



# Re-open Preparedness Plan

- Professionally sanitize the building with a focus on the main sanctuary and high traffic areas (outside cleaning service)
- Develop a regular cleaning schedule after/between each service with approved disinfectants for COVID 19
- Change the air conditioner filters
- Designate additional handicap parking on the Foard street/Eastside
- Designate the administrative area and main vestibule as the main entrance and exit to the building
- Design seating charts to ensure 6 ft social distancing for individuals and families.
- Designate hand sanitizing areas/stations
- Post reminders of 6 ft social distancing, handwashing and face covering requirements
- Post signs reminding not to shake hands and no-contact greetings
- Remove hymnals, pens, and envelopes from the sanctuary and chapel
- Provide covers for microphones and sanitizing wipes as needed for mics and keyboards. Plexi-glass dividers will be added to the choir stand as needed
- Communicate the preparedness plan and their roles to all ministry' leaders
- Congregation singing is strongly discouraged due to the aggressive expelling of respiratory droplets
- Will not print bulletins- order of service will be viewed on the screens

## Guidelines for Members:

- Initially the Sunday service will be modified; other services and ministries will remain virtual; and added in phases.
- In person capacity will be limited to 200 attendees (total) including administrative staff and support staff.
- Enter and exit church building on the Foard street/East side through the administrative area or the main entrance
- Social distancing required during the entire service
- Face covered required to enter the building. note: face covering required for the entire service. Face covering for children 2 years and under is not recommended by CDC and Academy of Pediatrics.
- Sunday school will remain virtual at 8:30AM-9:30AM
- Church service will start at 10:30 AM
- Youth church will remain virtual on 1st & 4th Sunday at 8:30AM
- Wednesday bible study will remain virtual at 7:00 PM; WOBE & MOBE on 4th Wed
- There will be no meetings/practicing held at the church until further notice

## Sunday Service Guidelines- In Person Service

- Self- monitor your temperature, if 99.2 F. or more, stay home\* If you have a cough, sore throat, fever or generally not feeling well for any reason, please stay home. Persons who are on quarantine for COVID-19 or waiting for COVID results should watch the service live streaming as to not spread the virus.
- Maximum attendance at Sunday worship is 200 persons, including administrative and support staff.
- Enter and exit church building on the Foard street/East side through the administrative area or the main entrance. Enter and exit at the designated points only
- Maintain a 6 ft social distance at all times in all areas of the church Refrain from hand shaking hands and hugging. Families living in the same home and/or at their discretion can be seated together.
- Wear a face cover over your mouth and nose for the entire service. Place your face cover on in your car; remove when you return to your car
- Refrain from mingling/gathering or congregating in the administrative area, hallways, restrooms or vestibule.
- Use hand sanitizer upon entry into the building and frequently during service as needed
- Only sit where indicated on the pew/ follow the directions of the ushers
- Survey your seating area; pick up your trash & take it with you after service
- The tithe and offering will be collected as you exit the sanctuary.
- Exit the sanctuary and the building as soon as directed by the usher while maintaining social distancing.