

St Nicolas Church, Newbury

Flu Pandemic Plan

Prudence requires that we plan for the possible consequences of the current H1N1 flu pandemic. The Flu Pandemic Plan needs to be flexible because it is not possible to forecast reliably the extent, the duration or the severity of the flu pandemic. So far, only a very small proportion of the UK population has contracted H1N1 flu, recovery has been rapid and the symptoms have usually been mild. Generally, lives have not been at risk.

This Plan has been prepared on the assumption that by the winter of 2009/2010 H1N1 flu may possibly have infected a significant number of people, such that ordinary life is severely disrupted for several months and lives are at risk. If, as we hope, that proves not to be the case, then the planned actions will not arise or will arise only to a minor degree.

The purpose of the Plan is to minimise the spread of infection, to provide pastoral support to those most affected and to continue, as far as reasonably possible, the various ministries of St Nicolas Church, albeit on a necessarily reduced scale, to church members and to the wider community.

This Plan has been drawn up in the light of official guidance from the Diocese of Oxford, the NHS and the Berkshire West PCT. It has been prepared, and it will be kept under review, by the Flu Pandemic Planning Group, a sub-committee of the PCC. Current members of this Group are Belinda Bowrey, James Cook, Sue Elliott, Nigel Freeman and Madeline Norman.

Church Leaders in Flu Pandemic

The Leaders of St Nicolas Church and those who will deputise for them if they are unable to act are:

Title	Name	Tele- phone Nos	E-Mail Address	Deputy
Rector	David Stone	01635 40326	rector@st-nicolas- newbury.org	Sarah Alexander
Associate Vicar	Sarah Alexander	01635 41922	assocvicar@st-nicolas- newbury.org	Murray Woolnough

Curate	Murray Woolnough	01635 773818	curatemurray@st-nicolas-newbury.org	James Cook
Curate	James Cook	01635 200428	curatejames@st-nicolas-newbury.org	
Youth Minister	Paul Reisbach	01635 42361	youthminister@st-nicolas-newbury.org	
Children's Worker	Debbie Harrison		childrensworker@st-nicolas-newbury.org	
Parish Administrator	Sue Elliott	01635 47018	office@st-nicolas-newbury.org	Anne Montgomery, Belinda Bowrey
Assistant Administrator	Anne Montgomery	01635 47018	office@st-nicolas-newbury.org	
Church Facilities Manager and Health & Safety Officer	Belinda Bowrey	01635 47018	churchfacilitiesmanager@st-nicolas-newbury.org	Sue Elliott, Anne Montgomery
Churchwarden	Nic Cope		nic@copemusic.co.uk	
Churchwarden	Nigel Freeman		nigel.freeman@tesco.net	

Administration and Finance

If circumstances dictate, the Church Office will be open only for a reduced number of hours or it will be closed completely. When the Office is closed, enquiries should be made by e-mail or telephone to one of the leaders listed, as most appropriate. Enquiries regarding finance are to be directed to a churchwarden.

Regular Services

For as long as circumstances dictate, regular church services may be reduced in number and content or, if necessary, discontinued completely. (The likely minimum will be one Sunday morning service, without Holy Communion.) The work of the choir, groups of musicians and bellringers may be suspended. The

church will nevertheless remain a focal point for a Christian presence in the town, signified in the most appropriate ways as established by the Rector.

Occasional Services

The church will continue to provide, funerals, baptisms and weddings, but these may be limited as to place, time and content, as circumstances dictate.

Closure or Scaling Down of Activities

Decisions to close, scale down or reopen an activity will be taken by the Rector and notified to those concerned through the leadership structures of the church, using the means set out below under 'Information and Communication'. Such decisions would be triggered by significant events, especially by directives from Central or Local Government or the Diocese of Oxford. The vulnerability of groups and individuals would be of primary concern, and children's, young people's and older people's groups would therefore be most likely to be closed.

Pastoral Care Groups ('PCG's')

All members of the church will be notified of their Pastoral Care Group ('PCG') for the duration of the flu pandemic, which will be determined according to their home address, and they will be given contact details for their PCG leader and his/her deputies. Church members are encouraged to look in the first instance to other members of their PCG for mutual help and fellowship, and to care in the same way for their local neighbours who are not church members.

PCG leaders and their deputies will provide pastoral support and spiritual oversight for all their PCG members, and they will in turn receive support and oversight from a nominated member of the clergy. In order to minimise the spread of infection, contact between PCG members will be by telephone or e-mail whenever possible. (In all cases of severe or urgent need, members of the clergy will continue to provide personal pastoral care regardless of risk of infection.)

Precautions Against Infection

Any church member, whether or not a leader, is required to isolate him/herself from others when displaying symptoms of H1N1 flu (a high temperature and

any two of the following: cough, sore throat, runny nose, diarrhoea or vomiting). Parents are required to do the same with their children.

Particular care is required, by the liberal use of disposable tissues and antibacterial wipes and gel, to avoid the spreading of infection through coughs and sneezes. Open un-lidded waste-bins will be located where required. (Lids may spread contamination.)

In order to minimise the risk of infection, physical contact between church members and the sharing of common vessels, particularly the Communion Cup, is to be avoided as far as possible. Anti-bacterial washes, wipes or gels are to be used before physical contact or handling common food, including Communion wafers. The Communion Cup is nevertheless to be available to individuals who are sick at home or in hospital, although it is not to be shared with others.

All church and office equipment in frequent common use, such as door handles, light switches and telephone handsets, is to be sanitized daily as a matter of routine. Stringent sanitizing routines, published separately, are to be observed with regard to toys and other equipment used by children and young people.

It is the duty of the Health and Safety Officer to ensure that precautions against infection are enforced. The Church Facilities Manager is to ensure the display of appropriate warning notices and the provision of adequate supplies of sanitizing materials, with facilities for their safe disposal.

Information and Communication

Current information on the H1N1 flu pandemic, as it is likely to affect St Nicolas Church members, will be published from time to time on the church website (<http://www.st-nicolas-newbury.org>), in newsletters and in announcements by the Rector. Unsubstantiated rumours should be ignored.

Nic Cope and Nigel Freeman, Churchwardens
David Stone, Rector
October 2009