



# *Rangitikei Anglican Parish*

Unity | Family | Discipleship | Service

*'Moving forward together, as a diverse community; loving, serving, and proclaiming Jesus in the Rangitikei'*

## **Parish Agreed Practices for Operating under Covid 'Traffic Light' Protection Framework:**

*Do not be anxious about anything, but in every situation, by prayer and petition, with thanksgiving, present your requests to God. And the peace of God, which transcends all understanding, will guard your hearts and your minds in Christ Jesus.*

*(Philippians 4:6-7 NIV)*

As a Parish we desire to be a church which is, 'Moving forward together, as a diverse community; loving, serving, and proclaiming Jesus in the Rangitikei'. This means we are committed to serving our community in love and building a strong family of faith.

In this season we commit to upholding the decisions and guidelines of our Diocesan Bishops, and the whole house of Bishops of Tikanga Pakeha, namely that as of 11.59pm, 2<sup>nd</sup> December 2021 Vaccine Passes will be required to attend services of worship, events, and gatherings with the Rangitikei Anglican Parish.

There are three main 'whys' that we wish to communicate during this time. They are:

1. We believe getting vaccinated remains the best way to keep as many as possible safe.
2. 'Loving our neighbour as we love ourselves' sometimes means sacrificing our own desires, especially when our neighbour is vulnerable.
3. We choose to remain in good relationship with everyone who comes into contact with our church, no matter where they stand on this issue. This means finding creative ways to care for all people.

While we cannot know the future, we can heed the teaching of Jesus in Matthew 6:25-34, not to worry about tomorrow, but to seek and serve him today. This means our primary concern is how we care for our parishioners and our community under this new framework, continuing to offer services of worship, and share the Gospel of Jesus.

The following document lays out the Rangitikei Anglican Parishes agreed upon practices, in line with Diocesan Policy and Government guidelines and requirements, for operation under the 'Traffic Light' Covid Protection Framework. which takes effect 11.59pm, 2<sup>nd</sup> December 2021 and will stay in place until further notice.

This document particularly deals with the 'Red' framework as that is the status that the Rangitikei region has been placed in.

In the first instance we hold to the decision of the House of Bishops of Tikanga Pakeha:

- 1. The normative position for worship, events and gatherings, is that they will be fully-vaccinated. In other words, vaccine certificates will be required to attend services of worship, events and gatherings. This fully vaccinated approach, as the norm, reflects the best and most current health advice available to us, as we seek to do all that we can to minimise the risk of anyone becoming infected with Covid-19.*
- 2. We have a pastoral responsibility for the care of all people. This responsibility is to both vaccinated and non-vaccinated, but particularly to the most vulnerable. This care includes those who may not be able to worship with us because they have chosen not to be vaccinated. It also includes those who are in quarantine after exposure to infected people and are awaiting test results. Such pastoral responsibility also includes those who are ill, or those who are choosing to limit their potential exposure to infection because of their level of vulnerability or the level of vulnerability to members of their households. We are committed to supporting local Churches in finding ways to minister to all.*

In addition, this Document is to be read alongside the following documents

- 1. COVID-19 Protection Framework Guidelines for places of worship - 1 December 2021*
- 2. Wellington Diocese Vaccine Policy re Worship Services*
- 3. Caring for our people under vaccine certification and the traffic light system*
- 4. Pastoral Letter from Bishops Justin and Eleanor*
- 5. Pastoral message from the Anglican Bishops, Tikanga Pākehā*
- 6. Taking Care of Each Other at Red Orange and Green*
- 7. COVID-19-Protection-Framework-traffic-lights-summary-table*
- 8. COVID\_19\_Risk\_Assessment\_updated\_24\_Nov\_2021*
- 9. WKS-17-Covid-19-Safety-Plan*
- 10. Draft Pastoral Plan RE: Diocesan Requirements for Worship In Traffic Light System*
- 11. Auckland Diocesan COVID\_19\_Risk\_Assessment\_updated\_24\_Nov\_2021*

As we move forward together, we pray that God would continue to lead us. That he would give us wisdom and help us find ways to build unity even in this season.

Peace be with us all.

