

United Ministry Delhi Parish Covid19 Protection Plan

As approved by DS Rev. Karen Monk, July 29, 2020



I. Preparation of the building to reopen:

***** One-page protection protocol will be available for all the worshipers.**

Protocol outline will be projected on the screen before worship

Protocol will be emailed to the congregation prior to worship reopening

Protocol for worship attendance will be added to the UM Delhi website

A. Essential supplies provided:

Masks, Hand Sanitizers, Soaps, Toilet Papers, Cleansing wipes, Tissues, and “No-touch” trash cans will be prepared.

B. Cleaning Teams:

The building custodian/sexton will organize their cleanup schedule to put special emphasis on Pews/Chairs, Doorknobs, Railings, Bathrooms and *other high-touch areas*. A cleaning team of volunteers will be organized for special cleaning projects, as needed.

Professional deep cleaning of carpeting, chairs, pew cushions and other flooring was completed in April 2020.

C. Worship Service Safety Protocols

1. To assure safe distancing and to maintain proper Social Distancing (Six feet away), we will calculate how many people our sanctuary can hold if every other pew, or more, is utilized, allowing for family members who live in the same household to sit together.
2. All persons are required to wear masks or other protective face coverings while in the building and during worship.
3. A weekly worship attendance log of every worship service will be attached to the worship checklist to keep a record of the worshipers and their contact information, for the purpose of tracking and reporting infection or exposure with the Catskill Hudson District Office and the Delaware County, NY Health Department.
4. A time of “Housekeeping” will take place before the benediction and the congregation will be asked to dispose of any garbage i.e.: communion cups, wafer wrappers, used tissues, etc. and will be reminded to take all personal items with them.
5. Headsets for the hearing impaired will be cleaned and placed in a Ziploc bag after each use. Headsets will be available when entering the sanctuary and a receptacle will be placed at the exit where used headsets will be placed for cleaning.
6. We will set up a plan for capping attendance when/If the sanctuary/worship space reaches 33 percent capacity. Overflow arrangements will include use of the balcony which is to be used only on an “as needed” basis to minimize cleaning.
7. If anyone refuses to cooperate with this protection plan he/she may be asked to go outside or return home for the internet service **Or** the pastor will make a decision to end the service with a SIMPLE & NECESSARY explanation before a benediction offered.
8. Ventilation will be provided in the worship area and building by opening windows, doors and use of ceiling and stationary fans to assure fresh air is entering the building.

D. Installing signage:

1. All the necessary signage for main entrance doors and exits etc. will be set up.
2. All essential supplies, including COVID safe sanitizer, will be available in every entrance of the building and in the sanctuary and other high touch places.
3. Masks will be available and provided to any person who enters the building without one.

4. Signage will be prepared with instructions for safe practices in Rest Rooms, office areas and other rooms in the building with procedures for cleaning as appropriate. Rooms that have been cleaned will have a sign indicating they are ready for use. Rooms that have been used and not cleaned will have signage to indicate they are not ready for use.

E. How to handle a variety of specific circumstances:

1. We will contact our insurance carrier to gain guidance on how to remain in compliance with their expectations, cautions and potential restrictions.
2. We will make a plan on how to communicate with the members of congregation in case someone develops Covid19 such as a phone chain or email in the spirit of God's love and prayers.
3. We will be empowering communication with our lay leadership not only to effectively monitor what's going on in our congregation's spiritual, emotional and mental shape but also to put the same emphasis on our local communities.
4. We will be sensitive and careful in showing our love toward our church needs and local areas in need of food and mental health support caused by the outcome of the pandemic.

F. Collection of the offering:

1. Online Giving is available and encouraged. A box for the placement of offerings will be placed at the entrance of the sanctuary each week. Mailing of offerings is also encouraged.
2. A time of "presentation of offering" will be included in services but no physical offering will be brought forward. Instead, the congregation will prayerfully thank God for the gifts they have been given and ask God to bless the offerings received that week as they remain in the pews.
3. For counting the offering, gloves and disinfectants will be provided. Deposit time frames with care for the financial secretary and counters will include leaving the offering from worship or the mail in a secure lockbox for 2-3 days before handling to reduce the risk of transmission.

II. Sunday Worship Service & Pastoral Care:

A. In-person worship:

1. All worshippers will be strongly advised not to enter the church building if anyone experiences Fever, Cough, Sore Throat and Shortness of Breath etc. They will be encouraged to stay home when they are sick and utilize online worship option.
2. All worshipers will be expected to wear face masks, protective shields, or cloth masks during worship and at any time they are in the church building.
3. All worshipers will be expected to keep Social Distancing at least 6 feet away from the person right next to him/her in the pews and in other spaces of the building. **Alternative pews or more will be roped off to ensure social distancing.**
4. All family members living in the same household, will be encouraged to sit together.
5. All worshipers will be expected to cover their cough or sneeze with a tissue or on their sleeves. The tissue used should be thrown in the trash at the "housekeeping moment".
6. All worshipers will be expected to wash their hands often with soap and water for at least 20 seconds or to use hand sanitizer containing 60-65% alcohol, which is provided.
7. We will utilize "No-touch" alternatives to "Passing the Peace", "Receiving the Offering", and functions provided by worship assistants or of the ushers/greeters.
8. Hymnals and Pew Bibles will be removed from the Sanctuary and there will be no congregational hymn singing, no choir, and no use of wind instruments.
9. No paper programs, bulletins or sheets will be distributed.

