

Room Use Guidelines/COVID

Effective 11/22/2021

The Lounge, Fellowship Hall, and Sanctuary are now open for use, any day of the week, within the following guidelines.

Availability

- Rooms are available for use by all St. John ministries, committees, and task forces. (Excluding rehearsals by the Chancel Choir)
- Rooms are not available for use by outside organizations.
- Rooms must be reserved in advance through the church office office@stjohnchurch.net
- A contact person must be identified
- Use the available contact sheets in each room to track attendance
- The contact person is responsible for ensuring the room use adheres to the following standards.

Capacity

There is a limit to the number of individuals permitted in each room:

Lounge:	8 individuals
Fellowship Hall:	20 individuals
Sanctuary:	70 individuals

Health & Safety

- Rooms may only be reserved for a maximum of 90 minutes – after the end of the period it is expected that all attendees will exit the building
- Masks must be worn at all times and must cover the mouth and nose
- Appropriate social distancing must be maintained (CDC recommendation is 6')
- No food or drink is allowed
- Contact details must be logged for all attendees and turned into the church office (Administrative Assistant's mailbox)

Note: failure to abide by the above processes and practices may result in forfeiture of room use privilege.

In-person Worship: What to Expect

Effective 11/22/2021

Before Worship

- Masks must be worn at all times
- Please maintain a 6' distance between households
- Enter the church by the accessible lobby & Fairfield entrances
- No food or beverages
- Please use contact tracing sign-in sheets at each entrance
- Listening devices are assigned to regular attendees
- The nursery will not be open at this time
- The upper level remains closed

During Worship

- Please keep your mask on at all times (except during communion)
- Worship bulletins are limited with an electronic version available on the website and the Saturday e-Weekly
- Hymnals will not be available (no congregational singing)
- Communion will be individually packaged, gluten-free elements
- Offering plates are placed on tables in front & rear of the sanctuary

After Worship

- Remain masked while exiting, taking conversations outside
- Exit only from the Fairfield Ave, accessible lobby door, and the sanctuary stairs to the parking lot
- The pastor will greet you at the Fairfield Avenue entrance stairs