

~UBC GUIDELINES/PROTOCOLS FOR IN-PERSON WORSHIP SERVICES~

What You Should Know Before You Attend: It is our highest intention, as we reopen the sanctuary for indoor services, that the health and safety of all in attendance is an extremely high priority. To protect everyone in attendance, if you plan to attend an in-person worship service you are agreeing to follow all protocols outlined in this document. Be advised that individuals with high-risk demographics should consider not physically attending in-person worship services (and pursue our online option); vulnerable individuals (the elderly, people with certain underlying medical conditions) should be extra careful. **IF YOU ARE NOT FEELING WELL, OR IF YOU HAVE A FEVER, PLEASE STAY HOME.**

- Please plan to register for all inside services by calling the church office during the designated registration window of time (you will receive information about this window of time when it becomes available; additionally, registration is important so that we will be able to properly prepare for the service).
- We will need to calculate the maximum number of attendees that can be accommodated which will be about 50 people.
- ***Our worship service will start at 10:30am and will last about 35-45 minutes.***
- Please plan on arriving at least 30 minutes prior to the beginning of the service so we can manage entry into the sanctuary prior to the start of the service.
- All indoor services will also be live streamed on our church Facebook page at 10:30 for those who cannot or chose not attend for any reason.
- **Masks must be properly worn (covering nose and mouth) throughout the service and may only be removed after you exit the church doors** *(even when wearing masks, cover sneezes/coughs with tissues or an arm).*
- **Collection of tithes/offerings will be placed in baskets on tables, located in the front of the church as you enter or at the back of the church as you exit.**
- Conversations/Socializing with fellow church members will only take place once you are outside; social distancing remains the expectation.

Entrance and Exit Strategy: In order to minimize physical contact specialized entrance and exit strategies will strictly be enforced:

- All doors to the church will remain locked except the front doors to the sanctuary.
- All attendees must enter the church sanctuary through the front door. At completion of the service all attendees will remain in their assigned pews until your pew is approved to exit the sanctuary by a Deacon/Usher. You will exit the sanctuary through the door at the back of the church near the choir room. ***You may exit the building either through the back door towards the Fellowship Hall or the front door by the church office only.*** *As you leave, please remember see the bullet point about socializing with other church members in the "Before You Attend" section above.*

COVID-19 PROTOCOLS FOR WORSHIP

- 1) *Temperatures will be checked upon entering the front door.*
- 2) *Everyone upon entry is required to use the hand sanitizer located on table. There will also be sanitizer stations placed throughout.*
- 3) *The Church Greeter is not allowed to shake your hand or have any physical contact. The Greeter will take you to a Deacon who will seat you in the sanctuary.*
- 4) *Seating configurations will be predetermined prior to the service. Families may sit together; others will be placed six feet apart in all directions.*
- 5) *To minimize physical contact at the present time there will be no offering plates, Bulletins, Hymnals, Bibles, pencils/pens in the pews. Please bring your own Bible. Additionally, there will be no communion plates passed around during communion; instead, small, individually wrapped communion cups/wafers will be picked up when entering the sanctuary on the Sundays we celebrate the Lord's Supper.*
- 6) *There will be no Sunday School, Nursery, or Choir singing (all of these ministry elements will need to be considered at a later date).*
- 7) *During the service Pastor Will Watson will conduct the service from the pulpit and will remain there until the service is completed and the sanctuary is cleared from all attendees.*
- 8) *Leaders will be assigned at rest rooms, hallways/foyers to manage one-way flow of individuals to prevent crowding. Additionally, these leaders will ensure mask usage, social distancing is practiced and hand sanitizer is utilized.*
- 9) *Attendance records of all staff, members and visitors will take place by Dan Ozimek; he will take a picture of the congregation just before the worship service begins in case future contact tracing is necessary.*
- 10) *At completion of the worship service, leaders will complete cleaning and disinfection. This includes high-touch surfaces, common areas such as door handles, light switches, faucets, toilet handles and pews.*

UBC Fellowship Hall Safety Protocol Plan for Small Group/Missions Group Meetings

Pastor Will, our UBC Deacons (including Dan Ozimek our Safety Committee chairperson) met to discuss and all agree to the following about use of the Fellowship Hall during this pandemic (*effective immediately and in place until further notice*):

- Small group/Missions meetings of no more than 12-15 people are permitted in the FH assuming the following protocols are followed:
 - 1) every person who attends a meeting the FH **must wear a mask for the duration of their stay**;
 - 2) physical distancing of at least 6 ft including **one person at a table** during meetings;
 - 3) the duration of the meeting can be **no longer than 30-45 minutes**;
 - 4) the facilitators/leaders of each small group or missions group are responsible for helping everyone in their group adhere to these guidelines and to ensure that **all tables and doors are cleaned/disinfected before leaving; additionally**, the facilitator/leader is responsible for **writing down those in attendance at each meeting** in case someone contracts COVID-19; *this way, if a member is diagnosed with the virus, other members who were in attendance, along with church leadership, can be contacted and informed and respond appropriately.*

This FH safety protocol will be posted on our church website and inside the FH and is effective immediately in order that church small groups and missions groups can start planning to meet safely, comfortably, and compassionately inside our FH. ***If your meeting time changes for any reason, we ask that the facilitator/leader of each group to call the church office and inform Denise so that the church can be notified of the change as well.***

Thank you for agreeing to abide by these FH protocols and we hope you and your church missions group will enjoy your meetings and one another both safely and responsibly in the days and weeks ahead. *May God bless and protect you! Amen.*