



Godalming Parish

Coronavirus (Covid-19) Parish Continuity Plan

Version 2, 19th March, 2020

This is a living document and will be updated as and when required.

1. Infrastructure

Contact details:

Contact details for Parish Clergy and Officers are on the [Parish website](#) and in [weekly newsletter](#) (which is both hard copy and on website).

Clergy and Parish Administrator have emergency contact details for Area Dean and deputy.

Critical roles include:

- Leading Prayer and Worship;
- Communication;
- Small groups;
- Pastoral care.

These are each covered in the Plan.

Testing for remote meetings of the Standing Committee and PCC is due to take place on Wednesday 25th March.

As our Rector is on long-term sick leave, should our Curate become ill then discussions will be held with the Area Dean on anything requiring Clergy action, input or advice.

Individuals with the Parish will be identified to assist particular tasks should the Parish Administrator become ill.

2. Communication

The Parish Administrator has contact details for Clergy and others. The Senior Churchwarden has access to her laptop and the back-up system.

Information will be presented on Parish Website, Parish Facebook page, in the weekly newsletter and via email groups including a Coronavirus Group consisting of relevant Parish Officers and Volunteers. The Parish Administrator will act as coordinator for all Communication.

A website front page has already been devised and uploaded giving information, comfort and reassurance as well as setting out actions the Parish is taking.



A Coronavirus information page will be set up, but no health advice will be given: links will be given to relevant sources such as the NHS and BBC. Links will also be provided to the Diocese website and the Church of England website.

3. Hygiene

Hygiene information will be re-iterated on the website and in the newsletter.

Hygiene notices will be displayed around the church.

Surfaces and frequently touched objects will be cleaned and disinfected regularly.

5. Worship

The Parish church will be kept open for as much as possible: a rota is being established to allow the church to be opened and closed every day.

Signposts both in notices and on the Parish website will be given with links to spiritual resources such as on-line broadcasts, prayers and podcasts, including the Church of England service of Daily Prayer.

A 'Worship at Home' pack is being prepared, which will include:

- Daily prayers and reading;
- other prayers and verses of scripture;
- words and verses of favourite hymns and other music.

Ways of holding alternative means of offering worship and daily prayer will also be explored, including the use of streaming.

5. Pastoral care

Clergy point of contact is our Curate, the Rev'd Sheila Samuels (details on our website and newsletter)

A list of vulnerable parishioners has been created, and each is being contacted by members of the Staff and Pastoral Assistants teams. Amongst other things, we will determine:

- how they are and whether they are isolating or planning to;
- what support they would like from the church, and whether they would like a regular telephone call;
- what form of technology they use at home and whether they can access our website and use their email regularly;
- whether they would like assistance with shopping and other supplies;
- whether they already have contact with other community groups;
- is there anything else they would like assistance with.

At the same time, information will be given on such things as church opening and the availability of 'worship at home' packs.



The Town Hall has already been approached to find out what assistance they would like from local churches.

Of crucial importance will be the St Mark's Centre's foodbank for those on hard times, those with schoolchildren at home who normally receive free school meals and vulnerable members of the community self-isolating. Activities will include:

- ensuring the Centre Coordinator has the assistance she requires;
- contacting local supermarkets;
- advertising the Foodbank;
- assisting with the collection of supplies.

6. Activities

Each Church Group leader is being contacted and the continuation of activities / meetings discussed.

Decisions will be taken on:

- availability of group leaders;
- numbers and age of people involved;
- the space it takes place in;
- risks to volunteer helpers as well as attendees;
- the latest advice issued by the Government and the Diocese.

Our Octots Group has ceased temporarily following the closure of schools.

Third party users of the both churches will be contacted as well.

Discussion with the St Mark's Centre Coordinator on the operation of the Community Centre.

Signed:

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Parish Churchwarden

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