

**ST. PAUL'S EVANGELICAL LUTHERAN CHURCH - NEWARK OHIO  
IN-PERSON WORSHIP SERVICE POLICY FOR SATURDAY AND SUNDAY WORSHIP**

**AS WE BEGIN TO OPEN ST. PAUL'S BACK UP FOR IN-PERSON WORSHIP  
WE ARE CURRENTLY ONLY HAVING A SERVICE ON SATURDAY  
AT 4 P.M. FOR ALL CONGREGANTS.  
Other services will be added at a later date.**

**All congregation members and guests enter the building  
and attend services at their own risk.**

This In-person Worship Service Policy is effective as of July 4, 2020 and will remain in effect until further notice. This policy was approved by St. Paul's Evangelical Lutheran Church Congregation Council on June 29, 2020 for the resumption of in-person worship services, while complying with health guidelines, the Southern Ohio Synod and ELCA guidance, and providing reasonable precautions for the protection of members and staff from transmission of Covid-19. This policy will be reviewed and adapted as conditions may dictate in the future. St. Paul's will adhere to these guidelines. We are not responsible for individuals' actions and assume no liability.

**Do not come to church if you feel sick, have a fever, another symptom of Covid-19, if awaiting a Covid-19 test result, have been diagnosed with active Covid-19, have been around someone with Covid-19, or have a compromised immune system. It is at each person's discretion to take part in the in-person services.**

- Masks or coverings over the nose and mouth are REQUIRED at the present time. If you forget or don't have one, one will be provided for you. If you are unable or unwilling to wear a mask you will be directed to Danford Hall where there will be seating so that you may sit and listen to the service.
- Services will be held in the main sanctuary of the church only. We will not be opening the chapel and rooms that are not being used will be locked.
- The main front door of the church will be used for entering the church and those needing a handicap entrance should use the West (back) door.
- Every other pew in the sanctuary will be blocked off for social distancing purposes.
- Families/spouses/couples may sit together but we ask you to maintain a 6 foot distance from your other neighbors.
- There will be no books, pencils, attendance sheets, envelopes, or laminated articles in the pew backs and there will be no seat cushions.

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- A printed bulletin will be provided with everything in it for worship services and the Service of the Word will be used.
- Hand sanitizer will be placed in every pew back, and in multiple places throughout the church; however, we encourage you to bring your own.
- During the sign of the peace we ask for no contact with your neighbors. Feel free to wave.
- There will currently be no choir or singing of hymns by the congregation. The exception will be individual musicians, piano or organ. No brass or wind instruments will be utilized.
- There will be no speaking in unison.
- There will not be any communion at this time.
- There will not be a receiving line following the service.
- A plastic shield at both the lectern and the pulpit will be installed.
- There will be two ushers for the service (one at the front door and one at the back) but NO greeters at this time.
- One usher will be taking attendance before the service. We ask that those in attendance give your name to the usher so that they can record it.
- 6-foot markings will be on the floor for those waiting to use the restrooms. There should only be one person in the restroom at a time in order to maintain proper distancing.
- There will be no coffee or snacks offered before or after the service and the water fountain will be out of service. Please bring your own bottle of water if you wish.
- There will not be any VBS, nursery, children's activity bags and no summer Sunday school for children at this time.
- Windows and doors will be opened to allow for the flow of fresh air. We will not be using the air conditioning to minimize droplet spread.
- Following the service, ushers will dismiss row by row starting at the front. Please exit using the side aisles and do not linger in the church to talk.
- We ask that any socializing be kept to a minimum unless you are outside the building.
- The offering plate(s) will be in the back of the church at the conclusion of the service for you to place your offering in as you exit the building. We will not be passing the plates during the service.
- The sexton will be cleaning the church on Friday's following Bible study and again on Monday to sanitize following the Saturday service.
- Baptisms, Weddings and Funerals will be determined on a case by case basis.

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- The dial-up message "St. Paul's in the Cloud" will be maintained. The dial-up number is 1-740-247-5551. In addition, the service will be recorded and posted online via Facebook and YouTube.

**Please note:** These guidelines are provided to supply pastors in advance. Pastors have the right to not proceed with a service if participants are not following what is stated above.