

Servants of Christ Re-Opening Plan

Draft May 12, 2020

Servants of Christ 9:30 service will continue to be filmed live and available for viewing on our [website](#). Current information is on our website via [link to CDC](#). We will continue to encourage members and guests to follow the guidance provided by [Florida Department of Health](#) to prevent the spread of COVID-19.

These phases align with the [national](#) and [state](#) strategies.

Adjustments	Phase 1	Phase 2	Phase 3
Church Facility			
St Martins	Not used	Not used	Mark and limit seats
Spacing	Marked on pews: 6 feet separation between family units	Same	Same
Capacity in Sanctuary	Up to 66 people total MUST have 6' spacing (= 100 sq ft/person)	Up to 82 people total MUST have 6' spacing (= 80 sq ft/person)	Up to 120 people total MUST have 6' spacing (=53 sq ft/person)
	Balcony for overflow. Adults only to meet capacity	Balcony for overflow.	Balcony for overflow. Adults only
Cleaning	Clean and disinfect between services	Clean and disinfect bldg. as used	Clean and disinfect weekly
Bathrooms	Emergency use only, person disinfects after each use	Limit use, cleaned between services	Open for use, cleaned weekly
Doors to narthex	One person to prop open before and after service to avoid having to touch.	Prop open before and after service to avoid having to touch.	Prop open before and after service to avoid having to touch.
	One door marked for entrance and one for exit only	One door marked for entrance and one for exit only	
Vestry and other church meetings	Use Zoom calls	Use Zoom or meet outside at church	Meet outside or inside with space and masks for an hour or less.
Music team area	Evaluate need for barrier	Same	Same
	Close first pew in front of team area	Same	Same

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Adjustments	Phase 1	Phase 2	Phase 3
Individuals			
Wellness	Self-assess. Stay home if sick or suspected. Stay home if exposed to sick person.	Same	Same
Temperature check	Consider	Unlikely	Children only
Vulnerable persons	Discouraged	Not advised	Self screened
Wear masks	Required for all, provided for those without	Advisable for all	Advisable for all
Bring hand sanitizer and Kleenex	Advised, church supplies placed for use	Advised, church supplies may dwindle	Advised, church supplies dwindle
Social distancing	6 ft at all times between non-family	6 ft between non-family as possible	6 ft between non-family as possible
Service/Servers			
Location/times	In large sanctuary. Possibly do one service	In large sanctuary. Possibly do two or more services	In large sanctuary. Consider 8am in St Martins
Passing peace	Non-contact/distance	Non-contact	Non-contact
Communion	Spiritual only	Wafer only w/ tongs. Standing at rail only in marked spaces or by family unit.	Wafer with individual cups if wine served
Tithes and Offering	Staged and online	Staged and online	Staged and online
Dismissal	By rows, no after-service gatherings	By rows, gatherings outside with space	By rows, gatherings outside with space
Bulletins	Digital	Placed in narthex	Placed in narthex
Pew books	Not available	In pews	In pews
Children's church	Not available	Outside –limited number	Mostly outside-limited number
Service length	Shorten considerably	Reduced somewhat	Normal
Greeters	Seating and other precautions explained outside. Assist seating	Seating assistance if needed.	Seating assistance if needed.

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Adjustments	Phase 1	Phase 2	Phase 3
Ushers	Monitor and maintain capacity. Assist greeters in seating. Guide orderly exiting	Monitor and maintain capacity. Assist greeters in seating. Guide orderly exiting	Monitor and maintain capacity
Coffee hour	None	Outside only, no food, w/distancing	Outside maybe with pre-wrapped snacks
Music Team	Only 1 singing. Other musicians all wear masks.	Only 2 singing, family preferred. Other musicians wear masks	Up to 3 singing. Other musicians advised to wear masks
Celebrant Precautions	Mask used all the time, except during sermon. Hand sanitizer used before and after mask use	Limited use. Use during singing, procession in and out and during communion. Hand sanitizer used.	Use during procession in and out and during communion. Hand sanitizer used.
Reader/Acolyte	One. Wears mask when reading	One. Wears mask, may remove for reading	One or two. mask advised.
	Robes cleaned after use, no robe sharing	Robes used are cleaned weekly	Robes used are cleaned weekly
Altar guild	One, extra care to disinfect	One, extra care to disinfect	One or two, extra care to disinfect
Funerals/Baptisms	Postpone if possible. Consider burial site immediate family only services.	Attendance limited by invitations with same adjustments as Sunday services.	Same adjustments as Sunday services

Phase Four is a return to normal operations. It is expected that phases will not progress linearly, but rather fluctuate back and forth depending on local pandemic situation.

Pandemic Situation Monitoring:

- Assigned team—Emily Wilson, Daryl Johnston with back up team for long term
- Check site daily <https://floridahealthcovid19.gov>
- Communicate with Alex and office about changes in phases

Communications

- The phases and adjustments should be first communicated to staff, vestry, and diocesan office. Then to all teams listed in the table and on the website.
- Post this table of phases in usher's closet
- Consider additional signage to communicate phases
- Friday notice to congregation for Sunday at latest