

Regathering Guidelines for St. Andrew's Episcopal Church Newport News, VA

In accordance with guidelines from the CDC, Governor Northam, and the Diocese of Southern Virginia, the following procedures will be implemented to hold in-person worship services at SAEC. There will be one service held on Sunday morning. The service will be available via live-stream and a limited number of individuals may occupy the sanctuary, based on the guidelines below. This plan will be adapted as necessary as new information/guidance becomes available.

Arrival time: 10:15am

Service start: 10:30am

General Information:

1. The sanctuary's occupancy is 422. Following protocol, seating is limited to a 36 sq. ft. "unit". With social distancing in place, 24 sanctuary pews will be available for use. This equates to 48 "units" for a service, some of which will be reserved for ushers and technicians. In addition to the 48 "units" there will be 7 to 9 worship leaders in the altar area, also socially distanced. Ushers will place a sign on the sanctuary doors indicating the sanctuary is full.
2. Families and/or individuals will need to make a reservation online or via telephone. (Reservation information will be sent via email.) Part of the reservation process will include questions about whether the families and/or individuals have been exposed to someone with Covid-19 or are showing any symptoms.
3. The following changes to worship will be implemented: all hymnals, Bibles and Books of Common Prayer will be removed; worshipers will not pass the peace with anyone outside of their immediate family; there will be no social hour after the service; Nursery will remain closed. Hymns and songs will either be pre-recorded or sung by a small number of vocalists in special masks. There will be no congregational singing.
4. All officiants and church support workers (ushers, acolytes, etc.) will wear a face mask or covering, except while speaking during the worship service.
5. Instructions will be posted on all doors with information on service time and how the service may be accessed via live stream.

Protocols before, during, and after worship

1. All individuals will enter through the River Road entrance.

2. Ushers will be opening the entrance door and monitoring the sanctuary to ensure that proper space is maintained between families and/or individuals. Ushers will write the names of each parishioner and where they are seated each week (in the event contact tracing is needed).
3. Upon arriving at church, families and/or individuals must use hand sanitizer and put on a face mask or covering which covers the mouth and nose. Face mask/covering must be worn for the duration of the worship service (except while consuming Eucharist). Hand sanitizer and masks will be available at the entrance. Signage will be posted at the Narthex and at the Main Street entrance regarding Covid -19 guidelines.
4. Upon arriving in the sanctuary, families and/or individuals must maintain a 6 ft. buffer of space between themselves and any others. No hand-shaking, hugging, kissing, etc.
5. Paper bulletins will be placed in the assigned pews for parishioners. Please do not share with anyone outside of your 'group' or family.
6. During Eucharist, only the celebrating priest will consume from the paten and chalice. Prepackaged servings of bread and wine will be on trays on the altar. After consecration, masked clergy will offer the trays to allow participants to serve themselves. Parishioners will remain masked until they have stepped 6 feet away from the clergy person to consume the Eucharist.
7. Restrooms will be available during the service. Before leaving the restroom, each individual will be responsible for administering disinfectant spray. Restrooms will be sanitized on Monday following the service.
8. After the service, an usher will dismiss the lectern side of the church pew by pew through the sacristy door. The pulpit side will exit with an usher pew by pew through the River Road entrance.

Disinfection: The church and sanctuary will be disinfected the Monday following the service.

Caveats that would lead to the cancellation of in-person worship

1. If anyone attending worship in person tests positive for Covid-19, *everyone* present at that service will be expected to quarantine for 14 days. There will be no in-person worship the following Sunday.
2. Once we have regathered, we will continue in-person worship ***as long as the combined average of the 7-day testing positivity rates for Hampton and the Peninsula remains under 10%.*** If the average reaches 10%, in-person

worship will be suspended for at least 14 days and until the combined 7-day average is again under 10%.

3. If the combined average of the 7-day testing positivity rates for Hampton and the Peninsula is above 8% but lower than 10%, only one clergyperson will be physically present at the live service. The other will participate online. (This arrangement will lessen the possibility that both clergy would have to quarantine at the same time if there is any Covid-19 exposure at a service.)