



Rehoboth Baptist Church
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Church Website: WWW.REHOBOTH-BAPTIST.COM

Type of Policy: **Rehoboth COVID-19 Policy and Guidelines**

Adoption Date: **August 1, 2020**

"The New Norm"

Purpose for Policy:

The Coronavirus (COVID-19) Policy and Guidelines is to provide a safe environment in which our membership will be able to participate in our in-person worship experiences and adhere to established guidelines from Rehoboth Baptist Church (RBC) and recommendations of the Centers for Disease Control (CDC).

Scope:

All Rehoboth affiliates to include but not limited to: members, contributors, all leaders, employees, contractors, vendors, consultants, visitors, and guest speakers, regardless of age (exception 2 years and younger) will comply with COVID-19 Policy and Guidelines.

Overview:

This document is to provide guidance to Rehoboth as a whole and applies to all persons who attend in-person worship experiences or engage in any activities, to include but not limited to, meetings, rehearsals, or events on the inside or outside of the premises (per guidelines). The procedures and guidelines also cover all premises to include the Rehoboth Child Development Center and use thereof.

Policy and Guidelines Provision:

This section highlights the acceptable standards, expected compliance and other related guidelines that may apply to Rehoboth Baptist Church and Rehoboth Child Development Center employees, congregants, Church Leaders, of and not of RBC, and guests as follows:

1. COVID-19 In-Person Sanctuary Worship Procedures
2. Reintegration Protocol
3. COVID-19 Wedding Protocol
4. COVID-19 Funeral Protocol
5. Rehoboth Hold Harmless Agreement

1. **COVID-19 In-Person Sanctuary Worship Procedures**

In-Person Worship Services Reintegrated Worship Services

- Virtual Worship Service will continue to be available each Sunday via You Tube & Facebook
- Abbreviated In-person Worship Services will be available on Sundays as follows:
 - Phase 1 - 9:30 a.m.
 - Phase 2 – 8:00 a.m. & 9:30 a.m.
 - Phase 3 - 8:00 a.m., 9:30 a.m. & 11:00 a.m.

(Please choose only one (1) service to attend during Phase 2 and Phase 3)
- No Onsite Ministry Meetings
- No Onsite Ministry Activities
- No Onsite Children’s Church
- Services available via ZOOM:
 - Virtual Sunday School at 9:30 a.m.
 - Virtual Youth Worship Service, Sundays at 12:30 p.m.
 - Virtual Mid-Day Bible Study, Wednesdays at 12 noon
 - Virtual Evening Bible Study, Wednesdays at 7:00 p.m.

As recommended by the CDC, see guidelines in Annex E, please use your own discretion when deciding to attend In-Person Worship Services. *(Recommended to return during Phase 2 to a special designated 8:00 a.m. worship service.)*

- Persons who are sick (stay home)
- Persons 65 years and older
- Persons who live in a nursing home or long-term care facility
- Persons of all ages with underlying medical conditions, particularly if not well controlled, including:
 - Persons with chronic lung disease or moderate to severe asthma
 - Persons who have serious heart conditions
 - Persons who are immunocompromised
- Persons with severe obesity
- Persons with diabetes
- Persons with chronic kidney disease undergoing dialysis
- Persons with liver disease

Requirements for Attending In-Person Worship Services

- Due to limited capacity seating, please select which service you will be attending.
- Advanced sign-ups (Registration) to attend the selected service will be required.
- Each person will be required to sign a Rehoboth “Hold Harmless” and “Contact Tracing” agreement.
- Each person will be required to have their temperature checked before entering the Sanctuary.
- All persons must wear face coverings for the duration of the service. If you do not have one, one will be provided to you.
- Persons who have had a confirmed case of COVID-19 must have quarantined for 40 days.

- Persons with first-level exposure to COVID-19 must have quarantined for 14 days.
- Persons living in the same household with someone who has tested positive for COVID–19 must have quarantined for 14 days after the confirmed case has been cleared from your household.
- Please stay home if you are sick or just not feeling well.

Physical Distancing for In-Person Worship Services

- The pews are marked off to maintain the recommended 6 feet physical distancing.
- The seating capacity accounts for the recommended 6 feet in the congregation seating and allows up to a maximum capacity of 50 people in the sanctuary.
- Families and couples are encouraged to sit together and remain seated together throughout the service.
- For your safety and the safety of others, please refrain from the following physical contacts: Hugging, Handshakes, Fist bumps, etc. Instead, use noncontact greetings, such as a wave (hi-hand gesture).
- Musicians and singers must remain 6 feet apart. There are to be no more than four (4) singers at a service as the capacity numbers also include singers and musicians. The number of musicians will be accessed on a case by case basis. Individuals must not remove their protective equipment to sing – it must stay on for the duration of the service.

