

Redwood In-Person Reopening Plan

Health and Safety Team:

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Rational:

Redwood's Health and Safety Team (HST) is a group of people from a variety of backgrounds and ministries within the church formed to provide strategies, reflection, and discernment during COVID-19. Working in partnership with staff and church leadership, HST helps Redwood UMC consider and implement worship in the safest way possible. This plan outlines RUMC's health and safety requirements for drive-in and in-person worship, building usage, and cleaning during COVID-19.

Resources:

- UMC Virginia Conference Resources: <https://vaumc.org/return/>
- Virginia Department of Health: <https://www.vdh.virginia.gov/coronavirus/schools-workplaces-community-locations/faith-based-organizations/>

COVID-19 Cleaning Practices:

- Before the initial service and after each additional service, intense cleaning of high touch areas with a spray cleaner will be done. Cleaning will be done by an approved cleaning product, such as what is listed on the CDC website. Examples of such cleaners are: bleach and water solution, Fantastik, Lysol spray cleaner, Decon-30. Once cleaner is applied, these “high touch areas,” will need to air dry for the best sanitation. If air drying is not possible, the cleaner will need to sit on surfaces for 1-2 minutes before being wiped dry.
 - Volunteers will need to be organized for these duties, with the following precautions taken:
 - Gloves must be worn during cleaning and disposed of immediately afterward.
 - Masks and Aprons are worn during cleaning (These may be cloth aprons and masks that are laundered afterward per CDC recommendations.)
- Bathrooms will need to be monitored by a volunteer during services to make sure that they are being cleaned between use. A protocol of 1 person at a time with cleaning between uses will be used.
- “High Touch Areas” primarily include:
 - General Areas: door handles, railings, counters, light switches
 - Bathrooms: sinks, faucets, countertops, toilet flush handles
 - Seating: pew backs, pew end rails, pew seats, chair seats and chair backs, table tops
- Removal of Commonly Touched Items:
 - Bibles, hymnals, attendance pads and any literature in pew racks, seat backs, and high-traffic areas
 - Pew seat cushions
 - Water fountain will be turned off

Communication Plan:

- All information pertaining to requirement for attendance will be available on our website, Facebook, and via church wide congregational email.
- No paper bulletins will be given at any service.
- Invitation for church to continually check these sources to stay informed.

Worship:

During Phase 2, the following practices will be observed in accordance with the VAUMC TAM Guidelines for Phase 2. Redwood's requirements are as follows:

- No in-person singing - including congregational singing. This includes soloists.
- All entrances will include Virginia's required signage & the required signage from the VAUMC
- There will be only one entrance and exit
- We will use first in last out protocol when entering and exiting the sanctuary.
- The area outside the sanctuary and restroom hallway, including the welcome center and choir room will be off limits to all attendees.
- All must wear masks, fully covering their nose and mouth. (with the exemption of a drive-in service)
- Offering will be collected as people exit worship by dropping the offering into a basket or box.
- All persons planning to attend must submit the online register attendance **four days** in advance of the worship service.
- Volunteers will remind people to maintain 6ft distance outside & inside at all times.
- Redwood will maintain compliance with all CDC, VA Department of Health & VAUMC Requirements.
- Please see additional requirements below (see Requirements for Redwood's In-Person Worship & Redwood's Drive-in worship)
- Hand sanitizing stations will be available throughout the facility

Requirements for Redwood's In-Person Worship:

In order to attend in-person worship at Redwood UMC starting July 19th, the following requirements must be followed:

- All persons are required to wear a mask at all times while on church grounds, whether inside or outside the building. Masks must fully cover both the nose and mouth.
- All who participate in worship must register with the church in advance. Registration should be done at least **four days** before the service so there can be adequate planning. Additionally, you will be required to fill out the Health Acknowledgment Form online weekly. Access to the form is available through Redwood's website at www.redwoodumc.org. This form provides the church with a record that can be used to follow up if someone tests positive for COVID-19 so that proper contact tracing can take place. It also allows the church to survey and prepare for the persons who attend an in-person service.
- Strict physical distancing - 6 feet or more - will be practiced at all times. There will be no hugging, handshaking, fellowship times, or food provided.
- There will be no congregational singing.
- Seating will be assigned to ensure that 6 feet of distance is maintained at all times. There must be 6 feet between the people on each pew unless they are family members that have been together since March 12, 2020. (i.e. live with currently)
- No bulletins will be given out at the service. A digital bulletin will be made available in advance for your personal viewing or printing.
- Before leaving to attend the limited in-person worship service, each attendee must:
 1. Take his/her temperature. It must be less than 100.4 degrees Fahrenheit in order to attend worship;
 2. If you are feeling ill, stay home.