Rev'd Tim

The Parish Wardens; Jeremy Glasier & Sue Wells,

The Parish Vestry; Barry Brown, Sarah Judd, Sarah Vickers, Richard Peirce, Lesley Leary, Caro MacArthur, Ann Hammond, Lindsay Hopping, Alan Willis, Margaret Thompson.

## Summary Table

	Green		Orange		Red	
<i>Vaccine Passports</i>	<i>With Passports</i>	<i>Without Passports</i>	<i>With Passports</i>	<i>Without Passports</i>	<i>With Passports</i>	<i>Without Passports</i>
<b>Masks</b>	Encouraged indoors	Encouraged indoors	<b>Strongly encouraged. Required for workers and volunteers</b>	Strongly encouraged. Required for workers and volunteers	<b>Strongly encouraged. Required for workers and volunteers</b>	Strongly encouraged. Required for workers and volunteers
<b>Scanning QR Codes</b>	Yes	Yes	Yes	Yes	Yes	Yes
<b>Capacity Limits</b>	None	Up to 100 people with 1m distancing	None	Up to 50 people with 1m distancing	<b>Up to 100 people with 1m distancing</b>	Up to 25 people with 1m distancing
<b>Cleaning and Sanitising</b>	None	All high contact surfaces sanitised after every event	None	All high contact surfaces sanitised after every event	<b>All high contact surfaces sanitised after every event</b>	All high contact surfaces sanitised after every event
<b>Volunteers</b>	<b>Anyone able to volunteer</b>	Only vaccinated can volunteer	<b>Only vaccinated can volunteer</b>	Only vaccinated can volunteer	<b>Only vaccinated can volunteer</b>	Only vaccinated can volunteer
<b>Communion</b>	<b>Two Kinds</b>	1 Kind	<b>1 Kind</b>	1 Kind	<b>1 Kind</b>	1 Kind
<b>Physical Contact services (eg. Passing peace, or offering plate, shared service books)</b>	Yes	No	No	No	No	No
<b>Home communion &amp; Pastoral visits</b>	<b>Yes – to vaccinated and non-vaccinated</b>	Yes – to vaccinated and non-vaccinated	<b>Yes – to vaccinated and non-vaccinated BY FULLY VACCINATED STAFF</b>	Yes – to vaccinated and non-vaccinated BY FULLY VACCINATED STAFF	<b>Yes – to vaccinated and non-vaccinated BY FULLY VACCINATED STAFF</b>	Yes – to vaccinated and non-vaccinated BY FULLY VACCINATED STAFF
<b>Home Groups</b>	<b>Yes – No limits</b>	Yes – Limit of 100	<b>Yes – no limits</b>	Yes – Limit of 50	<b>Yes – Limit of 100</b>	Yes – limit of 25
<b>Food &amp; drink</b>	Yes	Yes for services, Events must be seated and separated	Yes	Yes for services, No for events.	<b>Yes for services, Events must be seated and separated</b>	Yes for services. No for events

# Vaccination Certificates

As per the guidance from the Bishops of Wellington and the House of Bishops of Tikanga Pakeha, as of 11.59pm 2<sup>nd</sup> December 2021 the Rangitikei Parish will require vaccine certificates for access to all services, events, and gatherings in and on Parish premises.

This includes, but is not limited to:

- Weddings & Funerals
- Church Services
- Events (eg. Kai-Life)
- Playgroups
- Ministry Groups (eg. Woolly Blessings)

As the Executive, Governance, and Management bodies of our church we also have a responsibility to ensure that external groups using our venues have carefully considered plans to keep people safe in these types of gatherings, and to strictly adhere to the government requirements in respect of each traffic light level. These plans should be developed according to the principles and directions of this document, and its reference documents. See also 'Health and Safety' on page 8 for further resources.

This includes, but is not limited to:

- The SMC and VOC churches in Marton and Bulls
- Performances (Eg. Organ Recitals)
- Bulls Toy Library and Playgroup
- Marton Food Pantry

Note: Food Pantries are prohibited from asking for the vaccination status of those accessing the service.

Because vaccine passes have been mandated for our gatherings, events, and services, this also means that all our staff and volunteers are required to be vaccinated. Additionally, we will keep records of the vaccination status of our workers and volunteers.

