



March 14, 2021

OVERVIEW

These guidelines have been developed by the Healthy Church Plan Team to ensure that Baylake UMC is opened safely as various phases of reopening are executed. The guidelines presented below serve as revisions to our Stage 2.0 document as we prepare to move in to Stage 2.2 as directed by Bishop Sharma Lewis of the Virginia Conference of the United Methodist Church on February 24, 2021. Governor Northam's Executive Orders, pertaining the small group gatherings, have also been incorporated to the guidelines. The effective date for Stage 2.2 is March 14, 2021.

GENERAL

This guidance is based on the recommendations of the guidance groups referenced above and is not intended to infringe on First Amendment rights as provided in the US Constitution. All decisions about implementing these strategies (e.g., alteration or reduction of services, event cancellations, other social distancing measures) will be made locally, in collaboration with local health officials who can help determine the level of transmission in the community.

HEALTHY CHURCH PLAN TEAM MEMBERS: The team members include Clark Cundiff (Pastor), Jan Taylor (Church Council Chair), Robert Howard (Lay Leader), Russell Fink (Trustee), Elizabeth Barnett (Director of Children's Ministry), Wendy Howard (Communications & Technology Chair). The team will continue to monitor and revise the guidelines as we move through the phases and new information is available.

Stage 2.2: This Stage is determined by the Bishop of the Virginia Conference of the United Methodist Church but subsequent to the Governor's announcement that the Commonwealth is moving into Phase 2. *The Guidelines are documented in the Technical Assistance Manual that can be found at [Return to In-Person Worship Work Group Releases TAM Update - VAUMC](#)*

Plan for Stage 2.2:

- **Coordinate with local health officials.** Follow the guidance of local health officials related to the substantial transmission of COVID-19 within the community.
- **For Religious Services-** Digital worship will continue to be conducted using Facebook and You Tube platforms. *Limited In-person worship will be held requiring mask wearing and social distancing.*
- **For Sunday School, Small Groups and Committee Meetings –** Groups will meet via Zoom Video Conferences and *in-person. The in-person groups will follow the current guidelines of no more than 10 person inside or 25 persons outside, with masks and socially distanced.*

- **For Children’s Ministry** – Children’s Church will resume in-person with required mask wearing and social distancing.
 - o *During worship, children may gather at the front of the sanctuary using social distancing with hula hoops and wearing face masks for mitigation.*
- **For Funerals and Weddings** – Restrict number of attendees to 50% of building capacity with 6 ft of social distancing required. *Baptisms will be permitted with mitigation procedures.*
- **For those entering the facility, the following mitigation strategies will be implemented.**
 - o Signage about fever and COVID-19 symptoms will be posted at entry points. People who are sick will be required to stay home.
 - o COVID-19 Practices reminder posters will be placed throughout the building.
 - o The number of people gathered will be not to exceed 50% of the sanctuary capacity with social distancing and cannot exceed the federal and state-enforced capacity limits by the Fire Marshall.
 - o *Worship attendance pre-registration will no longer be required but suggested. Those attending worship who are not registered will be asked by the ushers the standard COVID-19 questions posted at the entrance to the sanctuary. Ushers will record the names of those who attend in-person.*
 - o Doors with high touch points will be propped open.
 - o Healthy hygiene practices will be encouraged including handwashing with soap and water for 20 seconds will be encouraged, appropriately covering coughs and sneezes, and avoiding touching one’s face. Our usual Hand sanitizing stations will be available however, we encourage you to bring your own hand sanitizer.
 - o Require social distancing of 6 ft (except for family units) in all areas of the church.
 - o Require face covering to protect others from the spread of the virus.
 - o Usher / Ambassadors will use good hygiene and wear disposable gloves.
 - o Nodding, bowing, or waving instead of shaking hands, hugging, or kissing will not be allowed.
 - o *Worship materials, including offering envelopes and connect cards, will be placed in the pew racks. Bulletins will not be used as the worship information appears on the flat screens.*
 - o Use a stationary collection box, mail, or electronic payment instead of the traditional shared collection trays or baskets.
 - o Congregational singing will not be allowed. Humming or saying the words will be permitted. Singing by the choir will be suspended.
 - o Modify communion practices:
 - The Communion table should be at least 6 feet from where worshippers are seated.
 - The Presider must wear gloves and face mask/covering.
 - *Upon entry into the sanctuary, worshippers will pick up the pre-packaged communion elements and take them to their seat.*

- *Once the elements are blessed, the Pastor will invite worshippers to remove their masks for about 60 seconds so that a collective partaking of the elements can be done.*
- *Trash receptacles will be available in the back of the sanctuary so that trash may be disposed of upon exiting the church.*
- Cleaning staff will be required to clean and disinfect all areas (e.g., offices, bathrooms, and common areas), focusing especially on frequently touched surfaces.