

St. Paul's UCC in Robesonia
COVID-19 Re-Open Plan for In-Person *Outdoor* Worship
Revised: Tuesday, August 18, 2020

The following are the safety guidelines we will be following for outdoor worship while Berks County is in the "Green Phase" as designated by the state. As we receive updated medical guidance, we will strive to update these guidelines accordingly; please look for the latest revision.

1. Only participate if:
 - a. You are feeling well.
 - b. Have a normal temperature.
 - c. Are able to wear a mask that covers your mouth and nose.
 - d. You have not been exposed to COVID-19 (unless you have now tested negative for the virus).
 - e. You have not been in or through one of the designated quarantined states in the past two weeks.
 - f. You feel comfortable doing so. We will be live streaming the morning worship service, for you to be able to participate in worship that week. We are looking into the possibility of being able to live stream an outdoor worship service.
2. Social Distancing will be required.
 - a. Areas will be designated in advance to keep households at least six feet apart.
 - b. The Property Committee will mark off every other parking space in our parking lot. Each parking space will be designated for one household unit. The only place in which you may remove your mask is within your designated space.
 - c. Pathways to and from designated areas will be marked to maintain social distancing.
3. Mask wearing when arriving and departing (walking to and from your area) will be required.
 - a. Wearing of Masks will be required for any singing (singing is a known risk, and the research is currently unclear as to whether or not being socially distant outdoors sufficiently mitigates that risk, and therefore when we do sing, masks must be worn even when in your designated area).
 - b. For outdoor, socially distant worship, masks need not be worn for unison and responsive readings.
 - c. Disposable masks will be provided if a person does not have one
 - d. A "face shield" will not be sufficient for worship participation, as it does not "trap" exhaled moisture in the same way that a "face mask" does. If someone arrives with only a face shield, a disposable mask will be issued to them, which they can wear in addition to the face shield or in place of.
 - e. All those who are older than two years old, must wear a mask.
4. Upon arriving, each person will be reminded of the following:
 - a. How to wear a mask properly covering their mouth and nose.
 - b. Reminded to keep it on unless in their designated household space.
 - c. Reminded that they must wear a mask while singing.
 - d. Provide a disposable mask if a person does not have one.
 - e. Direct worshipers to a designated space.
 - f. Provide a contact tracing card.
 - g. Provide additional information regarding the particulars of that worship service.
5. Worshipers will need to provide their contact information.
 - a. This is for contact tracing, so that if we learn that a participant was tested as COVID positive, the rest of those who participated can also be informed.
 - b. Contact information will include: name, address, phone, and email.
6. Worshipers are to bring their own chairs/blankets to sit upon
 - a. Bringing your own chair or blanket reduces touched surfaces.
 - b. For those who are unable to bring their own chair, please call the church office in advance to request the Property Committee to set up folding chairs for you.
7. Worship leaders will need to be at least 15 feet apart from worshipers or wearing a mask for their speaking parts.
 - a. The Property Committee will mark of the worship leaders' areas for social distancing.
 - b. Worshipers should *NOT* enter the worship leaders' areas, but maintain social distancing.
8. No greeting will take place (except for people assisting those who enter), and there will be no receiving line.
9. The bulletin will contain all needed information.
 - a. Ushers/Greeters will be wearing gloves for the handing of bulletins (including children's bulletins). Distribution will be done in a no touch manner (where an Usher's hand does not come in contact with a worshiper's hand). If accidental contact is made, there will be hand sanitizer available, which both the worshiper and Usher should then use.
 - b. Children should keep (and not return) their boxes of crayons for the children's bulletins.
10. Offering will not be "taken" but can be placed in a plate/basket as a person arrives/departs.

11. There will be no sharing of food. However, there is the possibility of eating a meal together at the same time, with persons only consuming food/drink that they themselves brought with them. There is the possibility of providing contactless pre-prepared bagged meals.
 - a. Eating and drinking may only take place in your designated area, as that is the only area where you may remove your mask.
12. When held at the church building:
 - a. Worshipers (not including staff, worship leaders, etc) may only enter/exit the building to use the restrooms.
 - b. The water fountains will be disabled.
 - c. Hand sanitizer stations will be available.
13. Scheduled ushers/greeters, with a designated captain and co-captain, will be required at least two weeks in advance by the Worship Committee / Consistory in order for an in-person worship service.
 - a. At least four ushers/greeters (which could include Property Committee members) will be scheduled in advance.
 - b. Ushers/greeters are to wear identifying tags, so that worshipers know to follow their instruction, and understand why the persons serving as ushers/greeters are themselves not going directly to a pew.
 - c. If at the church building, ushers/greeters need to wipe down surfaces before the beginning and after the end of the worship service, including, but not limited to: door handles and push bars, restroom fixtures and changing tables, light switches, and any church furniture that was used for worship.
 - d. As there is extra set-up, cleaning, direction, and marking off of areas involved, ushers/greeters are to arrive at least an hour in advance of the worship service.
 - e. Although worship leaders and staff may enter the building at any time, the doors will not be unlocked for worshipers until the usher/greeter team is ready to receive them.
14. Worship Leaders
 - a. If microphones are used, each worship leader must be designated an individual microphone.
 - b. No one but the audio/video tech (and their household) may operate the audio/video devices, unless directed to do so by the audio/video tech.
 - c. If using an acolyte and/or cross bearer, they must wear a mask when processing/recessing.
 - d. Only that week's counting team members should handle the offering plate/basket. (Hands should be washed after touching the plate/basket).
15. Communion
 - a. Prepackage communion cups will be used.
 - b. Elders are to prepare the cups while wearing gloves and masks.
 - c. Distribution will be done by Elders wearing gloves and masks, in a no touch manner (where an Elder's hand does not come in contact with a worshiper's hand). If accidental contact is made, there will be hand sanitizer available, which both the worshiper and Elder should then use.
 - d. Communion cups will be provided at the beginning of the worship service (when receiving bulletin and contact tracing cards). Wait for the blessing and the instruction of the Pastor before opening and consuming the communion elements.
 - e. Consuming of the communion elements may only take place in your designated household area, as that is the only place where you may remove your mask.
16. Parking
 - a. When worshiping in the parking lot, only the back row of spaces along the field will be available for parking.
 - b. Amble, able-bodied members should choose street parking, to allow less amble persons to have closer parking.
17. Conclusion of Worship
 - a. Please continue to follow the guidelines when departing at the conclusion of worship and if remaining on the church grounds for a while to socialize.
 - b. The Ushers/Greeters and designated Property Committee members will put away all of the items set up for worship, wipe down surfaces, and then lock the building.
18. Following the Guidelines
 - a. Please follow the guidelines and the instructions of the Ushers.
 - b. This is a public worship service, open to our community.
 - c. Ushers will remain in a designated area to welcome late comers, direct passerbys, and respond to emergencies.
 - d. As a part of their training, Ushers/Greeters are trained in calling first responders if need be.
 - e. If worshipers are not following the guidelines and/or the instructions of the ushers, the Pastor has the full support of the Consistory to decline to begin a worship service and/or to conclude any worship service early at any point for safety, including the safety of appropriate social distancing; however, the Consistory is not holding the Pastor as responsible for ensuring that worshipers properly follow social distancing, mask wearing, and church guidelines.
19. This information will be included in the bulletin, to provide guidance to those who are not aware.

**Please note that this plan is subject to change as more information becomes available and changes are happening with respect to the COVID-19 Pandemic.