

The gradual easing of COVID-19 restrictions by the NSW State Government allows for places of worship to have gatherings of no more than 50 people in the congregation. The Incumbent/Locum, Musician and Church Official are in addition to the congregation. The number of additional persons present must not exceed 5. Gatherings can be for Sunday Worship, Church Services (including communion) and study/growth groups. We are currently in Stage Two of the reopening phase and direction from the Bishop may change at any time in response to managing COVID-19.

The health and safety of all people attending our site is paramount and it is essential that there is strict adherence to the measures outlined within this Application and contained in the Fact Sheets that have been provided to your Parish.

This Re-opening Application must be completed by the Incumbent (or Locum) and a Churchwarden. The completed form is to be returned to whs@newcastleanglican.org.au. If you have any queries, please phone our Risk Officer Heidi Randle on 4926 3733. For urgent reporting of COVID-19 matters, please phone Linda Wilson on 0410 457 621 immediately.

Formal written approval of the Bishop will be required prior to the reopening of a Church building and will be dependent on your Parish's ability to comply with all measures listed below and outlined in the relevant Fact Sheets. Please provide a written response to each of the questions below and have this signed by your Incumbent and Churchwarden.

Parish Name:

Name of Church Building/s requesting to re-open:

Type of Activity requesting to host:	Proposed days and times for each (<i>where applicable</i>)
<input type="checkbox"/> Sunday Worship	<input type="text"/>
<input type="checkbox"/> Weekday Church Service, Study or Growth Group	<input type="text"/>
<input type="checkbox"/> Streaming of Worship Services	<input type="text"/>

ASSESSMENT QUESTIONNAIRE

- Have you reviewed the updates to the **Preparing the Church Building Fact Sheet** and is your Parish able to comply with these directions?

 Yes No
- Have you reviewed the updates to the **Service Registrations and Record Management Fact Sheet** and is your Parish able to comply with these directions?

 Yes No

3. Have you reviewed the updates to the **Incident Notification Fact Sheet** and is your Parish able to comply with these directions?

Yes No

4. Have you reviewed the updates to the **Cleaning Fact Sheet** and is your Parish able to comply with these updates prior to the first service and after each subsequent service?

Yes No

5. Have you reviewed the updates to the **Liturgical and Music Practices Directions Fact Sheet** and is your Parish able to comply with these directions?

Yes No

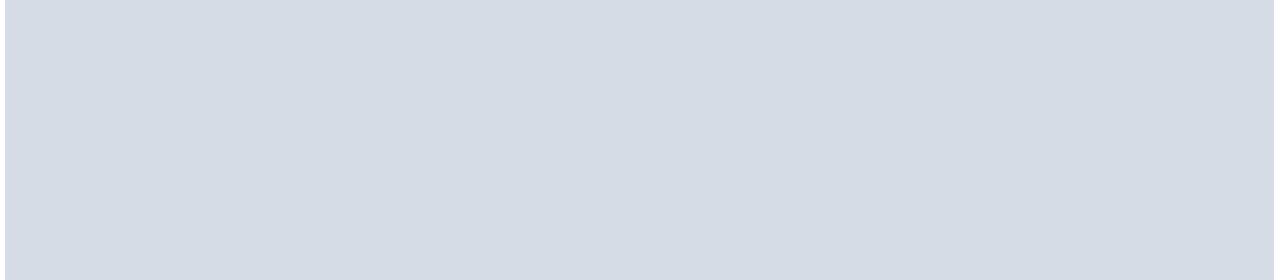
6. Is your Parish able to comply with the directions set out in the **Safe Entry and Exit of the Church Building Fact Sheet**?

Yes No

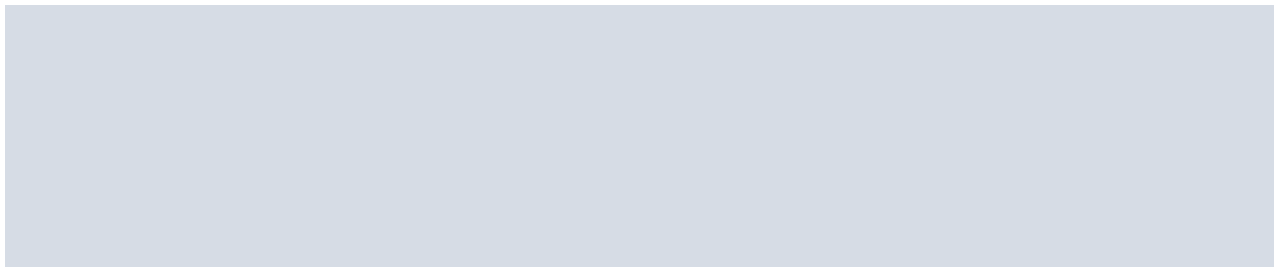
7. How will your Parish record and store the names and contact numbers of all persons that attend the service?

