



Indian Run UMC Reopening Policies & Procedures

General Overview

- Worship, small groups, or other activities will not start until the Ohio Public Health Advisory Alert System for Franklin County is at level 1 or 2 (an exception has been made for Welcome Warehouse and American Red Cross blood drives)
- Face coverings that cover the nose, mouth, and chin will be required for all people over age 10 until the local government, CDC, or other government officials indicate they are no longer necessary in our area for indoor gatherings of 50+ people
- All people should practice physical distancing of 6+ feet between unrelated individuals while in the building
- No one should enter the building if they have a fever or demonstrate any symptoms of COVID-19 or have been in contact with someone who has recently tested positive for COVID-19
- The Indian Run Preschool will follow ODJFS guidelines regarding being open
- Cleaning and disinfecting procedures are under final review by the Trustees and will be detailed in a separate document
- These policies and procedures are subject to revision at any time as needed

Indoor Worship

Timeline

- Worship in the sanctuary can start when we are able to effectively livestream the service (estimated mid-August)

Face Coverings

- Wearing of face coverings will be required throughout the service in accordance with the policy in the "General Overview" above

Number of services

- We will start with one combined service inside the Sanctuary on Sunday mornings at 9:30am, and will reevaluate as the situation changes

Worship elements/length

- In general, we will follow our normal pattern of worship
- To maintain social distancing and good hygiene practices we will temporarily stop holding hands during the Irish Blessing (excepted are people in the same house), physically passing the peace, and greetings with hugs or handshakes

Singing

- All music will be offered by our music leadership only with no congregational singing
- We will follow the guidance of the American Choral Director's Association, Ohio Music Educator's Association, and/or the Dublin City Schools music department as such guidance becomes available

Seating

- The maximum occupancy of the Sanctuary with appropriate physical distancing is between 50-125, depending on the number of people sitting as family units
- Seating will be every other pew
- Overflow can be made available via livestream in the Fellowship Hall or Celebration Hall if the Sanctuary is filled to capacity
- Ushers will dismiss parishioners by rows

Attendance

- Worship participants will be asked to register their attendance for the purposes of contact tracing

Bulletins

- No printed bulletins or other printed material will be available until further notice

Offering

- Parishioners will drop offerings in baskets as they enter or exit

Communion

- Individual sealed elements will be spread out on a table for people to pick up at the conclusion of the service to be consumed outside or at home where face coverings are no longer required

Fellowship Time

- There will be no indoor fellowship time, brunch, or coffee bar until further notice
- In good weather, we will encourage departing through the glass doors of the Sanctuary and gathering for physically distant fellowship in the courtyard as desired

Children's/Youth Ministry

- There will be no Sunday School or nursery offered until further notice
- Efforts will be made to ensure worship is family friendly until Sunday School and nursery open
- Families are encouraged to bring their own worship activity bag for children

Cleaning procedures

- All items will be removed from the pews (hymnals, Bibles, pens, prayer cards, etc.)
- There will be no use of fabric pews or chairs during the week to further lower risk of spreading infection
- The Trustees are looking into HVAC air flow and filtration issues

Employees in the Office

We will follow the State of Ohio "Responsible RestartOhio" guidelines for [General Office Environments](#)

- Employees should work from home when possible
- Employees with any symptoms of COVID-19 must stay at home
- Minimum 6 feet between individuals
- Face coverings are required wherever two or more people are gathered, but are not required when working alone in an enclosed office space
- SPR will develop further plans for when/how the office will re-open
- We will log all visitors for contact tracing

Cleaning Procedures

- Employees will be responsible for frequent disinfection of their desks, workstations, and high-contact surfaces
- All common areas used will be disinfected daily
- All employees should wash their hands regularly
- Sanitizer will be available in all high-contact locations

Opening to Small Groups or other Building Usage

- We will follow the State of Ohio "Responsible RestartOhio" guidelines for [Consumer, Retail, Services & Entertainment](#)
- Wearing of face coverings will be required in accordance with the policy in the "General Overview" above
- Meetings must be scheduled through the church office
- As much as possible, the same room will be used for all small group or ministry team meetings in order to minimize spaces that need to be cleaned or disinfected
- Groups must log attendance for contact tracing
- Groups are required to wipe down all surfaces used in the room before leaving
- Groups that have no preexisting relationship with Indian Run will not be allowed to use the building
- Usage policies and procedures for Boy Scouts and Welcome Warehouse TBD