- For workers, this information needs to come from My COVID Record, not My Covid Pass, as My COVID Record includes dates of vaccination and the specific type of vaccine received.

## Entry to Parish Gatherings

In order to increase efficiency, the Parish office will be creating a Vaccine Register – recording the vaccination details from members My Vaccine Passes, so that regular church attendees do not have to present their vaccine pass each week.

- A Parish wide communication will be sent out Friday 3<sup>rd</sup> December inviting people to pre-register their My Vaccine Pass with the Parish Office.
- This notice will be published with this weeks Pew sheet also.

Our process for people entering the building will be:

- Each service/event will have two greeters – preferably 1 member of clergy/vestry and 1 lay person – stationed in the foyer. Greeters will have a copy of the names of people who have pre-registered their My Vaccine Pass with the Parish Office.
- As people arrive they will be asked to sign in, mask up, sanitise, and present their My Vaccine Pass (either hard copy or on their phone), or if they have pre-verified via the Parish Office, their name will be ticked the list provided to greeters.
  - These will be scanned by the greeters, and if verified, they will enter the venue.
  - Purple vaccination cards are not proof of vaccination status, and as of the 6<sup>th</sup> of December we will not accept them. This is determined by the legislation on covid19.govt.nz
    - This gives people an additional 1 week window in which they can use their purple vaccination card to attend church.

The NZ PASS VERIFIER APP can be downloaded here:

- <https://www.health.govt.nz/our-work/diseases-and-conditions/covid-19-novel-coronavirus/covid-19-vaccines/my-covid-record-proof-vaccination-status/nz-pass-verifier#about>

## Vaccine Pass Support

Currently the Parish Office is offering to print and laminate vaccine passes for any parishioner who wishes. This will be communicated to the Parish. They can also get them printed and laminated at the Marton library.

If parishioners cannot access email, they can source My Vaccine Pass, by calling 0800 222 478 between 8am and 8pm, 7 days a week.

We need to promptly create a database of elderly and disabled parishioners who may need help accessing a My Covid Pass. We need an indication of who in the Parish Governance and Management can visit people and help them access their Vaccine Pass.

## Options for the unvaccinated & non-attending

People may be choosing to remain unvaccinated, or absent from church, for a variety of reasons. It is crucial that we do not assume the reasons why or ascribe any views to them. Our primary responsibility is to ensure they still receive appropriate care during this season.

In order to do this, we will enact the following:

- Communicate details of all online services available to all parishioners
- Offer pre-consecrated communion supplies to all parishioners
- Communicate current home group/home church options to all parishioners.
- Offer the opportunity to register for regular home communions to all parishioners.
- Create a database of all those choosing not to attend physical gatherings, to ensure they are aware of the previous three options and can receive ongoing pastoral care.
- Provide the contact details of the PiC and Peoples Warden to all parishioners, offering to have conversation with anyone who is struggling, or upset with this new system.

## Signage

All current signage will remain in place across the parish.

New signage will be added, as directed and issued by [covid19.govt.nz](https://www.covid19.govt.nz), indicating that people must produce a valid My Vaccine Pass to enter our premises, and that masking is strongly encouraged.

## Exemptions

If any Mission Unit wishes to offer worship services where no proof of vaccination is required either regularly or as a one-off, then we are more than willing to consider granting exemptions on a case-by-case basis. Diocesan Council will consider all exemption requests and is committed to doing so in short timeframes. Diocesan Manager Ben Pringle will be the key point of contact for these requests.

For an exemption request to be considered you will need to provide:

- a) Confirmation of your Vestry approval and support
- b) A comprehensive risk assessment which evidences how you will maintain and strictly enforce all Government requirements and the other practices you will adopt to mitigate risks of infection. Please follow the key guidance on these webpages –
  - i. WorkSafe's 'Operating safely – what you need to think about' (click [here](#))
  - ii. WorkSafe's enforcement approach for businesses, which contains a risk assessment that must be completed (click [here](#))
  - iii. Ministry of Health's Guidelines for Businesses and Services (click [here](#))

## Pastoral Care in 'Red'

Liaising with the Clergy Team and Parish Pastoral Care Coordinator we agree to the following procedures.

