

# CHRIST CHURCH POLICIES FOR PHASE II REGATHERING 2020

## General Considerations

Given the CDC guidelines that encourage special efforts for those over 65 and those of any age with underlying conditions, we will continue Facebook live-streaming of services. We are working with a contractor to make this a more permanent installation.

We have created a PayPal account for online giving.

All parishioners will be informed by email that masks are required. All persons are expected to wear face masks during Phase II, including worship leaders and celebrants. We recognize that some have difficulty masking or choose not to wear one.

*We recommend staying at home especially for those at higher risk, and for those who choose not to wear a mask. Signs are posted at entrances to the building, and worshippers are greeted by ushers who offer masks and request they wear one.*

*We offer pastoral phone visits on request*

## Use of space by outside organizations

We will share our Fellowship Hall with 4H when they resume meetings. There are signs outside Fellowship Hall for social distancing, handwashing/sanitizing, and wearing masks. An addendum to the existing Building Use Policy to sanitize tables and bathrooms and other surfaces used when their meeting is completed is required. We will provide the cleaner.

Each group will have a checklist of the specific items to be cleaned and with what cleaner.

## Cleaning of Church and Fellowship Hall

- a. The contract cleaning crew will clean / disinfect the Fellowship Hall tables; chairs; doorknobs (inside and out); restroom sink, faucets, toilet seats; kitchen counters, sinks, faucets if used; and light switches. In the church they will clean/disinfect the pew backs and end caps, doorknobs and light switches.
- b. 8 o'clocker's will use pine-sol or other suitable products to clean the pews where they sit including the end caps along with anything else they might have touched.
- c. The following representative from each group will be responsible for adherence to this and other policies including face masks and social distancing.

## Responsible People

- d. 8 am: Sue Weller
- e. Contract Cleaning Crew: Cheryl Carns
- f. 4H: Connie Herman

## **Sunday Worship**

All worshippers will enter by the main entrance to the nave. At the early service, they will seat themselves. At the 10:00 service, ushers will show them to an appropriately distanced seat. All worshippers will be expected to have a mask on before entering the nave. If they do not, we will supply masks for them. The priest will vest in his office; the organist and acolyte in the fellowship hall while social distancing. In the absence of rain, they will also enter through the main entrance to the nave. The priest and crucifer/acolyte will wear masks and sanitize their hand before the service. (Hand sanitizer will be provided at each entrance along with signs about preventing the spread of COVID. Hand washing signs are located at each sink.) During the service, we will be having instrumental music and no congregational singing. (We will consider solo singing if appropriate distancing can be observed.)

There will not be hymnals or prayer books in the pews. All worshippers will be asked to bring their own prayer book. We will offer to order prayer books for anyone who needs one. We will also provide comprehensive service bulletins for the season for those who did not bring a prayer book.

The Peace will consist of waving, nodding, or bowing to one another. There will be an alms basin at the entrance for parishioners to place their contributions either at the beginning or at the end of the service. Everyone will be asked to leave in an orderly fashion from the back first. They will also be reminded not to congregate on the sidewalks or by their cars.

- a. (See below, A Guide for Oblationers in the Time of COVID-19)

### **Eucharist and Distribution of Communion**

**\*\*Reminder: Only the celebrant will partake of the chalice\*\***

Eucharist will be consecrated in both kinds at the altar but will be distributed in one kind (bread) by the masked priest to worshippers in the pews.

The altar party will sanitize their hands prior to the service and after the offertory. The priest will wear a mask through the Eucharistic Prayer and communion distribution. The priest will be vigilant in not touching their face during the Eucharistic Prayer. If he touches his face or for other reasons finds it necessary, the priest will sanitize his hands after the Lord's Prayer and prior to the Fraction. (It is illogical to have the priest sanitize hands before distribution of the bread because the priest has already touched the bread at the fraction and in breaking the bread into smaller pieces before distribution)

The Priest will not consume bread or wine until the congregation has received bread first.

## Office

The priest's office is open on weekdays except when he attends meetings elsewhere. There is no other parish staff. Meetings with parishioners or visitors take place in the adjoining Fellowship Hall, where social distancing can be observed. Cleaning can be done when they leave.

## Service Ministries and Other Ministries

Purpose:\*

Christ Church coordinates the Summer Lunch Outreach (SLO) to help fill the nutritional gap while kids are out of school during the summer.

Email and phone numbers of Coordinator/Leader(s)\*

Amy Spicer: 970-690-0650 [spicergang@gmail.com](mailto:spicergang@gmail.com)

The SLO volunteers prepare lunches in the Fellowship Hall & Kitchen, wearing masks and using social distancing. Work areas are measured and designated by tape.

## Cleaning

The principal cleaning each week will be by our contracted cleaning crew. Volunteers will clean after their meetings. The facility will be cleaned on Mondays by our contracted cleaning/disinfecting service. The SLO will be responsible for cleaning on Tuesday, Wednesday, and Thursday after their work is finished. Church will supply cleaning materials.

For pews and other high-touch areas, our product of choice is Pine-Sol or another wood safe product. Pew backs, kneelers, and side panels will be wiped down with Pine-Sol.

