



## Plan for Resuming In-Person Worship

Approved by Congregational Council on August 12, 2020

### The Lutheran Church of the Good Shepherd

1530 Foulk Road Wilmington, DE 19803

Phone: (302) 478-3030 E-mail Address: LCGSDE@gmail.com

We are pleased to be able to offer in-person worship once again. To keep our community healthy, here are the guidelines we will follow as we come together again. We will continue to offer online worship.

#### Who should not attend in-person worship?

Any person not feeling well or having a higher than normal temperature should stay home. Any person whose most recent COVID19 test was positive should stay home for 10 days following the positive result or 10 days following the last sign of symptoms, whichever is later. Any person who has been within 6 feet of a person not a part of their household / isolation group for 10 minutes or more, within the past 2 weeks, where one or both individuals are not wearing masks should stay home.

All vulnerable individuals, including those at high risk of severe illness from COVID-19, are strongly advised to stay at home. Members of households with vulnerable residents should be aware that by returning to work or other environments where distancing is not practical they could carry COVID-19 home. Participants should agree not to attend worship or other in-person activities if they are feeling ill (at all), have been exposed to COVID-19 or someone who has tested positive for COVID-19. If you are part of a high risk group, you are free to make your own decisions and choices, but you are strongly encouraged by Good Shepherd, the CDC, and State and Local Officials to not come to in-person worship at this time. All people are encouraged to participate online, through Zoom, YouTube or Facebook.

Each Wednesday a Google Form will be sent with the weekly email, and those who plan to attend worship on the upcoming Sunday are asked to RSVP by the end of the day on Thursday, indicating the number of people from each household who will be present. This information will help us manage capacity, so we will know how many visitors and guests we may welcome. On Sunday morning we will welcome those who have not completed an RSVP until capacity is reached.

Visitors and guests who may not be aware of these guidelines or have not completed an RSVP will be directed to these requirements and asked to affirm that they meet these standards at the door by the Greeter. We will welcome them, if capacity allows.

Those who arrive after our capacity has been reached will be invited to watch the service online offsite.

### **Face Masks**

All those who enter the building will be asked to wear a facial mask at all times. The exception to this is for worship leaders who are standing in designated places only, at least 13 feet away from others, and musicians in designated areas. Also, those receiving Holy Communion may remove their masks for the brief moment they are consuming the elements.

We request that participants bring a mask from home, but Good Shepherd will maintain a small supply of masks for those who forget to bring them, which should be taken home following worship. Greeters will be responsible for meeting guests at the door to ensure all are wearing masks.

### **Social Distancing and Seating**

All participants who are not from the same household will keep 6 feet social distance between one another at all times.

Seating will be restricted to comply with the six (6) feet social distancing requirements, except members of the same household may sit together. There should be a six (6) foot radius around individual household units – including next to them, in front of them, and behind them.

Worship services will be limited to 30% of our Fire Marshall Capacity which we have determined to be 70 persons (which includes worship leaders and staff). This number may be re-evaluated as conditions change. However, due to seating restrictions and household configurations, the maximum number may be lower.

Ushers will monitor seating capacity as the worship space is filled.

Young children must remain with their parent/guardian at all times and parents must ensure that children are not running around the space unattended or in ways that compromise the 6 feet social distancing guidelines.

Holding microphones is prohibited by state mandate – they must be self-standing or lapel style and sanitized after each use.

## **Worship and Worship Materials**

We will use screens to project the liturgy for worship. The worship slides may be downloaded to a digital device prior to worship. Printed materials will be very limited and will only be given to those for whom other methods are not possible. Those who need a printed version of the slides may pick one up in the Narthex.

All worship materials (hymnals, pens, offering envelopes, children's bags, etc.) will be removed from the worship and gathering spaces.

Congregational singing during services is not permitted, and choirs should not be utilized for singing during services. Single singers or duos may sing as long as social distancing of 10 feet between the singers can be observed.

