



## Re-Opening the Church Building for Worship

### Instructions for Attendees

We are looking forward to gathering together! It has been a long time, and I am sure many of you are feeling the weight of not gathering together, and we look forward to doing that this Sunday, June 21. We desire to hear each other sing, pray, read and hear together the preaching of God's Word and see each other face to face. We want to practice the ordinances together and to remind one another through the Word of God of the grace he has so lavishly poured out on us. As we get ready to gather together, there are a few things that we need to be aware of. We have put this document together to help guide us as we gather together to worship. Please read over this as you continue to contemplate if you will be attending our worship gathering. Please continue to pray for our deacons, pastors, and members as we move forward. We have a desire to be faithful to what God has called us to do and be along with following the guidelines laid out by our Health Unit.

As we move towards gathering together again as a church, please know that a lot has changed in how we will continue to minister to one another. We will continue with our online presence with streaming our services live and having them available to watch later. We will continue with our online prayer meetings and classes as well. So when you hear that we are opening to gather to worship, please don't hear that we are stopping in our online presence. As you know, we are pushing forward with improving our ability to do that. As we begin to gather again, please be considerate of one another, showing each other the same love Christ has shown us. So here is a summary of how we will be gathering together as a church.

If you have any questions, please call the office at 519-455-2090 or email us at [office@knollwood.ca](mailto:office@knollwood.ca).

## Summary

Please do not attend if you are considered vulnerable, sick, or uncomfortable. If you answer “yes” to any of the following questions, please stay home:

AM I SHOWING ANY FLU-LIKE SYMPTOMS?

HAVE I HAD A FEVER OF 100.4 OR HIGHER IN THE PAST 14 DAYS?

HAVE I HAD EXPOSURE TO SOMEONE WHO HAS TESTED POSITIVE FOR COVID-19?

HAVE I BEEN OUT OF THE COUNTRY IN THE PAST TWO WEEKS?

IS THERE ANY MEDICAL REASON WHY I BELIEVE I SHOULDN'T BE AROUND OTHERS?

If you are unable to attend our worship gathering, consider these alternatives to physically attending:

- Drive in and stream the service from your car
- Watch the service online at home

## When Arriving before the Service

- Please wait for us to allow you in, through the west doors only
- Consider arriving between 9:35 and 9:55
- Please check in with the Greeter. You can also save time by checking yourself and your family in using the [Church Center App](#)
- Use hand sanitizer on arrival and leaving.
- Wearing a face covering (mask) is strongly recommended for those over the age of 2 and those who do not have a medical condition that precludes wearing a mask. Bring your own mask if possible. Masks will also be available at church.
- Allow an usher to show you where to sit. Members of the same household may sit together. Others should maintain a distance of 2 metres (6 feet).
- Bibles and an offering plate will be available on a table at the back of the auditorium
- Avoid hand shaking, hugging, fist bumps, and passing items

## During the Service

- **Singing:** The Health Unit recommends “singing by the congregation is strongly discouraged as this poses a particular risk for transmission of illness”. In light of this, we

would ask you to listen and meditate on words sung by our team, hum, sing quietly, so as to protect those around you.

- **Offering** will not be taken up with a passing of the plate. There will be a table set up at the back of the auditorium so that you can continue to worship in this way.
- **Bulletin:** There will be no bulletins to hand out, so please refer to our online bulletin

## When Leaving after the Worship Service

- We will be dismissing one row at a time.
- Please don't congregate in the foyer, but continue to practice social distancing outside.
- Use hand sanitizer on your way out

## Washrooms:

- Please maintain physical distancing of 2 meters in the washrooms. Limit washroom use to two people at a time and allow for space of entering and exiting the washroom.
- Wash your hands and use a paper towel to open the door and throw out paper towel in the waste basket outside of the washrooms.
- Use hand sanitizer once you have exited the washroom.

## Children's Ministry

Note: We currently are not offering Children's Ministry. Families will be asked to stay together. Activity sheets will be sent out for families to print and bring.

