

GCRC Worship Service Cancellation Policy

Council is responsible for calling the congregation for worship and needs to approve the cancelling of worship services.

Worship Services may need to be cancelled at times for safety reasons, due to inclement weather, power outages, or other unforeseen issues with the church building.

Notice of the decision to cancel the worship service should be circulated by 8 am on the morning of church service (or at least 2 hours before the start of the scheduled service).

Should a scenario occur necessitating the cancellation of a worship service, every attempt will be made to notify those who regularly attend worship, as well as those whose contact information we do not have.

In the case of a service cancellation due to inclement weather, power outages, or other unforeseen circumstances, the Council Chair (or the Vice-Chair, in the absence of the Chair) and the Vice-Chair (or the Elder of Service in the absence of the Vice-Chair), in consultation with the pastor, are responsible to determine the need to cancel on behalf of Council.

If there is a church service cancellation, they will contact the following people, allowing sufficient advance notice to ensure that the congregation is informed at least 2 hours before the start of the scheduled service.

1. Contact the Minister / Pulpit supply
2. Contact the church office administrator to communicate the cancellation via:
 - an email alert to the church email list
 - a message machine message on the church office phone
 - signs posted on the church doors (if possible)
 - a notice on the home page of the church website
3. Contact Worship Coordinator to:
 - Inform all those involved in the worship service
 - post the cancellation message on social media (church Face Book page)

Optional – Prerecorded Church Service Video: If the cancellation is known in advance, and there is sufficient time to plan, a church service video could be compiled in advance (sermon prerecorded) and streamed at 10 am Sunday. The Worship Coordinator and Tech Team to be consulted regarding the decision and implementation.

The congregation would be need to be informed and the video link circulated in advance.

Sample Bulletin Announcement or Email Announcement (to be sent annually in the fall to the congregation):

Worship Service Cancellation Notification Procedure:

Worship Services may need to be cancelled at times for safety reasons, due to inclement weather, power outages, or other unforeseen issues with the church building. Should a scenario occur necessitating the cancellation of a worship service, notification will be communicated by 8 am on the morning of the service via email (or at least 2 hours before the start of the scheduled service). Alternatively, you may check for notice on the home page of the church website or call the church office and the cancellation notice will be recorded on the church message machine (905-877-4322).