



Witbank Baptist Church  
57 Nita Street, Del Judor ex4  
admin@witbank-baptist-church.co.za

2 July 2020

Dear Church Family at the Witbank Baptist Church

It is with great joy and thankful hearts that we share with you the procedures and expectations for our re-opening of services on the Sunday of 5 July 2020. Thank you so much for your patience during this time. Please be aware that some of these arrangements may change as the need arises, and we do ask for just a little more perseverance should said changes be required.

The following is a summary of the arrangements which have been put in place:

1. At this stage our normal attendance is less than 40, but to allow for adequate preparation and to have a logistical system in place going forward we will require that to attend any specific Sunday, a **booking will have to be made beforehand** with Jacques Mills (**Tel: 076 481 3990**) no later than the Friday before every service at noon (12h00). You will need to inform him of your intention to come and how many will be attending in your family. Please note that he is the only person with whom you can make said booking. No other individuals/leaders in the church may be contacted to book a seat. We trust that you will understand that these requirements are put in place merely for logistical reasons.
2. The service will start at 09h00 and be filled first by those who booked their seats.
3. If you've booked a seat, but cannot attend for whatever reason, please do inform Jacques, so that the empty spaces can be filled again. Please take note that, if you did not book your seat, and arrive with the intention of attending, you will be placed on a waiting list. Those on the waiting list will be seated on a **first-come-first-serve basis** depending on the availability of seats once those who have booked are seated.



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4. All the chairs in the church have been removed bar forty (40) which have been arranged to keep in line with social distancing regulations. Chairs are arranged individually. Clusters will be arranged for larger families according to the bookings. Families from the same address **ARE ALLOWED** to sit together, as long as distancing regulations of 1,5m are maintained to the next family unit. The chairs will be moved to its intended position again after every service. However, pre-booking will allow for this preparation to be prior to a Sunday, limiting disorganisation and unnecessary contact.
5. Before every service, the church will be sanitized as best we can.
6. The offering will be taken up by placing money in a box provided at the exit doors.
7. Wearing of facemasks is required for the entirety of the service.
8. Please refrain from hugging, handshakes and any other physical contact between members who are not from the same family.
9. Initially worship (singing) will be in the form of recordings that we can listen to.
10. We will communicate when we will partake in the Lord's Supper. To accommodate Communion, we ask that **all bring their own elements** (red grape juice and pieces of crackers or bread). A small plastic cup will be provided for each person wanting to partake which you will have to take home and wash yourself. **Please do not get rid of these cups**, as you will need to bring this cup with you every time when communion happens. The elements may be shared with those from the same family unit, but we ask, however, that you refrain from sharing outside the family unit during the Communion celebration. Final arrangements in this regard will be communicated in due course.
11. No coffee/tea will be served afterwards.
12. A **screening information form** will be made available that can be completed electronically on Google Forms or in printed hardcopy. **All attendees are expected to fill it in on Sunday morning of the church service.** Parents must please fill out



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separate forms for each child that will be attending the service. If you have not been able to fill out the Google form **by Sunday morning 8:00am**, kindly bring your printed hardcopy with you. Your temperature will be taken at church and be recorded on the forms. Forms will also be made available at the door for those who do not have forms with them, as well as blank copies to take home to prepare for the following Sunday morning

**13.** Hand sanitiser will be available at the doors, and all visitors' hands have to be sprayed.

If you are concerned about the effect on your skin, please make use of disposable gloves (for you to purchase yourself).

**14.** Access will be denied for any person having COVID related symptoms; and so we ask that if you have any of the related symptoms that you rather self-isolate at home than come to church.

**15.** Upon arrival, please be mindful of the 1,5m marks outside the entrance which are placed to keep distancing in place for required temperature screening to take place and handing in of forms at the door. Upon entering, please find appropriate seat/s which will accommodate your family's needs.

**16.** It will also be helpful if you can arrive earlier to allow time before the service commences for the necessary protocols to be followed; so please make every effort to arrive at the church **by latest 08h45** to ensure that all screening forms are handed in and we can start punctually.

**17.** Please note that the bathroom facilities will be available, but we ask that you practise the necessary hygiene and sanitation procedures. Please do not crowd the bathroom areas. Continue to practice social distancing as you wait for a cubicle to open up.

**18.** Please try not to unnecessarily touch any surface, because all touched surfaces need to be sanitised after the service.



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19. Please bring your own **drinking water** with to the service, as no drinking water will be made available at the church during this time period. We request that the kitchen and hall area not be occupied or utilised unnecessarily, because we need to sanitize all areas.

20. We do thank you in advance for your patience and willingness to cooperate with these procedures and/or regulations, keeping in mind that, by doing so, we bear witness to an unbelieving world of our obedience to our Lord and Savior, Jesus Christ in everything.

If you have any questions or concerns, please feel free to contact any one of us for more information.

Karl Buchan-Smith	-	076 110 9722
Ernst Maré	-	072 808 5803
Jacques Mills	-	076 481 3990
Lucille Mills	-	081 518 7937

Link to fill in the google form:

<https://forms.gle/vNho7JjWnSpeGr8e9>

Link to down load screening form

<https://drive.google.com/drive/folders/1ytp1qUARdc2dQgp8biGYRHaGyCy1yA0A?usp=sharing>

Yours in Service.

Karl Buchan-Smith and Deacons  
**Witbank Baptist Church**