

## **First Presbyterian Church of Parkersburg**

### **STEPS for RE-OPENING**

# **PHASE ONE**

### **WHAT TO EXPECT WHEN RE-OPENING STARTS**

- Cleaning and Sanitizing of the church will be completed before each service
- Maintain one entrance to the church – the main front doors (emergency EXITS will be maintained and operational)
- All persons entering will be asked to provide their name and phone number. This replaces the passing of attendance registers and provides contact tracing if the need should arise
- Hand sanitizing station will be located in the foyer as you enter
- There will be no “Coffee Hour” until further evaluation
- Restrooms will be limited to one person at a time
- The only portion of the church that will be accessible is the entrance and the Sanctuary. All other areas are closed
- Bulletins will be placed singly on tables at the back of the church. Pick up only the one for yourself
- There will be no Communion until further notice and evaluation
- Offering will be received at the back of the church
- The entrance, floors and pews will be marked in 6 ft. increments as a reminder to maintain proper social distancing. Anyone living in the same household may sit together
- There will be no choir in the choir loft
- Every two pews will be closed to maintain safe social distancing
- We ask that you wear a face mask for the protection of all
- There will be no nursery or children’s activities
- If you are not feeling well, or not comfortable with attending in-person yet, we ask you to join us that Sunday by Facebook live stream or request a CD of the service
- Due to the square footage of the chapel there will be no 8:30 a.m. service until further evaluation
- Dismissal at the end of the service will be conducted from the back to the front by the ushers. Please wait patiently
- The Church will remain closed to the public during the week until further notice and evaluation
- NO IN-PERSON MEETINGS. We encourage all committees to continue to meet by conference call and Zoom

## First Presbyterian Church of Parkersburg

### STEPS for RE-OPENING

# PHASE TWO

- Cleaning and Sanitizing of the church will be completed before each service
- Maintain one entrance to the church – the main front doors (emergency EXITS will be maintained and operational)
- All persons entering will be asked to provide their name. This replaces the passing of attendance registers and provides contact tracing if the need should arise
- Hand sanitizing station will be located in the foyer as you enter
- There will be no “Coffee Hour” until further evaluation
- Restrooms will be limited to one person at a time
- Bulletins will be placed singly on tables at the back of the church. Pick up only the one for yourself
- There will be no Communion until further notice and evaluation
- Offering will be received at the back of the church
- The entrance, floors and pews will be marked in 6 ft. increments as a reminder to maintain proper social distancing. Anyone living in the same household may sit together
- There will be no choir in the choir loft
- Every two pews will be closed to maintain safe social distancing
- We ask that you wear a face mask for the protection of all
- There will be no nursery or children’s activities
- If you are not feeling well, or not comfortable with attending in-person yet, we ask you to join us that Sunday by Facebook live stream or request a CD of the service
- Dismissal at the end of the service will be conducted from the back to the front by the ushers. Please wait patiently
- The 8:30 a.m. Service **will resume** with social distancing observed; face coverings should be worn
- The Church will remain closed to the public during the week until further notice and evaluation
- In-person meetings **may resume** with proper social distancing, and with face coverings utilized

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### STEPS for RE-OPENING

# PHASE THREE

- Cleaning and Sanitizing of the church will be completed before each service
- Hand sanitizing station will be located in the foyer as you enter
- Coffee Hour **will resume**
- Restroom occupancy will no longer be limited to one person
- The church will be opened throughout
- Offering will be received at the back of the church
- The entrance, floors and pews will be marked in 6 ft. increments as a reminder to maintain proper social distancing. Anyone living in the same household may sit together
- There will be no choir in the choir loft
- Every two pews will be closed to maintain safe social distancing
- We ask that you wear a face mask for the protection of all
- There will be no nursery or children's activities
- If you are not feeling well, or not comfortable with attending in-person yet, we ask you to join us that Sunday by Facebook live stream or request a CD of the service
- The Church office will be open during regular hours in the week

## First Presbyterian Church of Parkersburg

### STEPS for RE-OPENING

# PHASE FOUR

- Cleaning and Sanitizing of the church will be completed before each service
- Hand sanitizing station will be located in the lobby as you enter
- **Resume all regular activities, such as services, meetings, etc.**
- Face masks are optional
- If you are not feeling well, or not comfortable with attending in-person yet, we ask you to join us that Sunday by Facebook live stream or request a CD of the service