Safety Pre-Cautions for In-Person Services

- All persons will enter and exit through the front entrance of the church. The side entrance by the Administrator’s door will be available for physical handicap access only.
- The Sanctuary will be cleaned and disinfected before and after each service.
- The Water Fountain WILL NOT be available for use. It will be covered, please do not remove covering.
- Hand Sanitation Stations will be located at the entrance/exit doors to the church and restrooms. We strongly encourage you to use this service.
- Restroom capacity is limited to one person at a time. The only available restrooms are those in the vestibule. Restrooms in the back hallway will not be available for public use.
- Remember to wash your hands often with soap and water for at least 20 seconds, especially after going to the restroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol.
- Avoid touching your face with unwashed hands, especially your eyes, nose, or mouth.
- Remember to cover coughs and sneezes with a tissue or use the inside of your elbow. Used tissues should be thrown in the trash immediately afterwards and hands washed.
- There will be NO Church Bulletins. Please follow monitors and/or Worship Leader.
- Bibles and Hymnals WILL NOT be available. You may bring your personal bibles; however, please do not leave them in the Sanctuary.

- Microphones WILL NOT be shared.
- Directives will be given to Attendees to dismiss row by row in an orderly manner.
- If you become ill during service, please notify an Usher or a Member of the Health and Wellness Medical Team (identifying recognition will be visible on them). You will be escorted to an isolated room and asked to leave as soon as possible, and encouraged to seek medical attention.

Tithes and Offering

Offering plates WILL NOT be passed during our In-Person services. Baskets will be available at the door upon entering and exiting to drop in your tithes and offerings. For your convenience, you may continue to submit your tithes and offering online through Givelify, Realm, mail in, or use the drop box.

Music

As guidelines and research continues to evolve, we suggest following the recommendations set forth by the CDC and local health officials as it relates to our music ministry.

Communion

Communion will be served differently the 1st Sunday of each month. Communion plates WILL NOT be passed around during our In-Person services. You will be given a small plastic bag upon entering the Sanctuary that will contain your personal communion. In the event you are unable to attend In-Person service but would like communion, it will be available upon request. Please be sure to notify your assigned Deacon or a Rehoboth Deacon in advance.

2. Reintegration Protocol

Our reintegration protocol outlines each step of the in-person process, starting with pre-registration and ending with worship experience departure (See Annex A).

3. COVID-19 Wedding Protocol

The following guidelines are established to balance the needs of the wedding Party, Officiants, Musicians (If Applicable) participants/guest, their safety and the safety of our congregation (See Annex B)

4. COVID 19 Funeral Protocol

The following guidelines are established to balance the needs of the bereaved family, Officiants, Clergy, Musicians (If Applicable) guest, their safety and the safety of our congregation (See Annex C)

5. Rehoboth Hold Harmless Agreement

Our Hold Harmless Agreement is a waiver which is agreed upon by all parties involved with church attendance, activities or events held at Rehoboth Baptist Church and/or Rehoboth Child Development Center. Contact Tracing is an important aspect of the agreement (See Annex D).

Rehoboth Child Development Center

Our Child Care Center is open, and has stricter guidelines such as reduced group size and additional sanitation requirements in an effort to limit exposures and to follow CDC guidelines relative to achieving a lower risk classification. The Centers for Disease Control and Prevention has posted a Supplemental Guide for Child Care written in collaboration with the Office of Child Care. This resource provides guidance specific to child care on issues such as: Social distancing, child pick-up and drop off procedures, cleaning and disinfecting of toys and bedding, safely caring for infants and toddlers, and for food preparation. Numerous links and information can be found in reducing children risks to COVID-19. If you have further questions about caring for children during COVID-19 please contact (click here) safechildcare@dss.sc.gov.

ATTACHMENTS:

Annex A – Reintegration Protocol

Annex B – COVID-19 Wedding Protocol (Draft)

Annex C – COVID-19 Funeral Protocol (Draft)

Annex D – Rehoboth Hold Harmless Agreement

Annex E – Centers for Disease Control and Prevention (Click here) <https://www.cdc.gov/>

ANNEXES

Rehoboth Baptist Church Reintegration Protocol For In-Person Worship Services

Pre-registration/Registration is required:

- Attendance based on reservations per worship service (first come, first serve)
- Attendee(s) to make reservations for preferred service
- Reservations are required before 5 pm on Friday prior to Sunday Service
- To make reservations, attendees must:
 - call the reservation number at 803-567-5565, or
 - sign-up by using Sign-Up Genius – link will be available on church’s website
- Persons with **No** Reservation, will remain in their cars until all persons with reservations have been seated and/or per availability
- Please check temperature prior to leaving home
- Please arrive early to be checked in (Physical Distancing guidelines will apply)
 - Front Doors only will be open 30 minutes prior to service.
 - 15 minutes after the beginning of service, reservations will no longer be honored

Upon Arrival

- Attendees will enter main entrance to parking lot and follow the directions of RBC Parking Attendants (please adhere to guidelines).
- Temperature check of all persons will be checked in the car by a Health and Wellness Medical Team Member or Volunteer Team Member
 - Persons who **do not have** a temperature and are not feeling sick, will be directed to the parking area to park and guided to the church for check-in.
 - Persons who **have** a temperature (100.4 °F or higher), and/or feel sick, will not be allowed entry, but are strongly encouraged to return home to rest or seek medical attention as needed. This includes all passengers in the same vehicle. We will keep you and your family in our prayers!
 - Attendees must have face covering on before exiting vehicle and keep on during the entire service. Face coverings not required for persons 2 and under
 - Please see Parking Attendant or check-in stations if mask is needed.
 - Please follow the directives of the Parking attendants.
- Directional and Instructional signs will be posted and visible
- Yard signs and physical distancing reminders will be posted on the ground
- Multiple check in stations will be available
- Attendees will receive a registration verification sticker for accountability and to avoid exceeding the maximum capacity. The registration verification sticker must be visible to the Ushers when entering the sanctuary and remain visible throughout the worship service.

Upon Entry to Worship Service

- All attendees will enter through the front entrance of the church. The side entrance by the Administrator's door will be available for handicap access.
- Attendees will be escorted to their seat by an Usher
- Attendees must maintain physical distancing while sitting on the pews (6 ft. from your neighbor). Pews will be marked.
- Attendees living in the same household or traveling together may sit together without physical distancing between each other.
- Tithes and offerings can be placed in the baskets located near the door upon entering or exiting the sanctuary for service. Online giving is encouraged.

Safety Pre-Cautions During In-Person Services

- The Sanctuary will be cleaned and disinfected before and after each service.
- Offering plates WILL NOT be passed around during our In-Person services. Baskets will be located near the door upon entering or exiting the sanctuary to drop in your tithes and offerings. You are reminded that you may continue to submit your tithes and offering online through Givelify, mail it in, or use the drop box on the door of the church.
- Church Bulletins WILL NOT be distributed.
- Bibles and Hymnals WILL NOT be available; however, you may bring your personal bible.
- Water Fountains WILL NOT be available. (Attendees are encouraged to bring personal water bottle)
- Hand Sanitation Stations will be located at the entrance/exit doors to the church and restrooms.
- Access to restrooms will be provided during all services, but limited to one person at a time. Individuals waiting to use the restroom must maintain at least 6 feet of distance between each person. The restrooms in the back hallway will not be available for public use.
- Remember to wash your hands often with soap and water for at least 20 seconds — especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol.
- Avoid touching your face with unwashed hands, especially your eyes, nose, or mouth.
- Remember to cover coughs and sneezes with a tissue or use the inside of your elbow. Used tissues should be thrown in the trash and hands washed.
- Microphones cannot be shared.
- Congregational singing is permitted but individuals must not remove their protective equipment to sing, it must stay on for the duration of the service.
- Fans (church supplied or personal) WILL NOT be allowed
- If an attendee becomes ill during service, the person will be escorted to an isolated room for assistance and guidance by a member of our Health and Wellness Medical Team.

Upon Exiting of Worship Service

- Attendees who wish to join, should return to your seat after dismissal. An Oversight Deacon will approach to assist attendees.
- Tithes and offerings can be placed in the baskets located near the door upon entering or exiting the sanctuary for service. Online giving is encouraged.
- Departure will be directed by the Ushers (Physical Distancing applies). Attendees to dismiss row by row in an orderly manner and exit through the front door. The side entrance by the Administrator's door will be available for physical handicap access.
- Attendees are not to mingle or congregate in the parking lot before or after service (Physical Distancing applies)

ORDER OF SERVICE (Similar to Live Streaming Service) - Will include the following:

- Church Bulletins will not be distributed, please follow the monitors and the worship leader for guidance
- No Announcements read during service. Announcements will be displayed on monitors at the beginning of the worship service and sent via One Call the Friday or Saturday before.
- Outline of Service:
 - Call to Worship
 - One (1) song from the Restoration Volunteer singers. (In place of Devotion)
 - Morning Prayer
 - One (1) song from the Restoration Volunteer singers
 - Sermon from Pastor
 - Appeal/Invitation
 - Benediction
 - Attendees to dismiss row by row in an orderly manner, directed by the Ushers (Physical Distancing applies).
 - Anyone who desires special prayer or wishes to join the church should return to your seat after dismissal.
 - An Oversight Deacon will assist those desiring special prayer or wishing to join the church.