10. No fellowship hour will be held and the congregation will be asked to leave the building without lingering, following worship.
11. No microphone will be shared by hand during the service for any reason or for the sharing of joys, concerns and announcements etc. A microphone will be provided on a stand behind a plexiglass screen for the use of lay readers and those making any announcements.
12. Projection of the worship service will be provided, weekly, on large screen TVs with WiFi access for those who are better able to see on their hand-held devices. The service outline will be made available on the webpage for those worshipping remotely.
13. No Altar calls and No "laying on hands" will be offered until further notice.
14. No Holy Communion through intinction or with the use of individual cups/breads handled by the pastor and/or communion assistant. Sealed communion cups and wafers will be distributed at the entrance to the sanctuary at times when Communion is offered, by a worship assistant who is gloved and shielded/masked. The elements will be consecrated where people are seated and the containers will be placed in garbage receptacles during the "housekeeping moment".
15. No Baptisms, Confirmations or Healing Services will be provided to ensure safety of all involved, until further notice.
16. Funeral Services will be conducted for 10 people or less in attendance, with strict safety protocol in place until further notice.
17. All Weddings will be postponed until further notice.

B. Internet Worship:

1. All online worship services will continue, whether we are able to reopen church building or not.
2. All members who are in the vulnerable category of 65 and older and underlying medical conditions will be cared for through worship services online.
3. Printed copies of the service and recordings of the sermon will be provided, as needed.

C. Children's ministry:

1. Children's time will be a part of worship but children are to remain with their family while the message is delivered. No handouts will be used. No in-person gatherings or singing.
2. Children's message will continue to be delivered in online worship services every Sunday.
3. No VBS, No Mission Trips, No Youth Group meetings, No Kid's Club, etc. until further notice.

D. Pastoral Care:

On top of regular ongoing care, all home-bounds, shut-ins, residents in Nursing homes, Rehabs, Hospitals including all non-active members will be cared for through Phone calls and Emails, Newsletters, Facebook and Parish Websites etc. as usual.

E. Outreach ministries and other activities:

1. Our Food Pantry, in cooperation with the Delaware County Food Bank, will continue to distribute necessary and emergency food items twice weekly, as we have since the start of the shut-down. Strict Food Bank and UM Delhi protocols are followed.
2. No outdoor activities are permitted until there is approval by Bishop.
3. Before reopening to outside groups, notification will be given regarding the requirement to faithfully follow the protocols outlining our protection plan. The United Ministry trustees will also require a copy on file of the group's protocols which can't be less stringent than the United Ministry's. (Ex: Boy Scouts of America). Non-compliance will put the group at risk of termination of building use privileges.
4. No fundraisers, No social activities involving food preparation and/or distribution including fund-raising dinners, covered-dish dinners or food distribution through fellowship hours, holiday dinners, etc. until further notice.

5. We will continue to work locally with essential ministries such as Al Anon, as needed, with restricted numbers, proper social distancing, wearing of masks and other protocols in place, once the building is reopened for worship services. No group is allowed to serve or provide refreshments or food of any kind.

We will not do harm to others. We will act smartly but lean heavily on our faith that God will guide our paths and see us through. We will love deeply, even if it means personal sacrifices.

UNITED MINISTRY of DELHI
Covid19 Pandemic One-page Protection Protocol
For all Congregation Members, Participants and Visitors

**DO NOT enter the church building if you are experiencing:
Fever, Cough, Sore Throat and Shortness of Breath or any other symptoms that
might be COVID related.*

**DO Wear Face Masks, Shields, or cloth face coverings during worship and
whenever you are in the church building.*

**DO Keep Social Distancing at least 6 feet away from your neighbor in the pews
and in all other spaces of the building.*

**DO Cover your cough or sneeze with a tissue or with your sleeve. Then,
immediately throw the tissue in the trash receptacle provided.*

**DO Stay home or return home immediately when you are sick or do not feel
well. DO See your health care provider as soon as you can.*

**DO utilize online worship option if you are “high risk”, are recovering from
COVID or any other illness, or have any symptoms of illness.*

**DO wash your hands often with soap and water for at least 20 seconds or use
the hand sanitizer provided which contains the required 60-65% alcohol.*

***DO Stay safe and healthy and keep others protected during the Covid19
Virus Pandemic in the Grace of God our Lord and Savior!***