

CONDUCT OF WORSHIP SERVICES

As we begin to return to in church services, the following is a summary of the new protocols that will be followed as part of our 'new normal' (for now). We will update these protocols as needed:

There will be one Sunday worship service at 10:00am. (revised from past 9 AM)

- Capacity: Our sanctuary has adequate space for our normal congregation to meet and maintain the appropriate social distancing outlined below. If we find attendance cannot accommodate this, we will either set up overflow space in the Parish Hall with audio link or add an additional service.
- Vulnerable persons or anyone not comfortable with returning to in church services are encouraged to attend our virtual services via Zoom on Wednesday Evenings at 7:30 PM.
 - If you are not already on the email list, please request to be registered via email at office@saintfaiths.org so that you will receive the weekly invitation via ZOOM.
- Congregants shall be required to wear face masks at all times while on church grounds. Please bring your own face covering as only a limited supply will be available.
- If you are uncomfortable wearing a face covering for long periods of time, you are safer participating in virtual worship online.
- Attendees will enter the church through the main front door only, which will remain open so that no one touches the door handles.
- **Entering Church:**
 - Hand Sanitizer Station: there will be a hand sanitizer station at the front door of the sanctuary. Congregants shall use this BEFORE the following steps:
 - Registration: check in and provide name and phone number. This information will be recorded for contact tracing purposes.
 - Bulletins will be placed on a table inside the church. Please take these with you when you leave (do not leave in the pews)
 - Offering: please place your offering in the collection basket provided at the entrance (we will not be passing the offering bags).
- **In the Sanctuary:**
 - You will see that we have removed all Books of Common Prayer and the Hymnals to make cleaning and sanitizing easier. The order of service will be in the Bulletin.
 - Congregants will sit at least six feet apart, in a circumference of 360 degrees.

- We have blocked off every other pew to facilitate this distancing.
- Members of the same household do not need to observe social distancing with one another.
- For now, there will be no singing by the congregation. After we have had sufficient time to firmly establish our new re-entry protocols, we will consider having our organist play music during the service, without choral singing.
- **The Service**
 - For now, there will be no Altar Guild so that we can limit interactions.
 - The Celebrant will set up the altar prior to the Service.
 - There will be no procession down the main aisle entering into the sanctuary or exiting after the Eucharist.
 - The celebrant will enter and leave the sanctuary directly from the sacristy.
 - Readers: there will be one reader, and therefore just one person using the microphone.
 - Acolytes: For now, there will be no acolytes and no chalice bearers participating in the Service.
 - The celebrant will clear the altar after the Eucharist and will purify the sacred vessels in the sacristy.
- **The Peace:**
 - There will be no physical contact at the passing of the peace.
 - Congregants shall remain in place and bow or nod at one another from their assigned seats.
- **The Offering**
 - The offering bags will not be passed during the service. An offering basket will be available near the entrance.
- **Communion:**
 - One congregant or family unit will approach the altar under the guidance of an usher to ensure observing proper distancing.
 - Congregants shall continue to wear their face masks
 - Congregants shall maintain appropriate distance between others in line, follow directions of the ushers.

- Each congregant will then receive the host in their fully extended hand.
- No wine will be administered at communion.
- Each congregant will then return to their pew where they will lift up their mask and partake of the Eucharist.
- **After the Service:**
 - There will be no receiving line or coffee hour following the service.
 - Congregants will be asked to exit the church starting with back pews. Congregants shall maintain appropriate distance between others in line, follow directions of the ushers.
 - Congregants shall keep their face masks on until they reach their cars.
 - The pews, the microphones, altar rails, door handles, bathroom counters, and sinks will be cleaned and disinfected by the cleaning staff before the next service.
- **Restroom Use:**
 - The restroom doors in the Parish Hall will be in a held open position to limit the touching of door handles.
 - The restrooms shall be used by one person at a time.
 - Appropriate disinfectants and accompanying wipes along with instructions on their disposal after use will be posted in each of these areas.

CONDUCT OF OFFICE FUNCTIONS

- Staff members will follow social distancing and sanitary guidelines, including maintaining six feet of separation between individuals, wearing face masks, and regularly washing hands and using sanitizer.
- Common surfaces (including doorknobs, countertops, phones, and office electronics) will be regularly disinfected.
- Visitors will stop at the entrance door and will be required to give their names, address, email addresses, and phone numbers to be recorded in the Visitor's Log that will be safely controlled and monitored daily.
- We will limit the maximum number of persons simultaneously occupying the office during the hours of operation to no more than three.
- All the appropriate safety measures as stated in the plan concerning masks and social distancing will be posted in writing and will be strictly enforced.