



## Holly Grove Christian Church

**COVID-19 CORONA VIRUS PROTOCOLS:** Adopted by Board on 5/27/20

### **Pre-Worship Preparation:**

- All communal Hymnals, Bibles, Fans, Cushions, etc. will be removed from the Sanctuary and stored in Classroom 2 (Alice's Classroom).
- Rope/Twine will be used to close off every other pew on both ends.
- State mandated signage and CDC Posters will be hung at every entrance and on bulletin boards.
- Hand sanitizer stations will be set up on both sides of the vestibule doors and by the fellowship hall door.
- Acquire a supply (several hundred) of prepackaged communion juice/wafer cups.
- Work to acquire a supply of masks which will be placed out front for any attendees who wish to have one.

### **Cleaning:**

- All Commonly contacted surfaces, including (but not limited to) the items listed below will be cleaned to the extent possible with a disinfectant wipe/spray following every service/meeting at the church by the Sexton. *Bible study and other meeting participants will be responsible for sanitizing all areas and surfaces they come in contact with following meetings*
  - A) Doorknobs/Handles
  - B) Pews and chairs
  - C) Pulpit/Lecterns
  - D) Microphones
  - E) Light Switches
  - F) Toilets and sinks
  - G) Tables, counters, and handrails
  - H) Barricade ropes
  - I) Refrigerator & Microwave handles and touchpads.
- Carpets will be vacuumed Weekly.
- Non-Carpeted floors will be mopped weekly.
- Trash will be sealed and disposed of within 24 hours by Sexton or Church Volunteer.
- Musicians will be responsible for the cleaning of their instrument and it is recommended that they stick to one instrument per musician.
- If an attendee is found to have contracted the virus and was possibly infectious while attending a service, then the Building will require deep cleaning by outside contractor as determined by the board, and indoor services may need to be suspended again temporarily.



## Holly Grove Christian Church

**Worship Service:** The service and order of worship will be determined by the Worship Committee within the parameters listed below.

- Seasonal and Sanctuary Decorations be kept to a minimum and/or be used for only one service and then properly disposed of to avoid additional cleaning burden.
- All Congregants and staff to enter Church through main sanctuary doors.
- **Mask use will be required per State of Virginia Mandate.** When mandate expires, mask use will still be strongly encouraged.
- Communion packets will be on a table as you enter, please take as needed. A trashcan will be located next to the table to dispose of the packets as you leave.
- Exterior door to remain open as much as possible to eliminate the need to touch the door.
- Ushers will guide congregants to open pews.
  - A) Families that have been cohabitating together during the “lockdown” may sit together in one pew without 6’ separation between them but need to maintain safe distance from others.
  - B) All others will work to maintain a minimum 6’ separation. Be cognizant of distance behind and in front as well as sides. Maintain as much separation as possible given constraints of sanctuary size and pew placement.
  - C) Overflow seating will be available in the fellowship hall, vestibule, and nursery as they have speakers to allow for listening to service.
  - D) Seating will be on a first come, first serve basis and ushers will seat congregants from front to back. Special exceptions will be made as needed for elderly and handicapped congregants if needed.
  
- Once the service begins, the exterior door may be closed, but the swinging vestibule doors will remain open.
- The doors between the sanctuary and the fellowship hall/classrooms will remain open for those who may need to use the restroom during the service.
- Choir will be suspended until further notice. Recommend that if Hymns are sung, they be shortened to one or two verses.
- A container for offerings will be placed by front door.
- Bulletins/announcements will be emailed out prior to service and bringing a printout from home or viewing on personal device is recommended. Printed Bulletins will be available for those without internet access upon request and they are to be taken home by the user or disposed of along with communion cups as you leave the sanctuary space in a provided trash can.
- Hymn Lyrics, scripture, etc. will be displayed on large screen or TV to the extent possible.
- At the conclusion of the service, Ushers will release congregants by row to avoid bottlenecks in the aisles. Everyone is encouraged to socialize outdoors where it is easier to maintain separation and there is fresh air.



## **Holly Grove Christian Church**

- Trash Bag containing disposed communion cups and bulletins will be sealed and disposed of immediately.

### **Sunday School/CW&W/Nursery:**

- These activities will remain closed (CW&W Videos will still be shared weekly). We will consider re-opening them once it is advisable to do so based on scientific/medical guidance.

### **Bible Study Groups:**

- Bible Study groups will be allowed to meet in the fellowship hall but need to abide by the following:
  - A) Limit group size to 10 or less
  - B) Maintain social distancing
  - C) Clean and Sanitize meeting area and bathrooms (if used) at conclusion of meeting.
  - D) Use of masks per State of Virginia Mandate.

### **Board Meetings:**

- Board and business meetings with attendance in excess of 10 persons may meet in the sanctuary or outdoors while maintaining social distancing and will be responsible for cleaning/sanitizing space used.

### **All Other Meetings/Functions:**

- Weddings & Funerals will proceed on a case by case basis with the preference being the guidelines set forth by the board in March that size be limited and held outdoors if possible.
- The fellowship hall will remain closed to other groups/activities until further notice, except for the Pruners Food Pantry, unless the Board approves with unanimous vote of a quorum of board members. This includes, but is not limited to, Cub Scouts, Crafters, Senior gatherings, baby showers, birthday celebrations, etc.

### **Outdoor Services/Functions:**

- Maintain proper social distancing
- Clean items as needed
- Use of masks recommended but not required.



## **Holly Grove Christian Church**

### **Responsibilities Once Plan Adopted by Board:**

- Board will need to determine how to decide when Sanctuary service will resume.
- The "Return to Worship" Task Force Committee will remain tasked with oversight and implementation of all parts of this plan and will suggest changes based on the latest CDC/VDH Guidance and the direction of the General Board.
- Property and Grounds Committee to be responsible for ensuring cleaning and facility guidelines are adhered to and exceeded if possible.
- Worship Committee to be responsible for planning worship services within listed parameters.
- Ushers will need to be found, either utilizing Deacons/Elders, or volunteers from broader church.

**The preceding protocols/guidelines are for the reduction of the risk of transmittal of the COVID-19 Coronavirus but are not a guarantee of the elimination of all risk to congregants of Holly Grove Christian Church. We will continue to provide worship material for those who are unable to attend or do not feel safe in attending indoor gatherings. Personal vigilance concerning hygiene and recognizing symptoms is paramount to the safety of individuals and the group at large.**