Note: As of June 12 2020, Participation should be limited to a maximum of 10 participants, including staff or volunteers.

- Toys, equipment, and surfaces will be properly cleaned before and after use
- Proper health and safety guidelines will be encouraged
- Cleaning log will be posted to keep track of cleaning of facilities
- There will be no singing activities indoors
- Be aware of possible symptoms, self screen and don't attend if sick, if someone is sick they will not be allowed entry
- Drop-off and pick-up should follow social distancing protocols

## Handling of Food

Note: June 12 2020, handing out food is highly discouraged. We will not be serving any food or drink until these restrictions are lifted

- Proper hand hygiene before and after eating
- Each child has own drink bottle and fill bottle as opposed to drinking from fountain
- No sharing food/drinks

- Monitor self for symptoms of Covid-19 fever, cough, trouble breathing for 14 days after attending practice/worship service

## Communion

- Communion will be prepared by an individual while he or she is wearing a mask and gloves.
- Communion elements will be prepared for individual use.
- During communion, people will be asked to come and receive the elements from an individual wearing a mask and gloves.
- People will maintain a safe distance while waiting to receive the elements



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### Instructions for Volunteers

#### Music Team

- On and off stage practicing social distancing
- Singers/musicians/speakers will have individual mics and not touch or use other mics to reduce contact
- Refrain from touching objects not involved in the your role as a music team member
- Practice good respiratory etiquette (sneezing/coughing into tissue or elbow) and hand hygiene (hand washing and/or use of an alcohol-based hand sanitizer).
- Monitor self for symptoms of Covid-19 fever, cough, trouble breathing for 14 days after attending practice/worship service

#### Ushers, Greeters, and other Volunteers

- Ushers, greeters and other volunteers will wear masks, and gloves where appropriate.

- Open the door for those who are entering and exiting the building.
- Have people maintain a distance of 2 metres (6 feet) as they enter the building
- Check in everyone entering the building using the Check-In iPad; keep count of how many people are entering
- Direct people to the hand sanitizer and masks
- Seat people in households together, others at a distance of 2 metres (6 feet)
- Politely ask people to exit the building immediately at the end of service.
- Remind people to use hand sanitizer as they exit the building
- Clean and disinfect after the service
- Greeters will be screening worshippers and asking them to self screen. Offering the worshipper a mask and asking the worshipper to use hand sanitizer as they come and leave.

## Children's Ministry

- No more than 10 individuals throughout the duration of the program
- Clean facilities, toys, equipment and surfaces used and touched both before and after use (door knobs and light switches)
- Make sure materials and equipment used can be properly cleaned (avoid plush toys, playdough, etc.)
- Promote proper health and safety guidelines encouraged through verbal instruction, posters, and visual markers for proper social distancing where possible between non family members
- Maintain cleaning log to keep track of cleaning of facilities that are used by multiple groups
- Cleaning log will be posted to keep track of cleaning of facilities that are used by multiple groups
- Avoid getting close to faces of children
- Avoid singing activities indoors
- Do not touch or hug the children.
- Children's activity sheets will be prepared in advance, labelled with their name, and placed in an envelope with pencils, markers etc. for their personal use
- Be aware of possible symptoms, self screen and don't attend if sick, if someone is sick they will not be allowed entry
- Drop-off and pick-up should follow social distancing protocols, and have a response plan for anyone who may be exposed to Covid-19
- Proper hand hygiene before and after eating
- Each child has own drink bottle and fill bottle as opposed to drinking from fountain
- No sharing food/drinks
- Monitor self for symptoms of Covid-19 fever, cough, trouble breathing for 14 days after attending practice/worship service

- (Note: June 12 2020, handing out food is highly discouraged. We will not be serving any food or drink until these restrictions are lifted)
- (Note: As of June 12 2020, Participation should be limited to a maximum of 10 participants, including staff or volunteers.)