



# St Mary's Church

## Making a difference in the community

Parish Office, St Mary's Church, Church Road,  
Stretton, Burton-On-Trent, DE13 0HD  
01283 564216



## Use of Church Policy

This policy was agreed by the PCC for all “non-service” use of the church building. If you have any queries, please contact one of the church wardens.

- The user/s must include at least one regular member of St Mary’s congregation who will act as a ‘responsible person’ for the purpose of this policy.
- Use must be by prior arrangement, e.g. booked in the diary, with the permission of a churchwarden / PCC / Standing Committee as appropriate.
- Access/egress to/from the church to be supervised by a responsible adult member of the church to safeguard security, (a PCC member or approved key holder), care being taken to protect disclosure of the alarm code. If it is felt that any unauthorised person may have learnt the alarm code a churchwarden must be informed immediately. A group or individual must not be allowed to “let themselves out” afterwards, the responsible person must be present to set the alarm and ensure all doors are locked.)
- No church equipment to be used without permission.
- Property belonging to other church members, e.g. instruments, amplification etc. not to be used without permission.
- All equipment used with permission to be returned to the same place and left in the same state as at the beginning of the period of use.
- Concurrent use of the premises by two or more groups (e.g. musicians and bell ringers) only by mutual agreement and with mutual respect to each other’s activities.
- Church to be left in the same state of cleanliness and tidiness as found when use commences.
- Premises not to be used for purposes likely to cause offence to most right-minded church members (e.g. rehearsal of songs with an anti-Christian or immoral message).
- Users to show a duty of care to neighbours and visitors to the church grounds by restricting noise levels so as not to interfere with neighbours / visitors’ activities and by treating all personal contact with neighbours / visitors in a manner befitting a member of St Mary’s Church.