Annex B

COVID-19 REHOBOTH BAPTIST CHURCH PROTOCOL

COVID-19: The Guidance for Managing a Wedding During The Coronavirus Pandemic

Weddings process and related formal and informal rituals, through which the Wedding participants celebrate the marriage of loved ones, are important for the health and well-being of the Wedding participants. The following guidance aims to balance the needs of the Wedding participants appropriately, which minimizing the spread of coronavirus (COVID-19) infection. (Social and Physical distancing).

1. Safety First, and being supportive of the Bride and Groom.
2. The Trustee on Duty will work closely with the Wedding Planner and explaining the COVID19 RBC Wedding Protocol.
3. 50 Persons or less will be admitted in an effort to restrict the number of guest to be as low as possible to ensure social distancing of at least 2 meters (6 ft.) can be maintained between individuals alongside the Wedding Planner, The Pastor, Clergy and or needed RBC Officers.

Note The Bride & Groom and the Wedding party is included in the (Maximum) 50 invites. The Bride and Groom and Wedding party are not required to wear a Face Mask during the wedding ceremony, but maintain their Physical distance of 6ft. (Wedding Party).

4. Immediate family members are allowed to be seated together on the same pew. Wedding attendees can arrive no earlier than one hour prior to the ceremony start time. Upon completion of the ceremony all attendees are asked to refrain from socializing in the sanctuary and to follow the usher directions for exiting the building.
5. The assigned Trustee will provide 50 invites to the Wedding Planner numbered 1-50 the day before the wedding to give to the immediate family members or friends.
6. Mandatory safety considerations for attending Wedding Ceremonies:
 - a. All attendees must wear a mask and follow the guidelines established by the CDC (See Annex E).
 - b. All Attendees must sign the Hold Harmless Agreement to enter sanctuary for wedding ceremony
 - c. No Physical Contact (No hugging , no shaking hands, and no socializing after the service)

COVID19 REHOBOTH BAPTIST CHURCH PROTOCOL**The Guidance For Managing A Funeral During The Coronavirus Pandemic**

Grieving process and related formal and informal rituals, through which the bereaved mourn the passing of loved ones, are important for the health and wellbeing of the bereaved. The following guidance aims to balance the needs of the bereaved to mourn appropriately, which minimizing the spread of coronavirus (COVID-19) infection. (Social and Physical distancing).

1. Safety First, and being supportive of the family.
2. The assigned Deacon will work closely with the family and explaining the COVID19 RBC Funeral Protocol.
 - a. Any mourner who is showing coronavirus (COVID-19) symptoms: a new continuous cough, a high temperature, or a loss of, or change in, their normal sense of taste or smell) should not attend the funeral as they pose a risk to others; remote participation should be considered, no touching without gloves, no shaking hands, and no hugs.
 - b. The assigned Deacon will provide an electronic copy of the order of service for the funeral to the church Administrator.
3. We will not automatically send families to the Funeral Home for service. This will take place per family's request.
4. 50 Persons or less in admittance restricting the number of mourners to be as low as possible to ensure a safe distance of at least 2 meters (6 ft.) can be maintained between individuals alongside the Funeral Director, The Pastor, funeral staff, Clergy and or needed RBC Officers and only the following should attend:
 - a. members of the person's household
 - b. close family members
 - c. or if the above are unable to attend, close friends
 - d. family members or friends will need to walk in with the family
5. The doors will be closed and remain for the services after we have reached the 50 person limit.
 - a. Viewing of the body will be directed by the Funeral director and is limited to no more than 5 persons at a time.
 - b. If someone is not invited to attend the home-going service but desire to view the body before the service, they may do so by entering through the front entrance and exiting through the side door as directed by the ushers.

The viewings at the church will be open to the public, however the funerals will be private for the family and those with an invite.
6. Everyone is required to wear a mask (no exceptions).

