



Chinese Presbyterian Church
雪梨華人長老會



會正：陳靈光牧師 Moderator: Rev Chris CHAN
長老議會書記：王春毅長老 Session Clerk: Elder Bernard WONG

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Updated Covid-19 Safety Plan for Chinese Presbyterian Church, Surry Hills Date: In effect from 27th December, 2021

Plan completed by: WHS Subcommittee of CoM

At all phases/ stages of NSW Public Health Orders during the COVID pandemic, it is required that:

- All staff, members and visitors who are experiencing fever (i.e. 37.5 degrees celsius or more), sore throat/ cold/cough/ flu-like symptoms or symptoms listed [as per this page](#) should NOT be attending any events, meetings or gathering on the premise of Chinese Presbyterian Church, Surry Hills.
- It is encouraged that any staff, members and visitors of the congregations who are experiencing the mildest of symptoms should get themselves tested for Covid-19, and be cleared (i.e. receive a negative result and/or following 14 day self-isolation period if advised public health) before attending any events, meetings or gathering on the premises of the Chinese Presbyterian Church.
- All staff, members and visitors of the congregations who have tested positive for Covid-19, or have been identified as casual or close contact and directed by Public Health to self-isolate, MUST NOT attend any meetings, gatherings or events on the premise.
- All members are encouraged to sneeze and cough into their bent elbows to minimize spread of droplets.
- The wearing of masks for all people aged 12 and up is required in indoor areas or where social distancing cannot be maintained, as per PHO. Children aged 2-12 do not have to wear a mask but are encouraged to wear one where practicable in indoor areas and where social distancing cannot be maintained. Children under 2 years of age must not wear a mask due to choking and suffocation risk. A medical exemption/ approved exemption letter must be made available for people seeking exemption from wearing a mask.
- Good handwashing and social distancing (at least 1.5m) practices are highly recommended at all times. Posters will be placed in each bathroom and common public areas/ rooms. Areas will be marked off to ensure social distancing is adhered.
- Adequate cleaning measures should also be utilised ensuring that commonly touched surfaces are regularly cleaned.
- Downloading the ServiceNSW app to check in via QR code upon entering the CPC premise (as long as required by Public Health) is also highly recommended. If unable to do so, name, contact number and/or email be recorded and available on soft copy within 12 hrs to be made available to church office.
- Staff, members and visitors of CPC will cooperate with NSW Health if contacted in relation to a positive case of COVID-19, and notify SafeWork NSW on 13 10 50.

Covid Safety Plan for Chinese Presbyterian Church, Surry Hills

For staff at CPC:

- Employees can continue to work from home, if it is reasonably practicable to do so, and if your employer is agreeable to a working from home plan
- Working on the premise is allowable if required. Scanning via ServiceNSW QR code is mandatory.
- If workers are to work on site in a shared space, a face mask as well as maintain good hand hygiene and social distancing is highly recommended

Worship service:

- Onsite, live service worship service can continue. Option to continue live streaming should be considered
- Both vaccinated, partial and unvaccinated members may participate in a face to face worship service, small group activities, and events held on premise, complying they are well and not on PHO orders to isolate.
- All involved need to wear a mask (unless up front presenting), maintain social distancing and maintain good hand hygiene
- Density limit is reinstated at 1 per 2 sqm, which applies to all areas of CPC, I.e., 120 in the auditorium and 80 people in the worship centre.
- Attendance of children under the age of 16, or the elderly without the ability of self check in via QR code, will need to be registered on the provided CPC Business QR code check in.
- There is no restriction to the number of WIS leaders (inc singers) performing in a worship service, however a maximum of 6 singers without mask should be considered in order to achieve social distancing. Singers should also stand in a line (i.e. not singing in front of another person), and be at least 5m from the congregations.
- Singing (with mask) in the congregation is allowed for fully, partial and unvaccinated people.

Weddings, Funerals and Memorial services:

- Weddings, funerals and memorial services are permitted with a 1 per 2sqm person limit, for all fully, partial and unvaccinated people. I.e., 120 in the auditorium and 80 people in the worship centre.
- The wearing of masks is required indoors, and where social distancing cannot be maintained. The speaker, bridal party or those conducting the service are permitted to remove their mask when they are up front of the service.
- Food and drink can be given with preference of pre-packed and single servings. Ideally a sit-down manner, or small groupings to minimize the number of interaction occurring between members when unmasked.
- Singing and dancing indoors are permitted but strongly discouraged. If this is to occur, the wearing of masks is required.
- All persons coming onto the premise must scan in and out via QR code via the Service NSW app

Other groups/ service

- Any other use of the CPC premise must be made with prior booking via the CPC church office for logistical purpose (see last page). This is allowable for non, partial and fully vaccinated people.

Covid Safety Plan for Chinese Presbyterian Church, Surry Hills

- The wearing of mask is recommended if you are unable to maintain social distancing (indoors or outdoors), unless you are communicating with another person who is deaf or hard of hearing, and/or clear enunciation or visibility of your mouth is required e.g. conducting a presentation up front; or you have a medical exemption to do so.

Food related ministry & practices

- Food related ministry and practices can resume with some caution. Employment of strategies should be considered, where possible, with regards to:
 - single serve packaging
 - multiple serving areas
 - minimizing queues
 - reducing contact/ touch
 - encouraging small, sit-down groupings,
- Those preparing, cooking and serving food must be symptom free, wearing gloves and face masks, as well as following health and safety guidelines and protocol to food safety.
- People managing food related ministries must encourage and utilize strategies to allow the maintenance of social distancing and good hand hygiene practices.

PLEASE NOTE THAT DUE TO THE UNCERTAINTY OF THIS VIRUS, AND THE EFFECTS IT HAS ON IMPLEMENTED PUBLIC HEALTH RESTRICTIONS, PHASES/ STAGES PROTOCOL MAY CHANGE WITH LITTLE NOTICE.

ALL PROCEDURES MUST ADHERE WITH RECOMMENDATIONS FROM NSW PUBLIC HEALTH AND NSW GOVERNMENT



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Room Booking Procedure during COVID pandemic
Chinese Presbyterian Church, Surry Hills
(updated 28/12/21)

1. When making a booking for room use, please email: cpc.office@cpc.org.au
2. On the email, state the date, time and length of booking required, and state how many people will be present. State your name and best contact number for further correspondence.
3. Church office will send a confirmation email with declaration that the person/ people booking is not a close contact, having symptoms or tested positive to Covid-19. Church office will also advice of the suitable allocated room to abide by the 1 person per 2 sqm rule as assigned to each room. Alongside this email, NOTICE will be written on the email stating clearly that attendees will agree to scan in CPC's QR Code as provided by ServiceNSW.
4. On the day, each attendees should be scanning in and out via ServiceNSW QR code, or be scanned assisted to scan in and out.
5. Booking of rooms is on the proviso that the attendees will adhere to the Covid Safety Plan, social distancing and hand hygiene measures, as well as compliance to only use rooms that are booked (or the bathrooms) within the church premises. This is to ensure that adequate cleaning is implemented after use.
6. Should the attendees not adhere to steps above (e.g.do not adhere to the allocated space/ break social distancing measures) they will not be allowed to book rooms in the future.