



In-Person Worship Plan for Faith Lutheran Church

Time-line:

Week of July 15, 2020-

Preparations Begin

- Create a list of necessary cleaning/sanitizing supplies needed for re-opening.
- Notify congregation about council's adopted plan, procedures & dates.

Saturday, August 1, 2020-

Welcome Back Gathering

Saturday, August 8, 2020-

Outdoor Worship

Saturday, August 15, 2020-

Outdoor Worship

Saturday, August 22, 2020-

Outdoor Worship

Sunday, September 13, 2020-

*Indoor Worship 8:30am & 10:30am

*This is assuming that our region will be at "Phase 5" by September 12, 2020. We are currently at Phase 4 which does not allow for indoor gatherings >10 people.

Time-line Event Details

Insurance Company Coverage-	Our insurance company will not cover our liability if we do not follow state & local laws. In addition, we must follow CDC guidelines regarding indoor/outdoor community gatherings.
Cleaning Supplies-	Procurement of necessary cleaning supplies for re-opening. Many of the items we will need to reopen are in high demand. Pastor and Dawn have created a list of items and tasks that must be completed before re-opening can occur. Volunteers needed!
<u>Welcome Back Gathering- August 1, 2020 at 4pm</u>	This will be an outdoor event for anyone who want to attend, but especially for anyone planning to attend outdoor/indoor worship services at Faith Lutheran Church. Attendees will have an opportunity to learn more about the Worship Services in the future.
<u>Outdoor Worship- August 8, 2020 at 4pm August 15, 2020 at 4pm August 22, 2020 at 4pm</u>	We will come together for our first outdoor in-person Worship Service since March 8, 2020. We will review and follow our indoor service procedures in preparation for the indoor in-person Worship Services beginning on September 13, 2020. Attendees will bring their own seating. Access to restrooms will not be permitted. Social distancing requirements: 6'/360° (excluding members of the same household). Masks required until seated.
<u>*Indoor Worship- September 13, 2020 8:30am & 10:30am</u>	Our first Worship Service in our church building since March 8, 2020. All of the Council approved Reopening Indoor In-person Worship Services Procedures will be strictly adhered to.

*This is assuming that our region will be at "Phase 5" by September 12, 2020. We are currently at Phase 4 which does not allow for indoor gatherings >10 people.

Worship Service Specifics

8:30am Service Specifics-

- Attendees will be required to notify the church of their intention to attend 1st service so that we can have the correct number of chairs at the proper distancing set-up for their arrival.
- *Walk-in Attendees will be asked to wait in a designated waiting area and will be seated only if space is available.

10:30am Service Specifics-

- Attendees will be required to notify the church of their intention to attend 1st service so that we can have the correct number of chairs at the proper distancing set-up for their arrival.
- *Walk-in Attendees will be asked to wait in a designated waiting area and will be seated only if space is available.

If capacity for either service is met by the Friday before service, attendees will be notified. A third service will be explored if capacity is met for any service and additional capacity is needed.

Online Services-

- Online services will continue to be available for the foreseeable future.

*Walk-ins are considered any person or group who does not notify the church of their attendance for either Worship Service.

Faith Lutheran Church

Reopening Indoor/In-person Worship Service Procedures

“Phase 5” Indoor Gatherings of ≤ 50 People

(Assuming our region is in Phase 5 by September 12, 2020.)

Anyone entering the building must WEAR a MASK!

Services will be as touch-free as possible.

Doors will be opened by Greeters and Ushers.

No Physical Contact between households.

Worry-free hugging will return in the future.

- A list of Attendees will be generated through the week and made available to the Greeters for check-in on Sunday morning. Walk-ins permitted only if space is available.
- No line-up at the door, social distancing while waiting to enter must be maintained. Households stay together.
- A Greeter will allow attendees/households into the building when an Usher is available to seat them.
- Once inside the building hand sanitizing will be highly encouraged.
- The Offering basket will be located between the vestibule and the narthex. Electronic offerings, as always, will continue to be accepted.
- Once the Usher has seated you or your household in the sanctuary, please remain in your designated area and wear your mask until the end of service.
- If a restroom emergency arises, please follow the guidelines that are posted outside the restrooms. These guidelines will be included in the in-person services bulletin coming later.
- Music will be provided during Worship Services. Attendees; **please** refrain from singing.
- Communion will be administered with individually sealed “Communion Kits”. These kits will be presented after the Benediction as attendees exit. There will be a table set up in the vestibule. Greeters will facilitate this process.
- You will be dismissed after the Benediction. Dismissal will be performed in an orderly fashion to ensure proper social distancing and avoid traffic jams at the exit. Please exit the building promptly after receiving Communion.

Requirements & Responsibilities

Building:

- As many doors and windows should be opened to circulate fresh air as much as possible. AC should be used only when absolutely necessary.
- Building access will be limited to the vestibule, narthex, sanctuary. Restrooms will be for emergency use only.
- A touch-free environment will be created to the best of our abilities.
- Cleaning/Sanitizing will be performed before and after each service.
- Folding chairs will be used until further notice. Additional chairs will be brought in from the garage.
- Hand sanitizer will be located in the vestibule, narthex & sanctuary. It will also be located inside and outside of the restrooms.

Attendees:

- “Notification of Attendance” and number of attendees will be requested each week to create a “check-in list” for Greeters. Notification of attendance required for both Worship Services. This will be done until further notice.
- Utilize the Beaumont Health COVID-19 Online Risk Assessment to help you determine if you should attend outdoor/indoor worship.
[beaumont.org/coronavirus](https://www.beaumont.org/coronavirus) choose online risk assessment.
- In the case of Covid-19 exposure discovered after attending a service, please notify the church staff so that exposure protocols can be implemented. There is no shame in contracting Covid-19, but it is shameful not to notify others that you have been exposed.

Worship Service Team

This team must be assembled in order for the indoor/in-person worship services to occur. It will require at least one rehearsal to be performed at an outdoor service or a mock service on Saturday, September 12, 2020 OR both.

Greeters (3):

- Required to be at both services for (4) weeks.
- Make sure the doors are open for touch-free entry/exit.
- Help others maintain social distancing.
- Keep a head count of the number of attendees and verify attendee on “check-in” list.
- Encourage hand sanitizing as attendees enter the building. Dispensing of hand sanitizer is necessary to create a hands-free environment.
- Assign attendees to an Usher for seating.
- Provide a mask for those who do not have one. (Masks will be on-hand; however, this will not be advertised)
- Enforce the “No Mask, No Entry” rule.
- Monitor communion distribution as attendees exit.
- Communicate to Ushers when additional attendees can be dismissed to receive their Communion kits.
- Clean/sanitize between services.

Ushers (4):

- Required to be at both services for (4) weeks.
- Seat attendees/households from the narthex to the sanctuary.
- Monitor restrooms for single occupancy.
- Sanitize restrooms after usage.
- Oversee mask wearing, social distancing & procedural compliance of attendees.
- Setting up chairs for walk-in attendees as necessary. (Any attendee the church did not receive attendance notification from will be placed in a stand-by area outside until accommodations can be made)
- Clean/sanitize between services.

Service Administrator (1):

- Required to be at both services for (4) weeks.
- Oversees all aspects of policy implementation.
- Required to be at both services.
- Assists Greeters and Ushers with policy compliance.