7. Immediate family members are allowed to be seated together on the same pew. Other attendees will be assisted to seating by the Ushers and or Funeral Director.
8. The assigned Deacon will provide 50 invites to the Funeral Director numbered 1-50 the day before the funeral to give to the immediate family members or friends.
 - a. Attendees must have an invite to enter the funeral services.
 - b. In an effort to control the number of attendees, the assigned Deacon/Funeral Director will assist in collecting the 50 invites as attendees enter the service.
9. All attendees must have the following to enter the sanctuary for the funeral services:
 - a. Invite for funeral services
 - b. Wear a mask
 - c. Sign the Hold Harmless Agreement
 - d. Temperature checked
10. Mandatory safety considerations for attending both Sanctuary and Graveside Services:
 - a. All attendees must wear a mask and follow the guidelines established by the CDC (**See Annex E**).
 - b. No Physical Contact (No hugging , no shaking hands, and no socializing after the service)

Rehoboth Baptist Church Hold Harmless Agreement

CHURCH ACTIVITY, WAIVER OF LIABILITY AND HOLD HARMLESS AGREEMENT

1. In consideration for participating in _____ and other valuable consideration, I hereby RELEASE, WAIVE, DISCHARGE AND COVENANT NOT TO SUE Rehoboth Baptist Church of 4646 Hard Scrabble Road, Columbia, South Carolina, their officers, servants, agents, and employees (hereinafter referred to as RELEASEES) from any and all liability, claims, demands, actions and causes of action whatsoever arising out of or related to any loss, damage, or injury, including death, that may be sustained by me, WHETHER CAUSED BY THE NEGLIGENCE OF THE RELEASEES, or otherwise, while participating in such activity, or while in, on or upon the premises where the activity is being conducted.
2. To the best of my knowledge, I can fully participate in this activity. I am fully aware of risks and hazards connected with the activity, including but not limited to the risks as noted herein, and I hereby elect to voluntarily participate in said activity, and to enter the above-named premises and engage in such activity knowing that the activity may be hazardous to me. I VOLUNTARILY ASSUME FULL RESPONSIBILITY FOR ANY RISKS OF LOSS, PERSONAL INJURY, INCLUDING DEATH, that maybe sustained by me, as a result of being engaged in such an activity, WHETHER CAUSED BY THE NEGLIGENCE OF RELEASEES or otherwise.
3. I further hereby AGREE TO INDEMNIFY AND HOLD HARMLESS THE RELEASEES from any loss, liability, damage or costs, including court costs and attorney's fees, that may incur due to my participation in said activity, WHETHER CAUSED BY NEGLIGENCE OF RELEASEES or otherwise.
4. It is my express intent that this Release and Hold Harmless Agreement shall bind the members of my family and spouse (if any), if I am alive, and my heirs, assigns and personal representative, if I am not alive, shall be deemed as a RELEASE, WAIVER, DISCHARGE AND COVENANT NOT TO SUE the above named RELEASEES. I hereby further agree that this Waiver of Liability and Hold Harmless Agreement shall be construed in accordance with the laws of the State of South Carolina.
5. I UNDERSTAND THAT THE CHURCH WILL NOT BE RESPONSIBLE FOR ANY MEDICAL COSTS ASSOCIATED WITH AN INJURY or ILLNESS I MAY SUSTAIN.
6. I further agree to become familiar with the rules and regulations of the Church concerning conduct and not to violate said rules of any directive or instruction made by the person or persons in charge of said activity.
7. I also authorize Rehoboth Baptist Church, its employees, or agents to render or obtain such emergency medical care or treatment as may be necessary should any injury or illness occur while participating in any activity.

IN SIGNING THIS RELEASE, I ACKNOWLEDGE AND REPRESENT THAT I have read the foregoing Waiver of Liability and Hold Harmless Agreement, understand it and sign it voluntarily as my own free act and deed; no oral representations, statements or inducements, apart from the foregoing written agreement, have been made; I am at least eighteen (18) years of age and fully competent; and I execute this Release for full, adequate and complete consideration fully intending to be bound by same.

I further acknowledge and represent that:

1. I have not experienced any new or worsening flu-like symptoms, such as fever (100.4 F or greater), cough, or shortness of breath
2. I have not in the last 14 days traveled or have had family members travel in an airplane or to high-risk area for transmission of COVID-19
3. I have not been in close contact with someone under evaluation for COVID-19 infection or with someone who has a confirmed infection of COVID-19

I have executed this agreement on this _____ day of _____, 20_____.

Participant's Name Printed

Participant's Signature

Other Household Members (You may include your spouse and children under the age of 18 if speaking on their behalf):

Participant's Name Printed

Participant's Signature

Note: A form is required for each household attending church services, activities, and/or events. You only need to sign the form one time per church services, activities, and/or events. This form will be kept on file at Rehoboth Baptist Church. Married couples may use one form by including both names on the form and including any minor children under the age of 18 who will be attending the church services, activities, and/or events.

Centers for Disease Control and Prevention

Reference Source

WWW.CDC.GOV