

Worship Plan for Indoor Worship Services, Weddings and Funerals Effective October 4, 2020

Sunday Morning Worship

Worship Time: 10 am – the service will be live-streamed for those who are at home.

Prior to the Service:

Everyone attending worship will be asked to self-assess their health before arriving at church:

1. How are you feeling?
2. Have you had any symptoms of Covid-19 in the past 14 days such as fever, cough, shortness of breath, fatigue, muscle or body aches, headaches, new loss of taste or smell, sore throat?
3. Have you tested positive for Covid-19 in the past 14 days?
4. Have you been in close contact with someone with Covid-19 symptoms in the past 14 days?
5. Have you traveled from a state with quarantine requirements in the past 14 days?

If you feel unwell or answer “yes” to any of questions 2-5, we ask that you do not come to church today.

Entering the Church Building:

- The church building will be open 30 minutes before worship.
- Everyone entering the building must be wearing a mask or face covering that completely covers the nose and mouth. If you do not have one, masks are available at the entrances to the building.
- An usher/greeter will meet you and will check your attendance and affirmation of your completed health self-assessment on a list of church members and friends. This attendance list is for contact tracing purposes only and will not be used for any other purposes.
- Visitors will be asked to complete a Health Self-Assessment Form (see below).
- Please maintain 6 feet between groups.
- The usher/greeter will direct you to go into the Sanctuary. Please do not linger to talk but make your way into the Sanctuary and sit in a marked pew. (Pews have been marked to allow for 6 feet of social distancing.)
- If you would like to give an offering, there are offering boxes in the front of the Sanctuary on both sides of the building. Otherwise, you may give online at fpcbatavia.org or by mailing a check to the church office.

Worship Notes:

- ❖ The Pastor will speak from the center of the top step in the Chancel without a mask, from a distance of more than 12 feet from the congregation.
- ❖ If we have a vocalist, he/she will sing from the top step in the Chancel or from the balcony without a mask at a distance of more than 12 feet from the congregation.
- ❖ Instrumentalists will be either in the Chancel or on the main floor of the Sanctuary, maintaining 6 feet of social distancing.

Leaving the Church Building:

At the conclusion of the service, the ushers/greeters will ask people to leave the church pew by pew, maintaining 6 feet between groups. Please do not linger or gather to talk inside the building.

Please note:

During this time, we will:

- wear masks throughout the service,
- provide masks for those that do not have them,
- practice 6 feet of social distancing,
- use hand sanitizer or wash our hands often.
- have the doors and windows open, weather permitting, to keep the air moving (no fans will be turned on)
- have our children remain in the Sanctuary for the entire service,
- invite families to bring books or activities for their children if needed,
- provide take-home materials to our children for a Bible story activity they can do in worship or at home each week,
- celebrate Communion by bringing our own elements from home or receiving pre-packaged elements at church.

Out of love and care of our neighbors during this time, we will not:

- shake hands,
- share the peace,
- visit with our neighbors by getting close to them,
- have lay readers,
- sing as a congregation,
- have unison readings,
- have Children's Time or Godly Play (the Playground area is closed),
- have an offering collected during the service, but we will have boxes in the Sanctuary for you to leave your offering prior to the service,
- have bulletins, Bibles, hymnals, pew envelopes or pens,
- have choirs,
- pass microphones around,

- have dramatic readings,
- linger to talk inside,
- have coffee hour,
- have Adult Sunday School.

Other COVID-19 Precautions:

- No more than **180 people** (33% of capacity) will be seated on the main floor of the Sanctuary.
- **Hand sanitizer stations** will be provided and located throughout the building.
- **Restroom Use – for emergency use only:** Please use the ADA-compliant restroom adjacent to the chapel on Sunday mornings. Each person/family will follow the posted cleaning procedure after using the restroom.
- **Signs** will be posted in the building according to CDC recommendations with reminders of Covid symptoms, proper hygiene, social distancing, use of PPE, cleaning and disinfecting protocols.

Special Procedures for Weddings and Funerals

The same requirements for health self-assessment and contact information will be needed from each attendee at a wedding or funeral. We will work with the individual families to create attendance lists.

Face masks or face coverings that completely cover the nose and mouth will be worn by everyone while in the church building, except those under the age of 2.

Social distancing of 6 feet will be maintained before, during and following the services. This includes wedding parties or pallbearers (unless they are members of the same household living together).

Hand sanitizer must be available for use.

No programs will be distributed.

For weddings, the bride and groom will stand the top step, at the front of the Chancel. The Pastor will stand on the top step at the back of the Chancel, in front of the Communion Table.

Arrangements must be made for disinfecting and cleaning of the Sanctuary in the event that the wedding or funeral takes place after the usual weekly Friday night cleaning.

This Plan is subject to future revisions; any future revisions shall contain an effective date and all persons shall adhere to said revisions as of the stated effective date.

Health Self-Assessment Form – Please fill out one per family group

Name(s) 1. _____ Phone _____
2. _____
3. _____
4. _____

1. How are you feeling?

- 1. Well _____ Unwell _____
- 2. Well _____ Unwell _____
- 3. Well _____ Unwell _____
- 4. Well _____ Unwell _____

2. Have you had any symptoms of Covid-19 in the past 14 days such as fever, cough, shortness of breath, fatigue, muscle or body aches, headaches, new loss of taste or smell, sore throat?

- 1. Yes _____ No _____
- 2. Yes _____ No _____
- 3. Yes _____ No _____
- 4. Yes _____ No _____

3. Have you tested positive for Covid-19 in the past 14 days?

- 1. Yes _____ No _____
- 2. Yes _____ No _____
- 3. Yes _____ No _____
- 4. Yes _____ No _____

4. Have you been in close contact with someone with Covid-19 symptoms in the past 14 days?

- 1. Yes _____ No _____
- 2. Yes _____ No _____
- 3. Yes _____ No _____
- 4. Yes _____ No _____

5. Have you traveled from a state with quarantine requirements in the past 14 days?

- 1. Yes _____ No _____
- 2. Yes _____ No _____
- 3. Yes _____ No _____
- 4. Yes _____ No _____

If you or anyone else in your family group feel unwell or answer “yes” to questions 2-5, we ask that you do not come into church today.

We are asking for contact information to allow for contact tracing only and will not be used for any other purposes.