Requirements for At-Risk Drive-In Worship: (See map handout attached below)

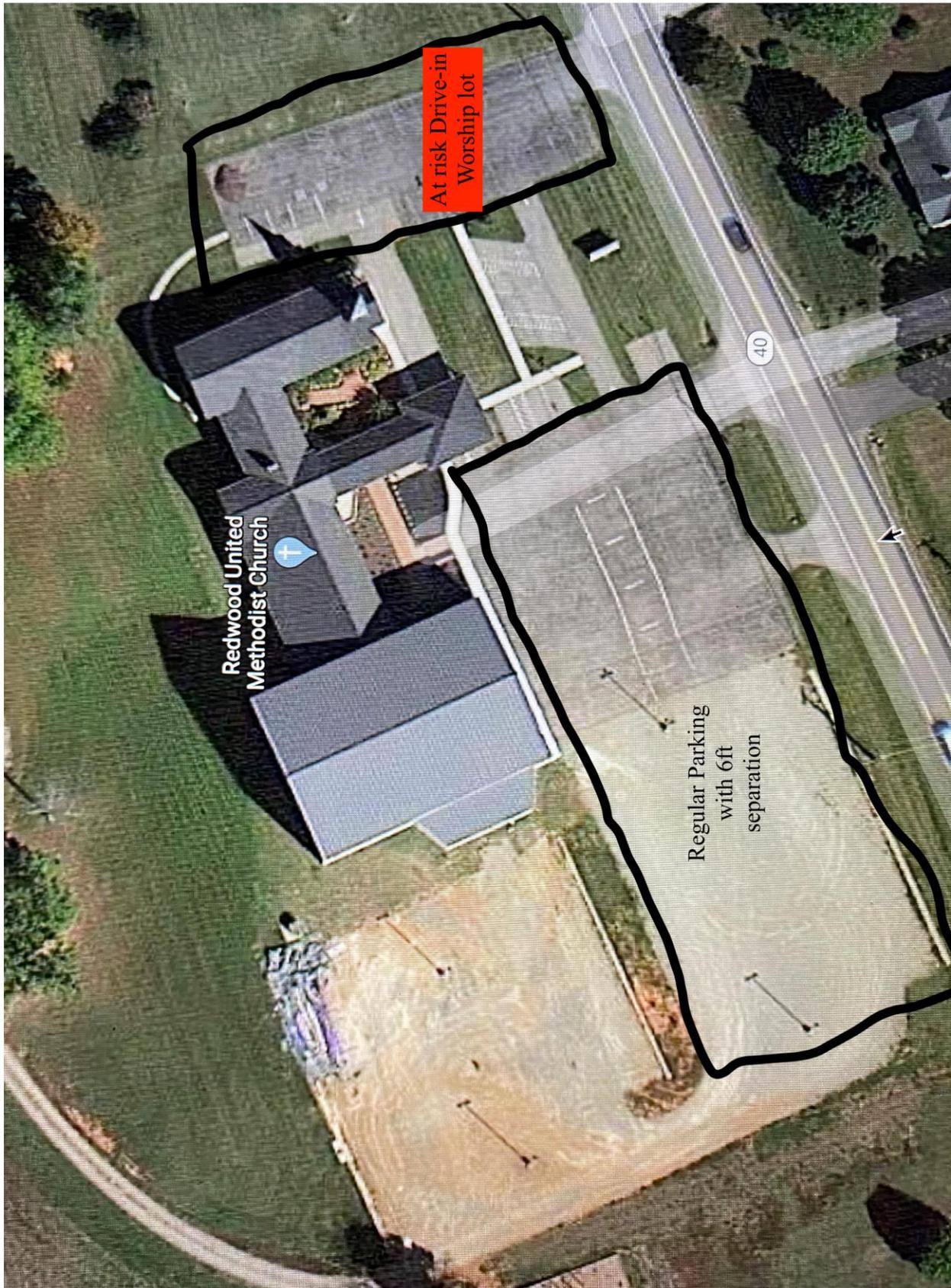
For members who are at risk, have concerns about resuming worship, and/or have issues accessing or utilizing technology, we are providing a space to engage the service via radio from Redwood's upper parking lot. As with In-Person Worship, there are requirements to enable the safest worship experience possible. These are as follows:

- All who participate in drive-in worship must register with the church in advance. Registration should be done at least **four days** before the service so there can be adequate planning.
- While not required for drive-in worship attendees, volunteers for drive-in worship must fill out the Health Acknowledgment Form online. Access to the form is available through Redwood's website at www.redwoodumc.org. This form provides the church with a record that can be used to follow up if someone tests positive for COVID-19 so that proper contact tracing can take place.
- Strict physical distancing - 6 feet or more - will be practiced at all times. There will be no hugging, handshaking, fellowship times, or food provided.
- Parking will be assigned every other space to ensure the proper social distancing is maintained at all times. Cars will be parked in every other spot to maintain proper social distancing.
- **Do not leave your vehicle to socialize with anyone.**
- No bulletins will be given out at the service. A digital bulletin will be made available in advance for your personal viewing or printing.
- No restrooms will be available.
- Before leaving to attend the limited drive-in outdoor worship service, each attendee must:
 1. Take his/her temperature. It must be less than 100.4 degrees Fahrenheit in order to attend worship;
 2. If you are feeling ill, stay home.

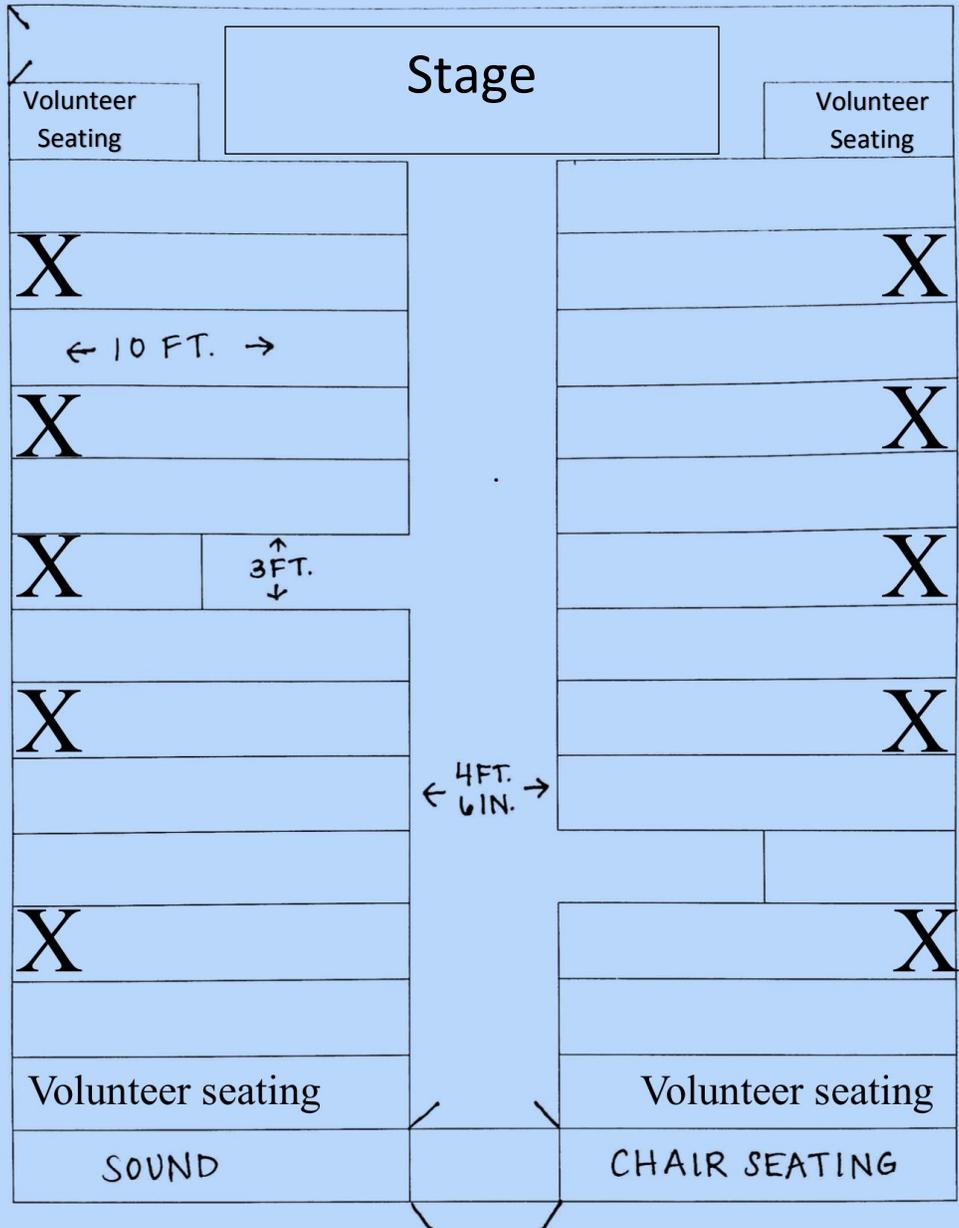
Facility Usage Policy (COVID-19):