8. How will you advise attendees of the terms of entry to a building?

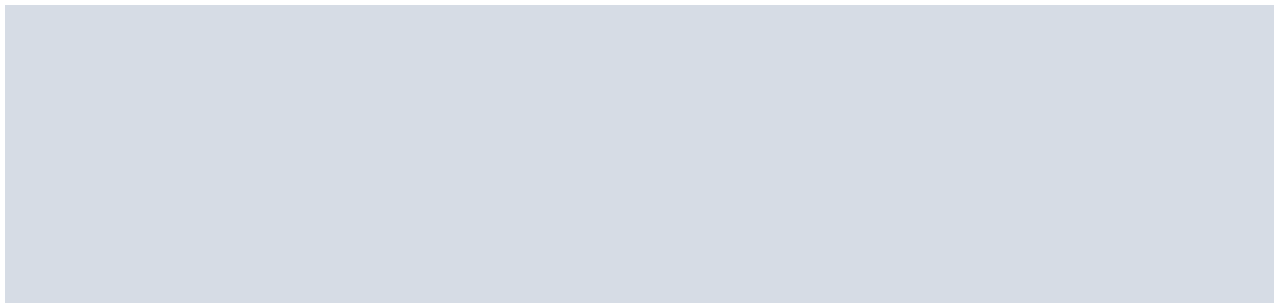
9. What is the size of the church area you intend to use and can it accommodate the required social distancing measures (1 person every 4m²)? Note: the number of persons conducting and assisting with this service must be factored into this calculation.

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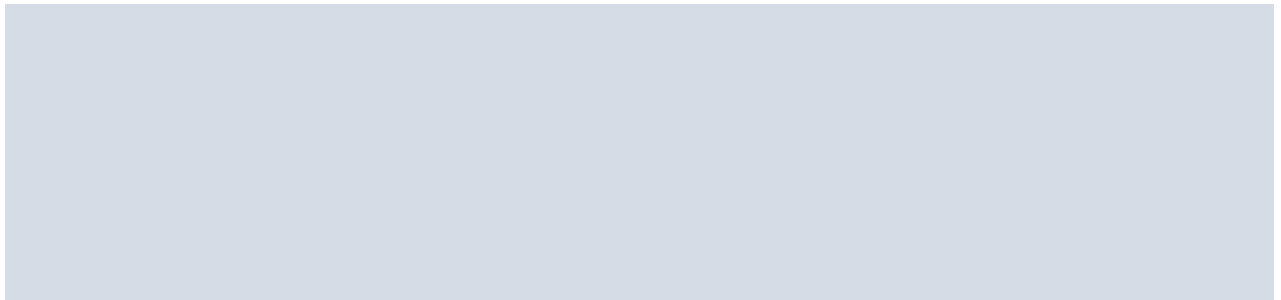
10. What seating arrangements are in place to ensure participants remain 1.5m apart?

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11. Please outline the process that you will follow for safely moving people into and out of the allocated seating?

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12. Please outline the process that you will have in place for moving people on and off the site?

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13. Please outline how you will provide and instruct on the use of hand sanitizer and locate sanitizer at each entry point to the Church building.

14. Are the agreed **“conditions of entry”** and **“maximum capacity”** posters on display at each entry point?
 Yes No

15. Are the supplied Coronavirus (COVID-19) posters on clear display?
“Keeping your Distance,” “Stop the Spread” and “Hygiene is in your Hands”
 Yes No

16. Is there access to adequate hand washing facilities on site and is a hand washing guide on display?
 Yes No

DECLARATION AND UNDERTAKING

The information provided in this application is true and correct to the best of my knowledge.

We undertake to comply with the directives contained in the Fact Sheets and any subsequent directives provided by the the Bishop, the Diocesan Chief Executive or their delegates in relation to the ongoing management of COVID-19.

Incumbent Signature

Incumbent Name

Incumbent Contact Details

Churchwarden Signature

Churchwarden Name

Churchwarden Contact Details