- Create an opt-in system for pastoral care for those who are either: Unvaccinated, in quarantine awaiting results, are ill with Covid, limiting exposure due to vulnerability, or any other reasons.
  - This will be done with a Parish wide survey in which people can indicate the information and care they would like to receive. E.g:
    - Help getting My Vaccine Pass
    - Info on online services – or help accessing the.
    - A local zoom prayer meeting or service
    - Delivery of communion wafers
    - Home Communion (bread only)
    - Printed prayers/ANZPB
    - Someone to phone me
    - Someone to help me with groceries and prescriptions if I am in isolation or if I fall ill
- In caring those who can't attend services:
  - For the unvaccinated, carers may wish to restrict contact to phone or electronic. Discuss with Coordinator or PIC.
  - For those quarantining: restrict contact to phone or electronic
  - For those who are vulnerable and limiting exposure: whatever works for the person and the carer, by agreement between them.

Additionally:

- In Orange and Red, all pastoral visits are conducted by vaccinated volunteers.
- Pastoral visitors do not have to physically visit congregants where they are concerned about their health, vulnerability, or vaccination status
  - In those instances they ought to call the congregant instead, and report their concern up the chain.
- Following the guidelines for Age Concern, we agree to the following:
  - Do not visit if either you or your client is unwell.
  - Phone ahead before each visit, and check that your client has not developed any cold or flu symptoms since you last saw them.
  - Wash your hands with soap and water for at least 20 seconds before visiting, and when you return home.
  - Wear a mask
  - Maintain a distance of 2 metres between you and your client.
  - Keep a record of your visits,
  - Limit the visit to one hour or less

## Cases of COVID-19

Should a case of COVID-19 arise in connection to our Parish, we will need to work with the health authorities, provide contact tracing information and undertake cleaning.

Full information can be found in attached document 1. COVID-19 Protection Framework Guidelines for places of worship - 1 December 2021

In particular the advice is that good process would include:

- if you have people responsible for Health and Safety within your place of worship; they are usually the best people to have contact with the Public Health Unit (PHU)
- As a Parish, we designate this person to be: Rev'd Tim Duxfield, and Dianne Hartley

## Health & Safety

Guided by reference document 3. 'Caring for our people under vaccine certification and the traffic light system' issued by the Wellington Anglican Diocese, we as the Vestry and Leadership of the Rangitīkei Parish need to complete two tasks.

1. A risk assessment of every role conducted by parish workers – both paid and unpaid – based on the typical responsibilities of that role. This will help inform what risk mitigations are required for individuals, including, where necessary, whether vaccination should be mandated.
  - a. We suggest that you use the template created by Auckland Diocese (see [here](#) – for reference document 8.) which aligns with WorkSafe's risk assessment framework.
  - b. Note that risk assessments are not required for clergy and lay leaders leading worship services, as the Diocese has already completed a generic risk assessment of these roles, which identified the heightened risks they face in their ministries and led to the mandate that all clergy or lay leaders leading a worship service where vaccine certificates are required must also be fully vaccinated.
2. A site safety plan for each ministry activity taking place in your Mission Unit. We recommend that you use the Covid-19 safety plan template on WorkSafe's website (see [here](#) – or reference document 9.), having first consulted WorkSafe's 'Operating Safety – What you need to think about' webpage (see [here](#)). Note that Mission Units also have a 'duty of care' to external groups using parish spaces. These include:
  - a. Ensuring that each group has its own safety plan which aligns with Mission Unit policy and is being adhered to.
  - b. Ensuring that Mission Unit workers are not putting the safety of members of the external group at risk.

## Key Footnotes and Definitions:

- Children under the age of 12 years and 3 months do not need to provide a My Vaccine Pass to enter places with a vaccination requirement.
- Defined spaces are a single indoor or outdoor space separated from other spaces. If your venue has multiple defined spaces, you should make sure as much as possible that groups do not mix.
- Capacity limits are based on the maximum number of people who could occupy the space if each person was 1 metre apart. People do not have to keep 1 metre apart at the venue.
  - In some cases a maximum number is also specified.
  - The limits include everyone, including children, in a defined space, except workers.