We will refrain from passing a collection plate during the offering; there will be an offering station at the center entrance to receive offerings. Mailing a check to the church office and using online and automatic withdrawal options are strongly encouraged.

The Sharing of the Peace, if added to the liturgy, shall be done at a distance through exchange of words, waves, offering a reverent bow, a peace sign or any other socially distanced communication of the sharing of peace.

There will be no receiving line at the door before or after worship.

Good Shepherd will continue to provide dial in access and online resources, including Zoom and livestream to YouTube and on our website, even when in-person worship resumes. Some worship leaders (lectors, assisting ministers, communion assistants) may be participating via Zoom.

## **Holy Communion**

Once celebrating Holy Communion in-person is added to our worship we will follow clear guidelines for distribution:

Tables with trays of pre-filled glasses of grape juice will be placed on either side of the sanctuary. Gluten-free wafers will be available on the tables with the tray of juice for those who need them.

The minister will stand at the altar with the elements at least six feet away during the words of institution. When distribution begins, the ministers, one for each side of the sanctuary, will use hand sanitizer, put on gloves and wear a face mask. One minister will offer words for both bread and cup.

The minister will invite household groups to come forward, one group at a time, to receive the wafer from the minister, then take a glass of juice from the tray. Please only touch one glass. Baskets will receive the used glasses.

Once one household group has returned to their seats, the next group will come forward, at the ministers' direction. The stations will move from the sides of the worship space to the front to minimize movement of the congregation.

Those distributing the elements will commune each other at the end of the distribution.

### **Other Considerations**

Worship Services will not exceed 1 hour.

Nursery Care will not be offered during this time.

Restrooms across from the Nursery and the Family Restroom will be available as needed. Restrooms will be cleaned after each event. Restrooms in other parts of the building will be closed.

Water Fountains will not be in use at this time.

Coffee and other refreshments will not be offered at this time.

The kitchen, fellowship hall, gathering room, music rooms, youth room, and other classrooms will not be used. The doors leading from the narthex to the foyer will remain closed to limit access to other parts of the building. All those arriving for worship should use the main entrance that leads to the narthex (Chatham neighborhood side, not the Foulk Rd side of the building). For contact tracing purposes, all who participate in worship must check in with a greeter who will record contact information.

## Roles and Responsibilities for Worship

### Council Host- Need 1 per service

Each Sunday a designated Council member will serve as host for the worship event. They will be a resource leader for those serving that week. They will be responsible for working with the ushers to meet capacity needs and will enforce the mask requirement.

### Greeters- Need at least 2 per service

Greeters should open doors for entering/exiting attendees. A designated Greeter will check names off the on-line registration record and for those who did not use the reservation system will record names and contact information for all participants. They should ensure that people are wearing masks as they enter the building. If anyone is not wearing a mask, they should be invited to take one of the masks we will have on hand for them. If the individual refuses to wear a mask, the greeters should immediately let the [Council Host](#) know and they will ensure that either the individual wears a mask or leaves the premises.

### Ushers- Need 2 per service

Ushers will direct worshipers to seats, with one household seated in each group of chairs in the worship space. At the conclusion of worship, ushers will dismiss each seating group individually.

### Acolytes

If used, acolytes may light and extinguish the candles, before and after worship, and will sit with members of their household.

### Altar Guild

Altar Guild Members will prepare Holy Communion in the days prior to worship, maintaining social distancing and wearing gloves while handling elements.

### Technology Ministers- Need 2 per service

This new role will manage the technology for our Zoom worship, with one person controlling the cameras and sound in the sanctuary and the other controlling the Zoom meeting, PowerPoint and YouTube livestream. Training will be provided

### Lectors, Assisting and Communion Minister- Varies by service

These ministers will continue to support the community in worship by leading prayers, readings and leading Breakout Rooms for Zoom Holy Communion. In-Person distribution of Communion may also be needed. These roles may be filled by those in-person or on Zoom.