

GUIDELINES FOR SUNDAY MORNING WORSHIP AT ELMWOOD

1. There are two ways to be part of Elmwood's worshipping family:
 - Come to the building to gather in a socially distanced way;
 - Stay home and engage with the service online;
2. If you are unwell, please stay at home and join online.
3. Please register in advance before attending on Sunday mornings (See [HOW TO REGISTER](#), below).
4. Please wear a face covering unless:
 - you are under 13 years of age;
 - you have additional needs and cannot; or
 - you have a medical condition making you exempt.
5. When you arrive, come to the front doors. If there is a queue please socially distance - be prepared for the weather conditions!
6. On arrival please sanitise your hands.
7. Members of the welcome team will greet you, record your attendance and take you to your seats.
8. Please follow the one-way direction markers and the instructions of the welcome team.
9. To comply with safety guidelines the building will be ventilated by leaving several doors open during the service.
10. The service starts at 11:30 am. Please aim to be seated by 11:20 to ensure no disruption to the live streaming.
11. Worship, prayer, readings, and preaching will happen. The number of items of praise will be limited and quiet singing encouraged.
12. Children who have registered for Kids' Church will leave after the children's address.
13. When the service is over, please leave as directed following the one-way direction arrows, bringing all your belongings with you.
14. A retiring offering will be made. Full details on other methods of giving can be found [here](#).



HOW TO REGISTER

Please register with Lynne in advance, by the deadline (typically 5pm on Thursday of the preceding week), by one of three methods (in order of preference):

1. **Email:** admin@elmwoodpresbyterian.com
2. **Text:** **07754 195885** (NOT WhatsApp)
3. **Phone:** **07754 195885** *

Please state the following:

- Your name;
- The number of people from your household attending, who will sit together; and
- Either your email address OR a contact phone number. **

You may register for another household group by providing *their* details. Please *register each group separately*. If you have any special requirements (for example wheelchair access), please indicate if this is the case.

KIDS' CHURCH

If you would like your child (aged 3 and upwards through primary school) to attend Kids' Church during the service, please mention this at the time of registering, providing the **name and age** of each child.

All registrations will receive an acknowledgement.

Spaces are limited, due to social distancing guidance, so registration will be taken on a first come first served basis. Once all available spaces are allocated, we will not be able to accept further registrations. Any who miss out in this way will be given priority to the following week's service.

If you find that circumstances change and you will not use your registered booking, please let Lynne know, by one of the above methods, as it may enable another household group to attend in your place.

* Please only phone between **9am & 5pm, Monday to Thursday**

** Contact details will only be used to contact you regarding your registration and will be retained for Track and Trace purposes.

