

Resuming Worship and Activities at Immanuel Lutheran Church

Phase 1 – Remote Ministry

- Worship and activities are online only. Phase 1 will be implemented by the Executive Committee of the Church Council.
- The Church Office is closed. The Church building is locked. Staff will work from home.
- All persons accessing the facilities are required to adhere to the **Health and Safety Standards** of the church regarding physical distancing, hygiene, and the use of personal protective equipment.
- All persons accessing the facilities are also required to record their name and date in a log for contact tracing purposes, should contact tracing become necessary.

Phase 2 – Outdoor In-Person and Online Ministry

- Worship will be online. Outdoor In-Person Worship Services will be held on Sunday mornings, weather permitting. Phase 2 will be implemented by the Executive Committee of the Church Council.
- Staff will work at the church but may work from home with supervisor's permission.
- Immanuel Groups wanting to meet in the church facility must contact the church office to request space at least one week in advance, allowing enough time to determine if there is available space and to get a *Facility Use* packet to the *Group Contact Person*. Availability of space will be limited by physical distancing capacities with a maximum capacity in the Fellowship Hall in Phase 2 of 20 individuals. No groups external to Immanuel will be able to use church facilities in this phase.
- Receptions, luncheons, and other events involving the serving of food and/or beverages remain prohibited.
- All persons accessing the facilities are required to adhere to the **Health and Safety Standards** of the church regarding physical distancing, hygiene, and the use of personal protective equipment.
- All persons accessing the facilities are also required to record their name and date in a log for contact tracing purposes, should contact tracing become necessary.

Phase 3 – Limited In-Person and Online Ministry

- Worship will be online and outdoors, weather permitting. Multiple Communion opportunities in a 20-person format may be held. *See the “Communion opportunity” document for details.* Phase 3 will be implemented by the Executive Committee of the Church Council.
- Immanuel Groups or External Groups wanting to meet in the church facility must contact the church office to request space at least one week in advance, allowing enough time to determine if there is available space and to get a *Facility Use* packet to the *Group Contact Person*. Availability of space will be limited by physical distancing capacities. With a maximum capacity in the Fellowship Hall not to exceed 20 individuals in Phase 3.
- Receptions, luncheons, and other events involving the serving of food and/or beverages remain prohibited.
- All persons accessing the facilities are required to adhere to the **Health and Safety Standards** of the church regarding physical distancing, hygiene, and the use of personal protective equipment.
- All persons accessing the facilities are also required to record their name and date in a log for contract tracing purposes, should contact tracing become necessary.

Phase 4 – Extended In-Person and Online Ministry

- Worship and certain activities remain online. In-person indoor worship may begin, adhering to the Health and Safety standards. Multiple Communion opportunities will continue to take place in 20-person format in Phase 4. *See the “Communion Worship” document for details. See the “Indoor Worship” document for details including sanctuary in Phase 4.* Phase 4 will be implemented by the Executive Committee of the Church Council.
- Immanuel Groups or External Groups wanting to meet in the church facility must contact the church office to request space at least one week in advance, allowing enough time to determine if there is available space and to get a *Facility Use* packet to the *Group Contact Person*. Availability of space will be limited by physical distancing capacities, with the maximum capacity in the Fellowship Hall not to exceed 40 individuals in Phase 4.
- Receptions, luncheons, and other events involving the serving of food and/or beverages remain prohibited.
- All persons accessing the facilities are required to adhere to the **Health and Safety Standards** of the church regarding physical distancing, hygiene, and the use of personal protective equipment.
- All persons accessing the facilities are also required to record their name and date in a log for contract tracing purposes, should contact tracing become necessary.

Phase 5 – The New Normal

- Specific details of The New Normal will be presented at a time when guidance is available from the CDC and ELCA. As with other Phases, this Phase will be implemented by the Executive Committee of the Church Council in Consultation with Staff.

HEALTH AND SAFETY STANDARDS at Immanuel Lutheran Church

When using church facilities, Immanuel asks that all individuals use *Universal Precautions* when encountering others in the church building. Specifically, we will act as though we are all possibly infected and could infect others or be infected by others if we do not adhere to ***Health and Safety Standards***.

HEALTH AND SAFETY STANDARDS

- ***WEAR A MASK*** covering your nose and mouth throughout the duration of your time in the church building.
- ***USE HAND SANITIZER*** as you enter and leave the building.
- ***MAINTAIN A 6-FOOT DISTANCE*** from other individuals who are not from your immediate household while in the church building.
- ***SIGN IN*** when you enter the building (or as part of a group) for contact tracing purposes.
- ***DO NOT SHARE FOOD AND DRINK*** while in the church building.
- ***STAY HOME WHEN YOU ARE ILL OR HAVE/MAY HAVE BEEN EXPOSED TO COVID-19.***

No one should enter church facilities if they are having symptoms of any infection, including cough, fever, sore throat, sneezing, recent loss of taste or smell, nausea/vomiting, or diarrhea.

If you have been diagnosed with or have symptoms of COVID-19 or you have been exposed to someone who has been diagnosed with or has symptoms of COVID-19, please stay home and follow public health or your doctor's directions for seeking treatment and quarantining.

Indoor Worship at Immanuel Lutheran Church

Indoor Worship will resume at Immanuel in a new, smaller format, enabling 75 individuals to gather in the Sanctuary.

Immanuel will be scheduling indoor worship no more than one week in advance. This will enable Immanuel to use current information to determine if it is safe to schedule services.

A **reservation is required**, to enable those present to observe physical distancing limits, which include the use of every third pew. The two ways to register include:

1. Using *Sign-Up Genius*, an online scheduling software which Immanuel will be using to simplify reserving spots for worship and other events at the church. Sign-up genius can be accessed from the ImmanuelFamily.com website.
2. Those who do not have access to the internet or prefer to contact the church by phone, may call the church office at 585-3152 to sign up.

Participants can expect the following:

- The Worship experience will be no more than 45 minutes in length.
- A seat will be guaranteed for you at a marked location in the sanctuary, maintaining a safe distance of 6 feet or more. Family members should sign-up together if they wish to sit together.
- Masks or face coverings are required throughout the service. Coverings should be worn over your mouth and nose. Masks will be available for those who do not bring their own.
- Hand sanitizer will be provided. All worshippers are asked to use sanitizer prior to entering the sanctuary.
- Participants are asked to enter the church building from the Clark Street end (east end of the building, using the “red doors” or “northeast elevator entrance”). Once in the building, enter the Sanctuary through the center aisle to your designated seat.
- Participants are asked to arrive no more than 10 minutes before the time of the service and to exit at the conclusion of the service.
- All conversations between worshippers should take place outside of the church building.