These policies must be followed for all gatherings, including but not limited to Recovery Connection, UMW, children's and youth ministries, adult classes, team meetings, and outside groups.

- All groups will not exceed 50 persons in total, including volunteers.
- All participants must have a Health Acknowledgement Form submitted prior to the gathering. The Health Acknowledgement form is to be resubmitted on a weekly basis. The group holding the event must also submit their attendance electronically to Redwood's office **no more than a week** after the event. (This will allow for contact tracing)
- All church-related groups (Recovery Connection, UMW, etc.) must notify the church office **one week** prior to meeting so that adequate preparations can be made such as designating the area to be reserved, which entrances, exits, and restrooms will be used.
- All outside groups that are not directly a ministry of Redwood must notify the church office **two weeks** prior to meeting, have the approval of Redwood's Trustees, and with agreement in writing to adhere to Redwood's Health and Safety Team requirements and the policies/guidelines of Redwood's Trustees, and so that adequate preparations can be made such as designating the area to be reserved, which entrances, exits, and restrooms be will used.
- Any use of the church facilities will require staying in the designated area that has been reserved. Outdoor spaces offer the safest environment as the weather affords. Use of the outdoor pavilion before use of the building is highly encouraged.
- Any use of the church facility, indoor or outdoor, by any group will require appropriate cleaning in the designated areas that have been used, including restrooms and any other "high touch surfaces" according to Redwood's COVID-19 Cleaning Practices.
- All persons are required to wear a mask that fully covers both the nose and mouth at all times while on the church grounds.
- Strict physical distancing - 6 feet or more - will be practiced at all times. There will be no hugging, handshaking, fellowship times, or food provided.
- Before leaving to attend any gathering, each attendee must:
 1. Take his/her temperature. It must be less than 100.4 degrees Fahrenheit in order to participate in the gathering.
 2. If you are feeling ill, stay home.



Seating Chart



Reopening Plan

Page 9 of 9

Rev. 3

7/15/20

Health acknowledgment form example:



Rev. Payne (540) 483-9090 pastorclayton@redwoodumc.org

Form Effective: July 15, 2020
Form Expires: July 22, 2020

Church: Redwood UMC 473358
Pastor: Rev. Clayton W. Payne

Please respond to the following questions, so we may keep you and other congregants gathering with you safe and healthy. These questions are to screen for persons who could transmit the virus causing COVID-19. The information will remain confidential and reviewed only by your local clergy. The District Superintendent, Bishop/Cabinet, and Department of Health will review only if necessary.

I acknowledge:

1. I have not had 2 or more of the following symptoms of COVID-19 in the past 14 days:

- Fever
- Shortness of breath or difficulty breathing Chills
- Persistent cough
- Flu-like symptoms
- Diarrhea or intestinal upset
- Fatigue
- Sore throat
- Headache
- Muscle pain
- Recent loss of taste or smell

2. I have not been in contact with anyone experiencing symptoms of COVID-19 (identified above) in the past 14 days.

3. I have not tested positive for COVID-19, nor am I awaiting test results, nor have I tested positive and have not subsequently had complete resolution of COVID19 symptoms.

4. I will immediately notify my pastor if after attending In-Person Worship I develop 2 or more symptoms of COVID-19, will avoid contact with others and will seek medical attention.

I can answer 'YES' to all of the above questions. **Rev. Payne : Yes, I Agree**

If you cannot answer 'YES' to all of the above, we ask you to wait before attending any in-person gatherings at church until you can answer affirmatively.