

Purpose of document:

To layout what the gathering will look like for our Sixth Line Church Sunday physical service and ensure all required government regulations are in place and we are reducing the risk of the COVID-19 as much as we can. Our potential start date is Sunday, February 28, 2021

Cleaning

- The building will be cleaned before the event and after the event.
- Chairs will be left for 24 hours unmoved.

Pre-Registering for the event

- All People attending the in-person gathering of Sunday service must pre-register. Failure to register may result in not being able to attend. There is a capacity to the number allowed in the building.
- People Must register by noon on Saturday before.
- We can host up to 90 people (30% capacity), **however we will limit it to 50 people for now.** We will evaluate as we go.
- Pastor Matthew will set up the preregistration

Checking in

- On the Sunday of people will come in the front door where there will be a person reminding people to wear a mask at all times and to use the hand sanitizer. People coming in will stay to the left and make their way to the check-in station. There will be a rope guiding them and a rope will be across the hall by mailboxes so people do not go that way.
- After they pass screening they may enter the sanctuary and be directed to where they can seat. People are asked to stay in their seats and not move around.
- We will need one volunteer to run the check-in table and one for the door.

During the service

- People will be asked to wear masks for the full time they are in the building.
- Washrooms will be open with a max of one person in the room at a time. (A child and adult may go in together counting as one).
- During the service, we will be playing music from the stage. The singers will be singing **however, all others in the building may not sing.**
- Singers will be behind a plastic or plexiglass stand or wall
- Whoever is giving the sermon will be the only one allowed besides the sound person to use the lapel mic
- Announcements from people outside the staff will be prerecorded for the service.
- People will have to stay in their seats unless they need the washroom or a parent is going to the child's room (location to be determined).
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After service

- Once service is over, people are asked to leave the way they came and do any visiting outside.
- People are not allowed to stay in the sanctuary and are not to help with clean-up.

Extra things to note:

- People will not be allowed to go to the back end of the building where the gym is
- For the moment we will not be offering extra children program during our Sunday physical event. Our hope is to get there.
- We will have hand sanitizer outside of the bathroom and door going into the sanctuary and at the front door of the building.
- We will block off the coffee area as it will not be allowed to be used.
- A video will be created to show people.
- There will be an offering box at the back of the room and people can drop their donation in, however, we will continue to encourage people to give online.

This document is a working document and things may need to change based on government rules, or needs that come up.