

## **Rotas in ChurchSuite**

Dear church members and volunteers.

You may be down on the rota to take part in a service. We encourage you to look at <a href="MyChurchSuite">MyChurchSuite</a> where you can view a list of your "Next serving" requests in the My Rotas section and "Accept/Swap member" any that are currently not responded.

If you are not available, please aim to swap using <u>MyChurchSuite</u>, asking the person you wish to swap with beforehand.

To check the **March and April 2025** worship rota overview, please click **here**.

We still need you to sign up if you have not already done it.

Please note that you are NOT disclosing anything except your name and contact details to help you communicate with each other.

Click here for a visual description of how to sign up and make your name visible. Having your name visible in My ChurchSuite is essential!

To add, edit, delete your unavailabilities in MyChurchSuite, click <a href="here">here</a>.

If you need help, please contact Anne (de Tréverret).