July 20, 2020

**St. John’s – Tower Grove**

**Returning to the Building**

**Criteria to Satisfy Before Reopening**

* 3 prerequisites before returning to the building:

1. There is testing available to people with symptoms of Covid-19.
2. There’s a 14-day decline in the number of hospitalizations in the City of St. Louis.
3. As a 7-day rolling average, there has been a 6-week decline in the number of new cases.

* There will be a thorough cleaning of the church. All Books of Common Prayer and hymnals will be removed from the pews.

**Worship in the Sanctuary**

1. **Capacity**

To worship 6’ apart, a maximum of 42 people will be allowed to sit in the pews. Places will be marked where people can sit. Every other pew will be taped off, so that social distancing can be maintained. The rows will be labeled with numbers, so upon arrival people will be directed by the usher to sit in a particular row.

With a capacity of 42, St. John’s will probably need to hold 2 worship services each Sunday. Reservations will be required. We’ll use EventBrite to record the reservations.

1. **Entering and leaving**

Everyone over the age of 9 will be required to wear a mask. If someone comes without one, a mask will be supplied. The person will be told to keep that mask, not to return it. Hand sanitizer will be available at the entrance to the sanctuary, at the altar, and at the hallway to the bathrooms.

The main doors to the sanctuary from the foyer will remain open to allow a minimum of contact with doors and handles.

The usher will use the list of EventBrite reservations to check off who attends each service. If people show up without a reservation and there’s sufficient room, they’ll be seated. Their name and contact information will be recorded by the usher.

Printed bulletins, containing the entire service including the music and lyrics, will be available. The usher will point to the table where they are located for people to pick up. Parishioners will receive a copy of the bulletin electronically during the week and will be encouraged to bring their own copy or an e-device to use for following the worship service.

The parish hall will not be used. Worshipers will enter and exit through the main entrance. There will be access to the bathrooms.

At the end of the service the usher will dismiss people by calling out the row numbers (beginning at the back of the church, nearest the door), so that social distance can be maintained upon departure.

The collection plate will be kept at the back of the sanctuary, near the entrance.

1. **The worship service**

There will be no choir and no congregational singing. People will not sit in the choir stalls. The crucifer, priest(s) and deacon will occupy the stalls, properly socially distanced.

A soloist may sometimes sing, maintaining 29’ from the nearest person.

There will be no passing of the peace.

St. John’s intends to resume in-person worship using the Agape Meal liturgy. Communion will not be distributed for a period of time, to be determined by the parishioners and vestry after reopening.

Once communion is offered, parishioners will come up to the priest one at a time to receive the host, mask in place. The priest will remain masked and gloved. The parishioner will return to the pew via the side aisles.

1. **Cleaning**

In between the 2 services all commonly touched areas will be wiped down. Worshipers will be requested to wipe down their pew before departing; antiseptic wipes will be made available in the pews for this purpose. The door handles, knobs, toilet sink handles, and toilet handles will also be cleaned.

1. **Streaming worship**

For people who are high-risk, sick, or unable to come, we will livestream worship using Facebook live.

1. **Coffee hour**

Social hour after worship will occur either in the Wainright Building front yard or across the street in Tower Grove Park. Additionally, we’ll occur a virtual coffee hour via Zoom immediately following worship.

**Use of the Building**

1. Distances will be identified by tape marking on the floor and pews.  Hand sanitizer will be placed throughout the building.
2. Face masks for people over the age of 9, and distancing of 6’ must be maintained at all times for any group that meets on site, or any event held in the buildings.
   1. An employee or volunteer who is working alone is not required to wear a mask while working; if joined later by another employee or volunteer, masks must be worn and social distance maintained.
   2. Gloves should be worn when appropriate, if objects/documents are shared freely.
   3. Regular cleaning per the CDC guidelines are to be followed, with training provided for those who need to know, and proper equipment to do the cleaning.
3. Organizations and/or events that meet in our buildings are responsible for monitoring compliance with these guidelines: masks, social distancing, cleaning of areas, etc.
4. Each gathering must maintain a record of those in attendance, in compliance with City of St. Louis Health Department guidelines for tracing. 12-step groups (such as AA and NA) will keep in their possession for a 2-month period a record of attendance of every meeting. All other attendance records will be kept in the Administrator’s office.

**Tenants**

Renters of office space must follow the same guidelines for the rest of the building: masks and social distancing while in the lobby/common areas, cleaning of public surfaces/toilets after each visit.

St. John’s will consult with tenants to determine their needs in terms of training and equipment, which St. John’s will provide.

**Peace Meal**

Peace Meal will continue to serve meals on a to-go basis for the foreseeable future.

When the Peace Meal coordinators return to serving in the hall, they will be responsible for ensuring guidelines are followed: 6’ social distancing while dining, hand washing, and hand sanitizing. Additionally, the coordinators will follow FDA guidelines relative to food handling.  Masks at a dining event are problematic, so mask-wearing will not be required for the Peace Meal.

If the number of guests exceed the capacity of social distancing, shifts will need to be enforced for guests.