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## Reopening Protocols STAGE 2.5

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In response to rising numbers, we have returned to Stage 2 on our protocols and procedures with adaptations based on current data. The following priorities continue to guide our planning:

- The health and safety of the faithful, clergy, staff and volunteers;
- Proactive measures to avoid any potential spread of the virus;
- Recognizing our mission statement– love of God, love neighbor, change the world – we have a responsibility to care for one another and protect our communities;
- Monitoring the most recent numbers of positive cases and hospitalizations
- Keeping track of CDC recommendations:  
<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>

Staff continue to be entrusted with decisions on slowly increasing numbers, adapting procedures, and allowing more than designated areas for groups to meet.

We will continue to actively encourage our congregation and community to sign up for and receive COVID19 Vaccinations, and encourage those with over the age of 65 and with pre-existing conditions who have not yet been vaccinated to continue to worship with us via online streaming and broadcast and participate in online and telephone small groups.

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### **SIGNAGE, SANITATION, & PPE**

1. Masks required to be worn in the building correctly for all staff, volunteers, and attendees and children over the age of two.
  - a. Extra masks are available at entrances.
  - b. If a person refuses to wear a mask, they will be asked to leave.
2. All surfaces will be wiped down after usage.
3. Hand Sanitation stations are at all entrances.
4. Safety protocol signage will be in place at all entrances.
  - a. Signage posted guiding persons through building.
  - b. Signage on water fountains not allowing them to be used.
5. After services and meetings, rooms are fogged.

## OFFICE

1. Our Church Office is open during our office hours, with masks required upon entry.
2. Staff are required to wear masks except if they are alone in their offices.

## WORSHIP

1. Weekend Worship will have limited capacity
  - a. 100 maximum congregants in the Sanctuary (excluding worship leaders & tech team)
  - b. 80 maximum congregants in Wesley Hall (excluding worship leaders & tech team)
  - c. Overflow seating will be available on an as needed basis.
2. Pre-registration is not required but congregants will sign in for contact tracing purposes.
3. There will be no refreshments, snacks, or use of water fountains indoors.
4. Masks
  - a. Congregants must wear masks at all times.
  - b. Worship leaders may remove masks when leading sections of the service.
5. Distancing
  - a. Every other row is blocked off in the Sanctuary, rows spread out in Wesley Hall to allow for physical distancing.
  - b. There will be no physical greeting time.
6. Prepackaged communion elements will be passed out prior to the service. Communion is available during the week from a pastor by appointment.
7. No Hymnals or cards in the seatbacks. Bulletins will be passed out ahead of the service.
8. Offering Plates will be available at the exits, plates will not be passed.
  - a. Congregants are encouraged to give through online giving, text-to-give, stationary giving baskets at the exits, postal mail, and electronic funds transfer.
  - b. Following the dismissal, two unrelated ushers and/or staff will take offerings to safes.

## SMALL GROUP MEETINGS

1. All groups meeting in the building must register to use a room ([phumc.com/forms](http://phumc.com/forms))
  - a. Room capacities will be limited based on social distancing requirements.
  - b. Groups are also welcome to meet outside.
2. Social Distancing is required (6 ft inside, 3 ft outside.)
3. All attendees (regardless of vaccination status) must wear masks inside. In keeping with CDC guidelines, we ask that masks also be worn for groups meeting outside.
4. Meals for Small Group Meetings
  - a. Meals should be prepared and distributed to minimize contact.
5. All attendees must sign in for purposes of contact tracing.

## **CHILDCARE/NURSERY**

1. We are not having any Children's Sunday School, Childcare, or Nursery at this time.

## **QUARANTINING & CONTACT TRACING**

1. We will ask anyone who has been on-campus and either tests positive or has close contact with someone who tests positive to notify the church immediately. These are to be reported to Rev. Jay Clark.
2. We will also report cases to the Arkansas Department of Health as required.
3. Notification for exposure will be handled on a case-by-case basis based on recommendations from the Arkansas Department of Health.
4. If a staff or ministry leader is diagnosed with COVID, depending on the extent of exposure, in person ministries/services may be suspended to allow all persons exposed to quarantine.

## **WEDDINGS & FUNERALS**

1. Weddings and funerals will be limited to 100 persons, excluding worship leaders and participants.
2. Worship safety procedures will be applicable for weddings and funerals.
3. Wedding coordinators will work closely with church to adhere to procedures.

## **BAPTISMS**

1. Baptisms shall be scheduled through Virginia Lewis, and baptism forms must be completed.
  2. Baptisms may be conducted during in-person worship. They may also be celebrated in advance and included in the broadcast/streamed service.
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