

GUIDELINES FOR WEDDING SERVICES AT CARRICKFERGUS BAPTIST CHURCH DURING COVID-19 PANDEMIC. Version 3

General guidelines (Updated 01/072021)

A wedding service can be conducted in Carrickfergus Baptist Church, only with certain COVID19 restrictions in place and being strictly adhered to. We are pleased to state that the church is COVID secure.

This guidance has been developed to ensure that:

- the bride, groom and guests can have a safe and enjoyable day while adhering to the necessary Covid safety measures of sanitising, wearing of face coverings and minimum physical distancing, to prevent the risk of infection spread.
- everyone involved in the management of the church venue are protected from the avoidable risk of infection, including officiant/s, volunteers, deacons, singers, musicians, audio visual operators and others tasked with any role during the service.

The maximum number that can attend the service safely indoors is determined by the number of guests that can sit together in the same family or support bubble.

The church risk assessment allows a maximum number of 100 people into the building for the wedding ceremony.

It will help with maximum seating arrangements if you could indicate those who can sit together from the same household or support bubbles. A floor seating plan will be supplied for this purpose. See Plan on last page. Seating plan is flexible but 1M must be maintained between individuals or households or bubbles.

Entry to the church for flower placement and decoration can occur before the wedding day but is advised to leave it as late as possible before the ceremony. Face coverings are mandatory entering, sitting in or leaving the building at all times.

Live streaming of the service **may** be offered but is subject to operators being available.

Names, addresses and at least one contact telephone number for the guests from each household must be sent to the Pastor / Church representative in advance to comply with Government regulations on contact tracing.

Pastor's Telephone number _____

Church Representative's number _____

Any guest or participant displaying symptoms of coronavirus or is in the process of self-isolation, should **not attend the wedding** as they pose a risk to others.

Any guest or participant who was previously advised to shield or are over 70 with an underlying health condition, is advised **not to attend** the indoor church service as they pose a risk to themselves and so enters at their own risk if deciding to attend.

Please allow more time than usual to be in attendance at church so that physical distancing and health guidelines can be safely and strictly adhered to at all reasonable times.

Car Parking is available on site. Guests should adhere to social distancing guidelines when entering and leaving the building.

Reception Area / Foyer

Temperature will be taken by volunteer and sanitiser must be self-applied to hands of all guests before entry to church building.

All doors will be open so contact with handles is eliminated.

Paper Order of Service can be printed and left in the foyer for guests to collect on way in.

Entering the building - Main Auditorium

Face coverings are mandatory entering, moving about and leaving the building, (except for officiant/s and the couple), and by the congregation when singing.

Main entrance through foyer is entry point: rear fire exit doors at pulpit is exit point only.

One way system to be observed at all times.

In emergencies use nearest exit.

Individual temperature checks to be taken before entry to building.

Sanitiser is provided and must be applied by everyone entering and leaving the building.

One usher per isle will direct guest/s to reserved seat/s. Isles are **1M+ wide**.

One usher in foyer to hold guests then direct to appropriate isle when free.

Once an individual / couple / family group or bubble has been seated, **2 seats** must be left vacant, (1M+ rule), before seating next guests. The seating plan will maximise numbers attending and each seat should be reserved in the guest's name to avoid confusion. Rows will be numbered and an A3 seating plan provided by the bride and groom should be placed in the foyer to help with directing guests to the correct seat as the church will be full to legal capacity.

During the service and leaving the church

The middle row of chairs will be moved back from platform to maintain a 2M distance between Pastor / Officiant and the Bride and Groom.

The officiant will maintain a 1M+ distance (if possible) from the bride and groom during the ceremony. When rings are exchanged, it is recommended that they are placed on a small table and put on the finger by the bride and groom themselves at the appropriate time so no contact takes place other than the couple themselves.

After signing of the register all signatories will sanitise hands.

As an act of good will, the bride and groom and immediate bridal party can leave by one of the isles and out the front main entrance doors to the car park.

Songs and hymns can be played from a recorded source and displayed on large screens in the church or a small band / pianist / organist can play live but no instruments that are blown into can be used during the service. Unfortunately, due to current Government COVID guidelines, no singing can take place by the assembled guests to avoid spreading Covid particles in the air. Soft singing is advisable while wearing a face covering.

Separate microphones will be provided for 1 or 2 people to sing from behind plexi-glass screen to stop the spread of particles in the air and for two people to speak, if desired, during the service, in addition to the Pastor's personal microphone- all at a minimum 1M+ apart.

Leaving the church at the end of the service.

All other guests will leave, by the one-way system out the exit doors nearest the pulpit. Please leave at least 1M+ between family groups / bubbles whilst leaving the church. There is a hand sanitising point at this location for all guests to use before leaving, whereupon they can gather at the recommended 1M+ physical distancing adjacent to the front entrance near the bride and groom.

Please maintain 1M+ physical distance in the church car park whilst conversing and congratulating the happy couple.

From this point onward, it is then the bride and groom's and their usher's responsibility to adhere to the current Government physical distancing guidelines in the car park and leaving for the wedding venue.

We sincerely apologise for the strict bureaucratic language used in the guidance letter at what is supposed to be one of the happiest days of your life, but the COVID-19 pandemic means that we as a church and society must do things differently as we adapt to the changing and challenging circumstances to ensure your safety at all times. We assure you of our continued love, compassion and prayer for you both as you start out on life as a happily married couple.

Double
Exit
Doors

PLATFORM

? rows of ? seats

? rows of ? seats

?rows of ? seats

PLEASE ASK FOR THE LATEST SEATING PLAN DETERMINED BY RESTRICTIONS IN PLACE AT TIME OF WEDDING

ISLE 2



DOUBLE DOORS

ISLE 1



DOUBLE DOORS