

**COMMUNITY PRESBYTERIAN CHURCH OF CLARENDON HILLS**  
**PROCEDURES FOR REGATHERING FOR IN-PERSON WORSHIP SERVICES**  
**IN PHASE 5 OF THE RESTORE ILLINOIS PLAN FOR COVID-19**  
**(June 9, 2021)**

**BACKGROUND**

Effective June 11, 2021 Illinois enters Phase 5 of the Restore Illinois Plan. Phase 5 Guidance for Businesses and Venues have been issued and can be found at

<https://www.dph.illinois.gov/sites/default/files/COVID19/Illinois%20Phase%205%20Guidelines.pdf> .

This general guidance indicates that additional updated and more detailed information may be coming from CDC and IDPH. As any updates are issued, these procedures will be modified as needed.

**SUMMARY OF GUIDANCE**

The following is stated in the guidance:

- For businesses and venues where everyone present is **fully vaccinated**, the state does not require face coverings and social distancing in both indoor and outdoor settings. Businesses and municipalities are permitted to continue requiring face coverings and social distancing as they deem appropriate.
- For indoor businesses and venues where everyone present is not **fully vaccinated**, unvaccinated persons should wear a face covering and maintain six feet social distance. Businesses and venues may continue to require face coverings and/or social distancing. At outdoor businesses and venues, unvaccinated persons may choose not to wear a face covering when able to maintain a six-foot social distance while outdoors, unless required to do so by a business or municipality.
- Although people who are fully vaccinated are not required to wear a face covering under state guidance, businesses and venues should be supportive of customers and employees who choose to wear a face covering.
- All unvaccinated persons should wear face coverings in crowded settings, both indoors and outdoors, especially when youth are present.
- All businesses and venues should support social distancing to the extent possible, especially in indoor settings. Businesses and venues should apply best practices in managing distancing at such places as concessions/counters, public restrooms, and lines/queuing.

**ASSUMPTIONS FOR CPC**

Those attending in-person worship services may include both fully vaccinated and unvaccinated people. Some adults may not have received a vaccination and children under the age of 12 are not currently eligible for vaccination. It is not practical to determine the vaccination status of all attending worship and reliance will be placed on an individual's compliance with procedures.

**PREPARING THE BUILDING BEFORE A SERVICE**

The following procedures will be used before any worship service:

- Doors 1A, 2A, 5C, 6D, 7D will be opened for entry.
- Signs will be posted at the entry doors and several locations to advise those coming in about the requirements while in the building. Those who are not fully vaccinated must keep face coverings on that cover both nose and mouth at all times and maintain social distancing of at least 6 feet. Those who are fully vaccinated may choose not to wear a face covering and/or social distance.
- Hymnals and Bibles can be placed in the pew racks. Paper bulletins can be available for distribution.
- If any rooms on any floors are to be used for children's Sunday School classes, these rooms should be cleaned before and after using the same procedures used by the Kids' Academy on a daily basis.
- Seating in the Sanctuary will be unrestricted. As a courtesy for those wishing to maintain social distancing, a section with alternate pew ends roped off will be set up without any implication of vaccination status.
- Restrooms will no longer be labeled for use by only one person at a time.
- Water fountains will have the drinking spout covered and will be labelled "Use Only For Bottle Filling".
- Hand sanitizer will be available at the building entry doors and at the entry to the Sanctuary.

- A supply of face coverings will be available to distribute to those who arrive without one and wish to wear one.
- The air conditioning system in the Sanctuary will be checked for providing adequate fresh air flow and filtration.

#### **LIMITING ATTENDANCE**

- There are no capacity limits on attendance.
- There will not be any preregistration.
- Those who are not fully vaccinated or are in high risk groups (e.g., with underlying illness, unable to wear a face covering) will be encouraged to participate in the service remotely via the livestreaming. Congregants will be encouraged to evaluate their individual risk of being in a group and make a decision that they are comfortable with on whether or not to attend an in-person service.

#### **AS PEOPLE ARRIVE**

- There will not be Greeters at the entry doors.
- There will not be temperature checks.
- There will be no staffed Nursery in operation.
- If Sunday School classes are in operation, procedures for unvaccinated people will be followed:
  - All students and teachers must wear a face covering and maintain social distancing of 6 feet.
  - Classes will be held only in rooms equipped with air purifiers.

#### **CONDUCT OF THE SERVICE**

- Those leading the service, including the pastor(s) and liturgist do not need to wear a face covering if they are fully vaccinated. The leader presenting the time for youngest disciples will wear a mask as these children are not yet vaccinated.
- Music can be provided by an accompanist on the organ or piano. A fully vaccinated soloist or choir can perform without face coverings.
- Congregational singing is allowed.
- Group recitation of opening sentences, prayers, responsive reading, or other parts of the liturgy is allowed.
- During the sharing of the peace, congregants will be advised to follow their comfort level about hand shaking.
- Offering plates and attendance pads can be passed.
- Communion can be served in several ways that reduce multiple contacts with the elements.
  - The preferred method is using prepackaged cups containing bread and juice. The cups will be available for people to pick-up as they enter the Sanctuary.
  - Distribution with trays passed by ushers at the pews can be done with the bread already broken into pieces and individual cups. Hand sanitizer located at the end of each pew can be passed before distribution.
  - Intinction may be used with a hand sanitizer station located before receiving the bread.

#### **CONCLUSION OF THE SERVICE**

- Congregants may leave by the double doors at the back of the Sanctuary or the front door of the Sanctuary.
- Pastors will greet outside weather permitting.
- Hospitality service will be done outdoors weather permitting.
- No special cleaning procedures are indicated.

#### **COMMUNICATION**

- These revised procedures will be communicated to the congregation with an emphasis on the prevention measures that will still be in place. The communication should include the following points:
  - We are glad to announce a more open resumption of in-person worship.

- It is important to keep in mind that the pandemic is not yet over and some precautions are still needed.
- People who are not fully vaccinated should decide on whether to attend in-person or to join the service remotely. If they come in-person, they should wear a face covering and maintain 6-foot separation from others at all times. If they have any COVID-like symptoms, they should participate remotely.
- People who are fully vaccinated may decide if they wish to continue wearing a face covering and maintaining social distance.
- General instructions on the procedures will be sent to the congregation via multiple means including email, letter, and posting on the website. The instructions will be included in the weekly Constant Contact email for a period of several weeks to reinforce the message.
- Signage posted on the entry doors will focus on the face covering and social distancing requirements for those who are not fully vaccinated.
- Procedure reminders will be displayed on the video screens in the narthex and hallway. They will also be displayed on the Sanctuary screens before the start of a service.
- The Communication Committee will develop the wording and handle these communications.

### **SPECIAL EVENTS**

Special events that involve a service (baptisms, weddings, funerals, etc.) will follow these same procedures with modifications as necessary for the event.