

## **Saint Anne's Episcopal Church Guidelines for In-Person Worship**

**April 21, 2021**

As a faithful Christian community, Saint Anne's takes the realities of the COVID-19 pandemic seriously. Having determined that we can proceed safely, Saint Anne's enacts these guidelines for conducting in-person worship at the church. Strict adherence to these guidelines is essential for our being able to worship in-person together. Over time, as State and Diocesan restrictions regarding COVID-19 change, Saint Anne's shall amend these guidelines accordingly.

On a personal note, reintroducing in-person worship will be a learning process for all of us. The feel and experience of in-person worship will be different than it was before the pandemic began. And as we proceed, we will need to be patient and generous with each other. The way forward is through cooperation and goodwill, seeking always to live in and express the grace and love of our Lord Jesus Christ.

### **Sunday Worship Schedule**

- 8:00 AM Holy Eucharist: Rite I without music—in-person worship.
- 8:45 AM Children's Service with music—broadcast live on the church website (no in-person worship).
- 9:30 AM Holy Eucharist: Rite II with music—broadcast live on the church website and Facebook page (no in-person worship).
- 5:00 PM Holy Eucharist: Rite II without music—in-person worship.

### **Safety Guidelines**

- Well-fitting protective facemasks that cover the nose and mouth shall be worn appropriately by everyone at all times while on church property. The church shall have facemasks available, which participants can keep.
- Participants shall maintain a physical distance of at least six feet at all times.
- Participants shall sanitize their hands on entering the sanctuary. Hands-free Purell dispensers are available by the sanctuary entrance and exit.
- Anyone with symptoms of COVID-19 shall not attend or be admitted to in-person worship. These symptoms include fever of 100.0 F or greater, a cough, shortness of breath, chills, muscle pain, sore throat, and new loss of taste or smell.
- Anyone exposed to COVID-19 in the previous fourteen days shall not attend or be admitted to in-person worship.
- Anyone who has returned from an area considered a COVID-19 hotspot shall not attend or be admitted to in-person worship for fourteen days.

- Church bathrooms shall be used for emergencies only.
- Participants shall enter the sanctuary through the double red doors and exit through the chapel door.
- Books of Common Prayer and worship bulletins will not be available in the sanctuary. People attending in-person worship are encouraged to bring their own Book of Common Prayer or, before coming to church, to print the worship bulletin from the church website.
- Holy Communion shall be distributed in one kind—the consecrated bread (wafer).
- Kneelers and seat cushions are not available for in-person worship.
- If participants attend in-person worship and then discover that they have COVID-19 or have been exposed to COVID-19, they shall immediately notify the Church Office. The church staff shall then notify everyone who participated in that in-person worship service.
- If a person who has COVID-19 or who has been exposed to someone with COVID-19 enters the church, the church shall be closed for a minimum of six hours and then sanitized before anyone is readmitted to the church.

### **Seating for In-Person Worship**

- All in-person worship services shall be held in the sanctuary.
- The sanctuary allows for ten spaces, each a half-pew in length, that participants may occupy for in-person worship.
- Each space accommodates one to four people.
- Participants may occupy only those spaces specifically marked for in-person worship.
- Participants in the same family and who share a home may sit together in one space. They may not sit in the same space with other participants regardless of whether they are vaccinated.
- The total number of participants allowed for in-person worship shall follow the Bishop's and Governor's directives.

### **Reserving a Place for In-Person Worship**

- A reservation is required for attending in-person worship.
- On Wednesdays at noon, the Church Office shall send an email to the congregation. These emails shall contain links to sign-up for either the 8:00 AM or 5:00 PM Sunday worship services.
- Reservations shall be available only for the upcoming Sunday.

- Persons may not reserve a specific pew or place in the sanctuary.
- To ensure that everyone has a chance to attend in-person worship, persons who have attended in-person worship in the previous two weeks shall wait until noon on Fridays to make a reservation for in-person worship.
- Parishioners who have difficulty using email and online technology may call the Church Office for assistance.
- If parishioners, newcomers, or visitors arrive for in-person worship without a reservation, they shall be admitted to worship if they meet the safety criteria, if space is available, and if their presence does not exceed the maximum number of persons allowed in the sanctuary. An usher shall record the name(s) and contact information of anyone admitted to the sanctuary who has not made a reservation.
- If no space is available, persons who arrive for in-person worship without a reservation shall be told how to make a reservation.

#### **Entering and Exiting In-Person Worship**

- When arriving for in-person worship, participants shall remain at least six feet apart while outside waiting to be admitted to the sanctuary.
- On entering the sanctuary, an usher shall check participants' reservations and ask the following questions:
  - Do you currently have a fever of 100.0 F or greater, a cough, shortness of breath, chills, muscle pain, sore throat, or new loss of taste or smell?
  - Have you traveled to an area considered to be a Covid-19 hotspot in the past fourteen days?

If the participant answers "no" to both questions, an usher shall take their temperature with a touch-free thermometer. If the participant's temperature is below 99.0 F, they shall be admitted to the sanctuary.

- Once admitted to the sanctuary, participants shall enter one of the marked pews and remain in the pew for the worship service's duration. Participants shall not walk around the sanctuary greeting other participants.
- After the service, ushers shall dismiss participants one pew at a time. Participants shall exit the sanctuary through the chapel door.
- Following the worship service, participants shall remain at least six feet apart while outside on church property.

#### **During In-Person Worship**

- Participants may give the responses during the worship service.
- Participants shall remain in their pews during the Peace and share the Peace by bowing and waving to the other participants.

- A locked box with a slot in the top shall be placed inside the sanctuary into which participants may place their offerings. Following the 5:00 PM worship service, both ushers shall lock the box in the Church Office.

### Receiving Holy Communion

- Participants shall remain in the pews, and the celebrant shall come to them.
- To receive the consecrated host, parishioners shall extend their arms, cup their hands, and the celebrant shall drop the wafer into their hands.
- Participants shall wait until the celebrant moves away from them before consuming the host.
- Participants who prefer to receive a blessing from the celebrant shall cross their arms across their chest to signal that they want to receive a blessing. The celebrant shall say the blessing over (without laying hands on) the participant.

### Ushers

- Two ushers shall serve at each in-person worship service.
- Ushers shall wear masks and disposable gloves, which shall be provided.
- Ushers shall be trained in these guidelines, using a touch-free thermometer, checking-in reservations, and directing participants during the worship service.
- Ushers shall be trained in and comfortable with enforcing the safety guidelines and, if necessary, know when to ask the clergy to intervene.
- Ushers shall be trained in and comfortable with responding to persons who arrive for in-person worship without a reservation.
- Ushers shall wipe down the sanctuary immediately following each in-person worship service and have access to necessary cleaning supplies.
- Ushers shall be fully vaccinated.

### Clergy & Staff

- Saint Anne's clergy and staff are fully vaccinated. Nevertheless, clergy and staff shall follow these safety guidelines and take necessary precautions to ensure their and the participants' safety.

*If you have questions or need further information about in-person worship, please contact the Rector, The Rev. Russ Bohner, at 302-378-2401.*