

PUMC Return to Church Plan

Approved by Administrative Church Council

General Policies

- Entrance will be either through Narthex or Door under canopy downstairs, for all who are in good health and are comfortable attending.
- Sanitizing stations will be set up at each entrance with hand sanitizer and masks. Everyone is highly encouraged to wear a mask.
- Precautions will be in place to promote congregant safety, including social distancing entering and leaving building.
- We are not screening for attendance (questions, thermometers, etc.). If you're not feeling well for any reason, please stay at home.
- Livestreaming and offsite communion elements will continue into the foreseeable future for those who desire.
- Those in high-risk populations are highly encouraged to continue worshipping from home.
- Gatherings other than worship are suspended for at least another month (August) as we adjust to the new protocols and see how things progress.

Worship Considerations

- Choir activities are suspended until further notice. We welcome volunteers for special music solos.
- Singing creates our greatest risk for transmission, but we are also directed by scripture to include singing in our worships. To compromise, we ask that all who participate in congregational hymns PLEASE wear a mask.
- Seating modifications
 - Staggering seats between alternating rows
 - Ushers to assist in seating until routine is established.
 - Exiting after service will begin from back for those using Narthex to exit and from the front for those exiting through the classroom hallway, remembering social distancing and maintaining the six feet apart when leaving.
 - Family groups keep together
 - Pew cushions will be removed for ease of cleaning following service.
 - Individuals may bring their own seat cushions for service if they wish.
 - Hymnals and bibles will be removed from pews
 - Those attending in person are encouraged bringing their own bible.
 - There will be bibles placed in the Narthex and classroom hallway for those who wish to have them during services.

- Simply leave church bibles on pew seat when leaving. We will clean and return them to the Hallway and Narthex for next Sunday.
 - Paper copies of hymns will be attached to bulletins
- Passing the peace modifications
 - Passing of the peace will occur with no contact.
 - Pastor will have a response in the bulletin similar to following: Pastor : “Peace of Christ be with you!” Congregation response : “And also with you!” Then we will wave and smile at each other.
- Offering modifications
 - Collection Plates will be placed at both entrances, (narthex and downstairs) for folks to make offering as they enter
 - Ushers will retrieve during doxology. Social Distancing will be observed
- Communion modifications – both onsite and offsite
 - Pre-packaged elements available for pick up beforehand (for online viewers)
 - For those gathered in building on Sunday morning pre-packaged elements may be picked up at sanitizer stations as you enter church.
 - Pastor will wear gloves and mask when packaging elements in personal containers
 - Consecration of the elements will occur with full liturgy together Sunday Morning for both in house and online viewers.
- Recognition of Birthdays and Anniversaries.
 - Pastor will read names of those having birthdays and anniversaries as we have been doing each Sunday. Those Individuals present may stand and be recognized.
 - Those wishing to give birthday and anniversary donations for the benevolence fund should place in offering envelope marked “birthday” and/or “anniversary.”
 - These envelopes may be placed in the collection plates when entering or left in pew to be picked up after service.
- Camera location –Those watching from home really like the central location
 - Pew with camera will remain closed.
 - Facebook camera will be put in place just prior to service.

Facility Cleaning Protocol

- We will sanitize high-touch areas – doorknobs, bathroom fixtures, pew seats and backs, bibles left in pews, and collection plates – between each service. The seven days between each service will also help greatly reduce the risk of transmission.

Facility Signage:

- Signage from TN Department of Health will be posted on each door reminding everyone the importance of:
 - Social Distancing (not shaking hands or hugging)
 - Hand washing and sanitizing
 - Wearing a mask at all times
 - Staying home if you don’t feel well or if you’ve possibly been exposed to the virus

- Notifying our case response coordinators if you suspect exposure.

Communications with Membership:

- Email to all members concerning reopening of church before first in person meeting with policies and protocols attached
- Policies and Protocol documents will be posted on website and Facebook
- Video will be created showing walk through of service to be sent to membership
- Copies of this document will also be available at church.

Develop Case Response Plan (How we respond if someone notifies the church of a positive test or known exposure)

- Keep accurate weekly attendance records in case needed for contact tracing
- Admin Council appointed Donna Tidwell and Angela Dixon as case response coordinator, co-coordinator.
- Disinfecting plan
 - Follow any TN Department of Health or CDC recommendation on decontamination procedures.

Supplies

- Sanitizing Stations
 - One touchless dispenser for each station
 - Sanitizer solution
 - Masks and gloves
- Bathrooms
 - Ensure adequate hand soap and paper towels in all bathrooms
- Gloves – for cleaning personnel, handling of communion elements, consideration when counting offering, or if requested.
- Disinfecting spray