Other areas to be disinfected will be doorknobs, lectern/pulpit, and handrails to the lectern/pulpit. We will use Clorox wipes, or similar products, to disinfect the microphones.  
<https://www.pinesol.com/cleaning-surfaces/how-to-clean-wood-furniture/>

Food prep areas of the kitchen and Fellowship Hall will be cleaned with a 6% solution of bleach (1tbs per gallon)

Other areas such as bathrooms doorknobs, will be disinfected with OdoBan or Pine-Sol, diluted to the appropriate concentration per manufacturer instructions. Other products that both clean and disinfect may be substituted with rector or vestry approval.

We have only two, single-use bathrooms located in the Fellowship Hall on opposite sides of the room, so social distancing is not an issue

### Cleaning products and dilutions

- a. Odoban: 5oz per gal. Will be prepared in spray bottles in diluted form. The contract cleaning crew will prepare this solution. This is one of their preferred solutions; they are well versed in its preparation.
- b. Pine-sol 2oz per gal of water. Will be prepared in spray bottles in diluted form. The contracted cleaning crew will prepare this solution and a guide for its use will be available to the 8 am service worshippers.

### Signage

Reminders about COVID-19 symptoms and reminders not to attend if sick are posted at the door of Fellowship Hall, the front door of the church, and outside each bathroom. Handwashing signs in bathrooms, at the kitchen sink, and in the sacristy.

### Case Contingency

If someone who has been at the church after reopening tests positive, is diagnosed or is likely to have COVID-19, that person will be asked not to attend church until testing negative for 14 days.

It is possible that after regathering, a person may expose the congregation to the COVID-19 virus. If that happens, those gathered will be asked to return to a 14-day quarantine and the church may have to return to exclusive virtual worship during that period.

Parishioners and all in attendance will be informed by phone call and/or email about the exposure incident. We will not name the person. The script will be, "One of the people attending the service on (date) . . . ."

It is also possible that after regathering, the Eagle Lake or Colorado County community may reinstitute "Stay at Home" or "Work Safe" measures. If that happens, the parish will return to virtual worship until the county or city returns declares otherwise. Then the church may return to Phase II regathering.

The rector will inform Bp. Kai Ryan and Denise Trevino at the Diocese about any case contingencies.

Should the rector get sick or need to quarantine, the Senior Warden will take up duties of leadership and communication with the congregation and Diocese, if necessary.

***This document is an abstract of the "Regathering Templet" that was approved by the Vestry on July 12, 2020, and the Episcopal Diocese of Texas on September 9, 2020***

## Appendix

### A GUIDE FOR OBLATIONERS IN THE TIME OF COVID 19

As we plan for regathering, it is clear that the responsibilities of Oblationers will change. They have been the embodiment of hospitality at Christ Church, taking the collection plates up to the altar, making the coffee before the 10:00 service and providing delicious refreshments. All of us look forward to the day when we can enjoy that tradition again.

However, in this time of Coronavirus, our methods of hospitality will look different. Now we are concerned with keeping each other safe as a first priority. The Regathering Committee, having discussed this at length, proposes the following Guide for Oblationers when we are able to return to in-person services.

- Oblationers will essentially serve as ushers/guides to assist parishioners into “the new normal.”
- Oblationers arrive 15 minutes before the service begins. **Like all in attendance, they wear masks.**
- There will be a table or stand outside the main church door with hand sanitizer. A sign at the entrance explains that masks are required. Everyone sanitizes hands before entering. Oblationers offer masks to anyone not wearing one. The door is propped open so nobody has to handle the knob.
- Hymnals and prayer books are removed from the pews. Worshippers are encouraged to bring their own prayer book and take it home with them. For those without a prayer book, the Oblationers will offer a printed Order of Service, which they can take home and bring back next week. All parishioners will be offered the daily readings. The readings will be set on a table for parishioners to pick up.
- There will be an Alms Basin/Collection Plate at the church entrance. Oblationers will ask worshippers to place their offerings there when they come in, or as they leave.
- Oblationers assist worshippers to an appropriate seat. Families (more than two in the same household) will be seated from the back of the church leaving an empty pew between. Individuals and couples will be placed at an end of a pew, alternating sides in the next pew. (See example seating plan in the appendix).
- Passing of the Peace is observed by waving, bowing, or other gestures, without physical contact.
- At the conclusion of the service, worshippers leave by the main door, starting at the rear of the church. We highly discourage gathering on the sidewalk or cars to chat. This may obstruct others trying to leave.
- Clergy, acolyte, and reader will vest in the parish hall but enter the church through the main door unless there is bad weather. Musician and Altar Guild may go through the Sacristy.

\*\* In the unlikely event that the Oblationers notices someone removing a mask during the service, we recommend the following approach:

Quietly ask if the person is all right. Does he need to go outside for some air? Does he need medical help? If so, assist appropriately.

If the person says he's OK, ask him to put on the mask. Explain that this is for the protection of everyone present and that it's necessary for the good of all worshipers.

If the person says he won't wear a mask, apologize and explain that you would like them to move to the reserved transept seating. Assist the person as necessary.

The Rector and a Vestry member will contact the person after the service to talk about the impotence of social distancing and wearing a mask.

## Covid-19 Social Distancing

This is just an example. To keep 6' distance, we can only have a maximum of 2 people in a pew without closing the pews in front and behind. If there are fewer families those pews can be opened for singles or couples. The left transept will be reserved.

