

RE-ENTRY PROCEDURE FOR START OF SERVICES AT WUC

PLEASE NOTE: NO ONE SHOULD ARRIVE AT CHURCH WITH ANY COUGH OR RESPIRATORY UPSET EVEN IF SYMPTOMS ARE MILD

- Function: Church Service in Sanctuary
- Attendees: Approximately 80 -100
- Age: Mostly adults, some seniors, youth & children
Sunday School protocol will be under separate cover.
- Facilities: Sanctuary, lobby and hallway in new wing, Room A, Room B, washrooms on main floor, sound, video, windows, ceiling fans on, wooden doors open to circulate air. No floor fans to be used. All activity on Main Floor only.
- Entrance: Non medical masks are mandatory and should be put on prior to leaving vehicles. Woodlawn United to supply masks to those who arrive without masks. All staff and ushers will wear masks. Children under the age of 4 are not expected to wear masks. Minister may remove their mask at start of service.

Although hand sanitizer is available, congregants may bring their own small bottle. Self distancing and coughing sneezing etiquette is to be observed at all times. **Handshaking, hugging or contact of any kind is to be avoided.** With the exception of infant feeding, please no food or beverages (incl bottled water, and water bottles, coffee/tea)

Entry into the building is through glass doors of the new wing. Please use hand sanitizer when you enter. Congregants will self declare health on form e-mailed to them in advance. Completed form to be placed in tray at Welcome Table. In event of bad weather, proceed through glass door, turn right, and proceed down hall and self distance in Rooms A and B waiting to hand in declaration form.

- Offerings: Containers will be located at sliding door of Sanctuary, and in the main Narthex, for church offerings. During the offertory, the Minister may mention that the containers are available upon exiting.
- Seating: Congregants are asked to wait at sliding door of Sanctuary to be asked by an usher to be seated. There are three ushers: two at side aisles and one at the center aisle. Seating will be from front to back. There will be no standing, singing or response by congregants during service. It is asked that once you are seated, you remain in the same place. If a congregant has to leave please practice self distancing.

**A diagram of seating arrangement is attached to this note
PLEASE RESPECT AREAS MARKED FOR NON USE.**

Exiting: Designated ushers will direct congregants when to leave (a reminder from the pulpit after the benediction would be helpful) from back to front continuing to self distance until all have exited.

Facing back of Sanctuary left aisle exits through glass doors in new wing, left and right center aisle exit left wooden doors, and right side aisle exits through right wooden doors.

Congregants are asked to stay seated until their aisle is asked to exit. All congregants should go directly to cars and leave parking lot. No socializing is requested and advised.

Washrooms: Only two congregants at a time in the washrooms. If a line up forms outside the washroom, please remember to continue to self distance while waiting. Families can be more than two in family washroom as they are a bubble .

Post: All surfaces should be cleaned professionally as well as door knobs and washrooms. If room A&B are used it should be noted to tell cleaners when they arrive on Monday. A completed checklist and contact information should be left in church office. Tellers should be available from A&M to deal with Offering.

THE SYMPTOMS OF COVID-19

- New or worsening cough
- Shortness of breath or difficulty breathing
- Temperature equal to or over 38 C
- Feeling feverish
- Chills
- Fatigue or weakness
- Muscle or body ache
- Loss of smell or taste
- Gastrointestinal symptoms
- Feeling very unwell

While we welcome you back to our in-sanctuary services, this will not be church as we once knew it, but our worship services will continue to be filled with the spirit and love of God. Your patience and cooperation is greatly appreciated, as we navigate uncharted waters, together.