital.

Other people who may have been in contact with the person who has become unwell should wash their hands thoroughly after the interaction, but they do not need to take any other specific action unless they develop symptoms themselves or are advised to do so by NHS Test and Trace. If they do develop symptoms they should follow the stay at home guidance.

The church should be cleaned in line with Government [guidance](#) where a suspected case of COVID-19 has been recorded.

26. What about other Christian groups that use the church building for worship?

Other groups must undertake to conduct their own risk assessment and observe physical distancing and Public Health guidance.