

## **White Memorial United Methodist Church**

### **Stage 2 Reopen Plan**

White Memorial United Methodist Church plans to reopen for in-person worship on August 9, 2020. This document provides the steps to assure the safety of all congregants attending in-person services in accordance with the Phase 2 Guidelines contained in The Technical Assistance Manual for Local Churches as updated July 8, 2020. The Healthy Church Team of White Memorial United Methodist Church prepared the Plan and it was approved by the Administrative Council.

### **PREPARATION**

The sanctuary and other areas of the church building will be professionally cleaned and sanitized prior to August 9, 2020. All materials normally available in paper or otherwise from the sanctuary and narthex. The water foundation in the narthex will be turned off. Appropriate signage will be placed inside and outside the building to provide clear directives to all attendees. Signage will mark designated entrances, exits, and building traffic patterns and seating arrangements with appropriate physical-distancing plan will be posted.

The Physical Distancing Plan will include instructions on maintaining 6 feet or more physical distancing at the entrance, narthex, narthex bathrooms, and sanctuary. Access to fellowship hall, downstairs bathrooms, and classrooms will not be allowed during Stage 2. A seating plan (Z pattern) assuring 6 feet or more of physical distance between attendees will be provided. The Plan will provide that family members living in the same household may sit together. Parking spaces will be marked to provide physical distancing of 6 feet or more between vehicles to facilitate appropriate physical distancing of attendees while outside the building.

### **GENERAL GUIDELINES FOR WORSHIP**

1. Registration will be required for all attendees, including the completion of a Health Acknowledgement Form four days in advance of the service
2. A poster-size version of the Health Acknowledgement Form will be posted in the narthex of the Church and each attendee will be required to read the form and acknowledge that they can affirm “yes” to all of the statements on it to the usher. The usher will enter their name and contact information on a record that will be maintained by the Healthy Church Team. Any attendee whom cannot affirm “yes” to all the statements on the form will not be allowed to enter the sanctuary. The narthex floor will be marked to assure that appropriate physical distancing is maintained during this process.

Attendees may also elect to complete the acknowledgement form online (<https://www.evc.vaumc.org/home/>) or download the acknowledgement form ([www.vaumc.org/return](http://www.vaumc.org/return)), print it, and deliver the form to the usher upon entering the Church.

3. Occupancy will be limited to fifty (50) attendees plus other exempted individuals. It will be the responsibility of the usher(s) to assure compliance with this limit.
4. Appropriate face covering will be required for all attendees for the duration of the service.
5. Physical distancing of six feet or more will be required from the time an attendee leaves their car.
6. There will be no singing.
7. There will be no handshaking or hugs.

8. Attendees who live in the same household as other attendees may sit together without practicing physical distancing.
9. Children may attend and are required to follow the same procedures as parents (must be able to wear a mask for duration of service).
10. Guidelines will be communicated by email and telephone and posted to the Church's website.

### ***Day of Service***

1. Prior to leaving home to attend in-person worship, each attendee must:
  - Take temperature (must be less than 100.4 degrees Fahrenheit).
  - Stay home if feeling ill.
  - Bring your own face covering (mandatory), hand sanitizer (if needed), and gloves (if desired).
2. Attendees must put on face coverings before exiting their vehicle.
3. Physical distancing guidelines will be practiced as attendees exit their vehicles and walk from their vehicle to the church building.
4. Attendees will enter the building thru the front door and continue to practice physical distancing
5. Attendees will be seated starting from the front of the sanctuary to the back of the sanctuary and maintain physical distancing as required by the Physical Distancing Plan.
6. At the conclusion of the service, attendees will exit the sanctuary to their vehicles while maintaining physical distancing.
7. Ushers will assist attendees with seating and monitor that physical distancing protocols are being followed.
8. Offering plates will be available beside the rear door of the sanctuary so that attendees may leave an offering as they depart the sanctuary.
9. Failure by an attendee to follow the guidelines will require that the service be immediately ended and all attendees will be required to exit the building.

### ***Post-Service Procedures***

1. Sanctuary and other common areas on main floor will be cleaned and sanitized prior to the next in-person worship service.

### ***Communion***

The sacrament of communion will not be offered during the initial stages of in-person worship. The Healthy Church Team will review the implementation of the Reopen Plan, and when it deems appropriate, Communion will be offered thru the use of Prepackaged Communion elements.