**Guidelines for Reopening The Church**

The following guidelines will be followed by anyone entering the church. These guidelines will be visible in the church lobby as required by CDC guidelines and protocols.

1. **Opening and Entry Protocol**

Targeting the reopening date to Sunday, July 25th. We will continue practicing safety precautions, i.e., taking temperatures; gathering contact tracing information; requiring mask wearing; sitting in every other row; sitting 6-feet apart, except those who live in the same household; spreading out the choirs when they minister; and others as required.

Anyone with an elevated temperature (indicated on the thermometer at 100 degrees or higher) will be asked to step aside by the radiator to allow their temperature to stabilize. A bottle of water will be offered to help to cool them off. If their temperature is still elevated after taking it three times, they will not be allowed to proceed into the rest of the church.

1. **Cleaning Protocol**
2. After reviewing different vendors, the Trustees selected Royal Restoration (See attached [Proposal](https://drive.google.com/file/d/1M8kpcFEbu4TbwIEDooxazyUu4z1cQbP7/view?usp=sharing) & [Certificate of Insurance](https://drive.google.com/file/d/1BJP3-g73aFsJIYujD6m-iuX5D-KpuaSG/view?usp=sharing)) to professionally deep clean the entire building prior to reopening the church. This cleaning will also include wiping down specific devices as well as cleaning carpet, chairs and pews in the sanctuary and balcony.
3. Four (4) [Hathaspace Smart True HEPA Air Purifier](https://www.amazon.com/Hathaspace-Smart-Medical-Grade-Purifier/dp/B07V56QH7T/ref%3Dsr_1_3?crid=3BCR0MEBX9PR&dchild=1&keywords=commercial+air+purifier&qid=1623113290&sprefix=commercial+air+p%2Caps%2C166&sr=8-3)s will be purchased to constantly run and clean the air during services. These are portable units that can also be used throughout the church as needed. (See Attached [Air Purifier Screenshot](https://drive.google.com/file/d/12S799bwJ8dQdYfdXCWJZQOLUuczGz3Cn/view?usp=sharing)).
4. In addition, the Trustees purchased two (2) Clorox Turbo Power Sprayer and Disinfectant Cleaner 64oz Bundles for cleaning the interior church on a weekly basis. This is a bleach-free non-abrasive disinfectant cleaner that is safe for use on hard, non-porous surfaces and soft surfaces. (See Attached [Sprayer Screenshot](https://drive.google.com/file/d/1xAQlqIB12Cl1QIA67ZIzZ0GyvFbEiGoL/view?usp=sharing)).
5. The elevator is equipped with a built-in fan that provides constant air flow. A smaller air purifier will also be purchased to help keep the air cleansed. To secure the use of the elevator, signage will be posted notifying users that only two (2) people are allowed on the elevator at a time. There will be hand sanitizer and wipes available on the elevator for proper sanitation. Materials will also be available to help keep elevator buttons and other areas cleaned. This includes disinfectant spray and a feather duster that can be used by anyone using the elevator. Trash cans will be placed near the elevator on each floor for disposal of waste.
6. The restrooms will be limited to two (2) people at a time. Signage will be posted outside restrooms with these instructions. Wipes will be placed in the restrooms to wipe down handles and knobs. A trash can will be placed by the door for proper disposal of waste.
7. In addition to the hand sanitizer dispensers already placed throughout the building, more will be added as needed.
8. **Virtual Access & Live Streaming**

Trustees are pricing equipment and services to equip the classrooms and sanctuary for Live Streaming from those locations. Primary consideration is being given to internet connection (including wi-fi). Following this, we will investigate upgrading our cameras and installing monitors in the sanctuary and other rooms as needed.

1. **Sanctuary Usage**
2. The sanctuary will be reserved only for worship services, funerals and weddings. The balcony will be open for everyone during these services. The 9:30 a.m. anniversary services can be in-person and the 3:00 p.m. services via Zoom and YouTube. We will resume the Wednesday morning Prayer Service and the noonday Bible Study in-person. The evening Prayer Service and Bible Study will remain virtual. Again, air purifiers used in the sanctuary are portable and can be used in other rooms as needed.
3. Since the congregation will be sitting in every other row. The Deacons will go up and down the open isles to serve communion. The Deaconess will carry out the same functions.
4. Baptism will be on a case-by-case basis unless the candidates are in the same household.
5. During the offering period, the congregation will walk around and drop off their tithe and offerings in the designated baskets. Members are encouraged to continue online giving and/or mailing of their tithe and offerings. Ushers will go up and down the empty rows to receive offerings.
6. **Building Usage**
7. **In-person Sunday School** - will practice the same social distancing guidelines used throughout the church. The Sunday School department will provide plans for in-person and virtual classes. The following areas will be available for classroom use: **First Floor** - copy room, **Second floor** – large room with windows and computer room and **Third floor** - large room with windows and smaller room with windows (over the computer room).
8. **Music and Service Arts Ministries** - Rehearsals/practices will be limited. They will be held on the second floor in the large classroom with windows. No rehearsals/practices will be held in the sanctuary.
9. **Ministry Meetings** - In-person meetings will be limited. Ministries are encouraged to continue meeting via conference call or Zoom.
10. **Use of the fellowship hall** - will be considered on a case-by-case basis (to be approved by the Pastor and Trustee Ministry) during this phase with a limit on the number of people in the room at one time. Social distancing and other safety precautions will be mandated. Signage will be posted throughout. Food will be prepared by the Culinary Ministry at their discretion. Serving of food will be with limited seating capacity in mind or prepared with to-go trays as directed by the Culinary Ministry.

**The DC Government requires our In-person Gathering policies and procedures be in writing and posted.**