**Narberth Presbyterian Church**

**Guidelines and Protocols for In-Person Worship**

**Health and Safety at NPC During the Pandemic**

1. NPC’s guidelines and protocols (s) are governed by common principles. We will:
   1. Ensure the safety and health of our congregation and staff
   2. Be guided by Federal, state, and local guidelines
   3. Monitor COVID trends in Montgomery County and surrounding area
   4. Consult with medical professionals
   5. Communicate regularly with Session and the congregation
   6. Allow modification to relax or constrict controls as health advisories require
2. We ask that all congregants adhere to the **Four Pillars of Health and Safety** while worshipping at NPC:
   1. Mask-Wearing
   2. Social-Distancing
   3. Hand-Sanitizing
   4. Staying Home When Sick

**What You Need to Know Before Attending In-Person Sunday Worship**

1. For in-person worship services, congregants are required to pre-register to manage our capacity and ensure social distancing.
2. The weekly registration process opens on Sundays and closes on Fridays prior to the next Sunday service. Anyone who plans to attend must register by either:
   1. Registering on-line via an NPC link that will be e-mailed to you on Sunday afternoons; or
   2. Calling the Church Secretary at 610-664-4880 to manually pre-register
3. Live streaming of worship services will begin at 8:45 AM, and the video stream will be available on the church website or via the link provided in the usual Sunday morning email.
4. In-person worship services will resume with a single service at 9:00 AM that is generally limited to 60 minutes.
5. Capacity in the Sanctuary/Balcony will be limited to 90; extra space may be created for future services, as needed.
6. Two entrances (Front Door; Windsor Door) will open 30 minutes before the service begins.
7. Congregants should arrive early to accommodate a brief check-in and health screening at the Front and Windsor doors.
8. Social distancing and mask wearing are required at all times on church property. Please bring a suitable mask with you. Bandanas, neck gaiters, or masks with exhalation valves are not suitable masks. If you do not have a suitable mask, one will be provided at the screening station.
9. Parents who bring young children should consider whether their children will be able to follow social distancing and masking requirements (for all children over the age of 2 years) throughout the duration of the worship service.
10. Please do not attend if you fall into one the categories below (but instead participate through the live stream option):
    1. Those who are or have recently been sick
    2. Those who have any symptoms of the coronavirus: fever, muscle pain, headache, sore throat, loss of taste or smell, vomiting, diarrhea
    3. Those who have a pending coronavirus test due to possible infection
    4. Those who have had contact with an individual infected with coronavirus in the last 10 days
11. Also, individuals who fall into the CDC’s high-risk categories for coronavirus should consult with their physician before returning to in-person worship:
    1. Those over 65 years of age
    2. Those with chronic lung disease, moderate to severe asthma, heart disease cancer, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDs, prolonged use of corticosteroids and other immune weakening medications, severe obesity, diabetes, chronic kidney disease on dialysis, liver disease
12. There will be four (4) bathrooms that will be open:
    1. Ground (basement) floor, beneath the Narthex
    2. Ground (basement) floor, at the foot of the Windsor stairs
    3. First floor, outside of Pastor Debbie’s office near ADA ramp/back entrance
    4. Second floor near the Balcony
    5. All other bathrooms will be closed and unavailable.
13. The sexton and staff will sanitize all surfaces prior to each service.

**What to Expect Upon Your Arrival**

1. Two entrances (Front Door; Windsor Door) will open at 8:30 am which is 30 minutes prior to the start of the Worship Service at 9:00 am; all other entrances will be closed until further notice (parking lot and ADA doors will be opened with volunteer assistance).
2. Greeters will check you in and direct you to the health screening tables at the Front and Windsor Doors, which will be situated inside in case of cold or inclement weather.
3. If needed, the Parking Lot and Handicapped (ADA) entrances will be made available with assistance from one of our volunteers.
4. The brief health screening process will consist of the following:
   1. Check-in and confirmation of contact information
   2. A temperature check
   3. Screening questions:
      1. Have you had contact with anyone with COVID-19 in the last 10 days?
      2. Have you been recently tested for COVID-19?
      3. Do you have any of the following symptoms: fever or chills, new cough, new difficulty breathing, loss of taste or smell, vomiting or diarrhea?
      4. Do you agree to wear a mask correctly while you are present at NPC, including before, during, and after worship service?
5. You will be asked to use hand sanitizer and wear a mask when you arrive. A suitable mask will be provided if you need one.

**What to Expect During Our Worship Services?**

1. Hand wipes and sanitizers will be available in entrances, hallways, and bathrooms.
2. Upon entering the Sanctuary, you will be seated by an usher. This is so that we can ensure proper social distancing and traffic flow.
3. Members of the same household can sit together; however, social distancing must be maintained with other congregants.
4. Initially, there will be no separate worship program for children or youth.
5. The first 5 pews on each side will be closed to provide a sufficient buffer between the unmasked worship leaders and the congregation.
6. Behind the buffer in the front, seating will be filled in every other pew on a staggered basis.
7. There will be limited music during this COVID period. Small musical ensembles may be used. Congregational singing will take place (with all participants wearing masks).
8. Offering boxes will be placed at each entrance/exit to give your offering as you enter/exit. Alternately, you may give online.
9. Communion (when given) will be done through the use of pre-packaged juice and wafers which the congregation will receive as they enter the sanctuary. Communion will be taken in the pews.
10. No food or beverages are permitted in the Sanctuary unless medically necessary.
11. Ushers will dismiss people by rows via the center aisle to the three prescribed exits (Windsor, Front, Parking Lot).
12. Post-service, person-to-person, intercessory prayer will be suspended for this time.
13. Hymnals, bibles, friendship pads, and other literature have been temporarily removed from the pews.
14. No food or beverages will be provided after the service.
15. Congregants are requested to leave the sanctuary upon dismissal. Socializing may be done outside at a safe distance.

**Volunteers Needed to Ensure Your Health and Safety**

1. Health screeners, greeters, and ushers have been recruited and trained to ensure your health and safety by checking you in through a brief screening process and observing our strict social distancing and mask wearing protocols.
2. Four hospitality ministry leaders are responsible for recruiting and training volunteers. They are:
   1. Safety & Security: Eric Simpson, [simpsoe100@gmail.com](mailto:simpsoe100@gmail.com)
   2. Health Screening: Dr. Nina O’Connor, [Nina.OConnor@pennmedicine.upenn.edu](mailto:Nina.OConnor@pennmedicine.upenn.edu)
   3. Greeting: David Place, [davend84@hotmail.com](mailto:davend84@hotmail.com)
   4. Ushering, Dee Knight, [deedleskni9@gmai.com](mailto:deedleskni9@gmai.com)
3. More volunteers are needed, particularly for ushering; if you are willing to serve, please contact the ministry leaders noted above.
4. All volunteers will be health screened prior to active service.