



Guidelines for Indoor Worship Services 03/12/2021

The purpose of these guidelines is to assure the health and safety of staff, church members and the community during the COVID-19 pandemic. These guidelines are intended to reduce the chances of disease transmission when people are together in an indoor setting.

References

[Requirements for Faith-Based Communities, Places of Worship, Weddings and Funerals COVID-19 Preparedness and Response Plan—Our Savior's Lutheran Church](#)

General Guidelines:

1. Worship services are allowed in the Community Life Center (CLC) area of the church. The Gathering Place is also available for greeting and directing people to the CLC and for additional social distancing. People will enter through one door and exit through a different one.
2. The total number of people in the CLC is limited to a maximum of 160 people including service leaders, musicians, volunteers, etc.
3. Minimize the total amount of time when everyone is together. For example, ask people to arrive at the church within 15 minutes of the start of the service and leave within 15 minutes after the service. Multiple worship services on the same day must be scheduled so time is allowed for a full exit of the CLC before another group arrives.
4. There should be no sharing of food, beverages, chairs, Bibles, hymnals, pens/pencils and other items before, during or after the service. Food service or gatherings are not allowed and the kitchen will not be available for use.
5. If communion is served, individual bread/wine packages will be used. Social distancing will be maintained throughout the communion sacrament process.
6. The offering plates or baskets will not be passed around the congregation. A central, touchless process will be used to collect offerings.
7. To manage the occupancy limits and room set-up, attendees will be asked to register for a service via the SignUp Genius system at least 48 hours before the service. In case people do not register, a limited number of chairs will be set-up for arrivals on the day of the service. This will be done on a first-come, first-serve basis. If the CLC reaches maximum capacity, an overflow of up to 25 people may sit in the Gathering Area. Others will be provided information on the dates and times of future services and how to register for them.
8. Chairs will be set-up in the CLC prior to the service to assure social distancing and staying within the occupancy limit. People from the same household may sit together without social distancing among themselves. Households should stay together in their seats throughout the service.
9. For contact tracing purposes, the church must be notified if someone who attended a worship service is later found to have been contagious with COVID-19. The church will work with local and state health departments in gathering contact information of attendees if they need to be notified of exposure.

Adopted Date:

Revised Date(s):

10. Vocal music or the playing of wind instruments is only allowed by the worship leaders. Worship leaders will follow guidelines outlined by the Minnesota Department of Health in the link above. There will be no congregational singing. The use of recorded vocal and instrumental music is encouraged.
11. The church is not accepting floral deliveries at this time. Any floral arrangements must be brought to the church at the time of the service either by church members and guests.
12. Information about these guidelines should be provided to church members prior to the start of worship services so they can make their personal decisions regarding attendance.
13. Live streaming and recording of the worship services are encouraged.

Guidelines for Health and Safety

1. Everyone age 6 and older is required to safely wear a face mask while in the building. A mask must be worn properly with it covering both the nose and mouth. Children ages 3-5 are strongly encouraged to wear a mask as much as they are able. Service leaders may remove their masks when speaking or singing as part of the service as long as they maintain social distancing. A small supply of disposable face masks will be available for people who forget their own masks.
2. Everyone should wash their hands or use the hand sanitizer when they enter and leave the building; before and after touching their masks, and after touching surfaces in the building.
3. Maintain strict social distancing of 6 feet or more between people who are not in the same household while in the church. Be especially careful while in areas prone to congestions such as the coat racks, restrooms and exits/entrances. Do not hug or shake hands with others.
4. The church will be responsible for cleaning all high-touch surfaces before and after the service.
5. If anyone who attended the service becomes ill with COVID-19 the church must be notified so that deeper cleaning of the areas can be done.
6. Greeters and ushers will be responsible for assuring compliance with the guidelines including the following actions: a) greeting people at the entrance; b) asking people to use the hand sanitizer and wear a face mask; c) direct people to the CLC; d) direct people to their seats and how to follow along in the service; e) maintaining social distancing during the service; and f) directing traffic flow for communion and existing the CLC.

Guidelines for the Congregation, Staff and Guests:

1. Before going inside the church, self-screen yourself for current illness. Do not attend if you are currently ill, you have been asked to quarantine by a health care provider or if you are a person at higher risk for severe COVID-19 illness. If you become ill during the service, please leave immediately and members of your immediate household should also leave.
2. You are expected to follow and support the directions and guidance from the worship leaders, greeters and ushers. Please assist others as needed.
3. You may bring your own beverages in individual, covered containers. You may use a refillable water bottle at the water fountains.
4. Keep the number of people in the restrooms to 2 or fewer.

Adopted Date:

Revised Date(s):

5. You are required to wear a face mask while in the building and maintain 6 feet of social distancing from people who are not in your immediate household. The mask must cover both the nose and mouth.
6. You should wash your hands or use hand sanitizer when you enter and leave the church, before and after touching your mask and after touching surfaces in the church.
7. Dispose of any tissues or other wastes in the proper containers.

Guidelines for Photography or Videography

1. Standing close together is a high-risk activity, even when it is for a short period of time. Consider taking individual photos/videos and using editing software to combine them into a group photo.
2. Consider using a longer lens to increase distance between the photography/videography staff and the subjects.
3. Use a space where people can be separated to allow for as much social distancing as possible. Prepare for the photos/videos before people arrive. For example, identify the site and pre-mark the spots where people should stand for a group photo/video to minimize crowding together while coming into the area. People should face forward in the same direction. People should wear masks as they get into position and keep the mask on until the photographer provides a command to remove masks and take the picture. Time without masks should be very brief. People should replace their masks as soon as photos/videos are done. When the photo/video is done, people should quickly separate from others.