

Langley Presbyterian Church

"...so that the name of our Lord Jesus may be glorified..."

June 30th, 2020

LPC CHURCH REOPENING PROTOCOL

TO: All Congregants and Visitors of Langley Presbyterian Church
RE: List of Criteria for LPC Use in Reopening Public Worship in Our Building

Context

Due to the current COVID-19 pandemic, LPC Church was ordered to shut down by the BC government in March 2020. In order to make it possible for us to open LPC church for worship again, LPC Session has agreed upon the following criteria. This official document follows due diligence according to BC Government regulations and health and safety protocols, with the goal of enabling us to safely open LPC church and continue to keep the church open. Please take this document seriously and as intended – to keep you safe and to keep LPC church open."

Please also refer to the [Volunteer Training / Guidelines LPC Worship Reopening](#) document.

(Note: A copy of these LPC documents will be filed with the main PCC office in Ontario.)

General Information

1. One entrance only. The upper main entrance will be used. The lower hall is closed until further notice.
2. The total number of people allowed at any one worship service will be 50.
3. We will reserve 43 seats for congregants, 3 for drop-ins (people not normally connected with our congregation), 1 each for: musician, soloist, media operator and minister.
4. We will not provide printed copies of bulletins in the narthex. The order of service will be emailed in advance to those who have reserved a seat so that they can print their own copy. Otherwise the order of service may be followed on the projection screen.
5. Masks will be **mandatory** for all adults attending worship. Masks will be available at the church for those who do not have their own on hand.
6. Hand sanitizer will be available in the narthex, the sanctuary and in all washrooms.
7. The library is closed and taped off.
8. There will be no coffee time until further notice.
9. Children will remain with their families in the pews during children's time.

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A congregation of The Presbyterian Church in Canada

20867 – 44th Avenue, Langley, BC V3A 5A9 / Phone: 604-530-3454 / www.langleypresbyterian.ca
Church Office: office@langleypresbyterian.ca Rev. Dennis Howard: howard.dennis41@yahoo.com

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10. There will be no Sunday School until further notice.
11. The nursery is closed until further notice.
12. The church will only be opened for Sunday worship services, except for prearranged appointments with the minister in his study. Anyone (including keyholders) wishing to enter the church during the week must also prearrange entry with the minister or the church administrator. Masks are mandatory.
13. The upstairs washrooms will be marked as UNISEX during the COVID-19 pandemic.
14. Only one person is permitted in a washroom at a time with exceptions made for members of the same household. To prevent toilet spray, ensure that toilet lids are down (closed) before flushing the toilet. **Before and after** using the facilities please sanitize the washroom door handle, light switch, taps, counter top and toilet flush handle using cleaning products provided.
15. Offering Procedure: LPC has offering plates at the entrance to the sanctuary and at the patio door exit. Congregants are asked to drop their offering into the plate and following, to use the hand sanitizer provided. Alternatively, congregants may mail or donate by methods suggested by the church (in our case it is the Bell Tower). Electronic offerings are also available via PAR. PAR set-up instructions are available through the Church Office.

Reserve a Seat

16. People must reserve a place in any given worship service by telephoning or emailing the church office in advance of the service. People with a cough, fever or other COVID-19 symptoms should refrain from attending public worship until they are well again. By reserving your seat in a worship service, it is understood that you are agreeing to hold LPC free from any liability around contracting COVID-19. This will be made clear to the people when they phone in to make their reservation.
17. Only those who have reserved a place in advance will be admitted to a worship service.
18. A list of attendees at worship will be kept, along with their contact information. Attendees' names will be checked off as they enter the building. The lists will be kept for a minimum of 30 days for use in contact tracing should a diagnosis of COVID-19 be reported amongst those who attend worship at LPC. This is a requirement of the BC Health Authorities.

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19. **IMPORTANT NOTICE:** Should a congregant who has attended worship be diagnosed with COVID-19 they must immediately contact the church administrator who must in turn contact the public health authorities.
20. In the event of a COVID-19 diagnosis in anyone who has attended an LPC service, the church will be closed for a deep cleaning.
21. A door monitor will ask people as they prepare to enter the church if they are suffering from any of the following COVID-19 symptoms in past 14 days: fever, cough, bubble (how many are in your bubble).

Arrival for Worship

22. Attendees will be escorted as they enter and exit the church to be sure that social distancing guidelines are adhered to. In order to accomplish this the following will be done:
 - a. Starting on the driveway and continuing into the sanctuary, tape marking off 2 meters of space will be installed.
 - b. A door monitor will control the entry of congregants and their movement through the narthex to be sure they maintain social distancing.
 - c. Two ushers will be posted inside the sanctuary to escort people to a seat thus ensuring social distancing guidelines are adhered to.
 - d. There will be no preferred seating (customary pew). This is to prevent repeated traffic flow past any congregant who is seated. **EXCEPTION:** For those who are unable to sit comfortably in a pew they may use a chair behind the pews. However, these congregants will be seated last. They will be required to wait outside at the appropriate distance (either in their car or seated in the driveway) until all other congregants are seated. Cell phone contact may be required to notify the person that they may enter the building.
23. Every other pew is taped off and left unused to provide social distancing from front to back of the seating area.
24. Each occupiable pew will have a movable 2-meter-long bar in place to be used to mark social distancing in each pew between people who are not members of the same household. Members of the same household are not required to social distance while seated in the pews.

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During Worship

25. There will be no congregational singing during worship therefore we will not be required to stand. Whenever possible a soloist will sing for us. Congregants may follow along singing to themselves under their breath but may not sing out loud. Hymn books and Bibles have been removed from the pews.
26. Hand contact with pew backs and other commonly contacted surfaces within the church should be avoided when ever possible.

Leaving Worship

27. At the conclusion of services ushers will direct the people in exiting the church. Congregants are to wait to exit until their turn is directed by the ushers.
28. Congregants must leave the building and the area directly in front of the church entrance without gathering or stopping to socialize. The social (physical) distancing measure of 2 metres of separation must be maintained while on church property.

Post Worship

29. All high contact areas will be disinfected after each service including: door knobs, light switches, pew backs and sides, toilet taps, counter tops and seats. A cleaning/sanitizing checklist will be provided and is to be completed after each gathering in the church.
30. Audio visual equipment must be cleaned after each use. Only people trained in using the equipment will be allowed to have contact with this equipment during the service.

Compiled and Approved by LPC Session

Sources for health and safety information given (i.e. COVID-19 symptoms)

<https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/symptoms.html>

<https://www.worksafebc.com/en>

<https://www.bccdc.ca> (BC Centre for Disease Control)

Document from the BC Centre for Disease Control / BC Ministry of Health:



Guidance_Faith_Based
.pdf

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