

AUMC Safe Worship Preparation Guidelines

- The number of people in the sanctuary may not exceed the lower of 25% of room capacity or 50 people, whichever is less (NJ State requirement). Send the sign-up sheet ahead of time to see consensus for both services, leave some room for walk-ins
- We will limit the number of worshipers per worship service to 35.
- Everyone must maintain at least 6 feet of distance from every other person (except those living in same house - NJ State requirement)
- Tape marks on the sidewalk, 6 feet apart to wait for their turn to enter.
- When it's raining bring an umbrella to wait in line until it is your turn to enter.
- An usher will stay at the sidewalk, to guide people to wait at the 6 feet mark.
- An usher will stand at the top of the stairs, guiding people in at their turn.
- Everyone must wear masks covering nose & mouth (NJ state requirement): people should bring their own masks. Church will prepare extras.
- As soon as one steps into the entrance, temperature will be taken, hands sanitized, and mask will be checked.
- An usher will check that the mask covers the mouth and nose.
- There are two sets of temperature taking stations, one at each entrance. (W. Graisbury Ave. and the elevator)
- Unacceptable body temperature: 100.5
- Pews will be filled from front to back (every other pew left empty) with the front pew on each side of the sanctuary unoccupied.
- Pews will have markings to indicate where seating is available.
- An usher will escort worshippers to the marked seat for each person/family.
- The door to the elevator will close 10 minutes into worship service.
- All doors will be propped open: The two W. Graisbury side doors and all doors inside.
- All traffic will move in ONE direction: Center aisle-toward altar, both side aisles toward the back.
- Candles will be lit before service; no acolytes.
- Only Pastor Jisun, the liturgist, David and Mia will be on altar. All except Pastor Jisun and the liturgist wear masks.

- Congregational speaking limited to short responses (with masks): Opening Prayer, Lord's Prayer
- Prayer requests should be submitted ahead of time via email by Saturday- no handing in pieces of paper
- Offering will be collected using long-handled baskets.
- All hymnals, Bibles and cards have been removed from the pews. There will be no paper bulletins or handouts. You may bring a Bible from home if you want to.
- Hymns will be pre-recorded sung by some singers; there will be no congregational/choir singing.
- The organ will be used to play the prelude, communion, offering, and postlude only.
- Pews, railings, and bathrooms will be disinfected between services.
- Exhaust fans will be run, windows open, and air conditioners run.
- Exiting the church must be done one pew at a time, starting from the back, at the direction of the ushers. Please exit the building directly. There will be no congregating inside the building.

After worship:

- Ushers will escort each person out from the back one at a time.
- People leave straight out of the building. You may congregate at least 6 feet away from the entrances OUTSIDE the building.

Additional Information:

- There will be no coffee/ tea service.
- Staff & ushers who come early need to take their own temperature before they enter to the common area.
- 2 sets of 8 Ushers are needed, one for each worship service: Some can overlap
 - 2 to take temperatures
 - 3 to escort worshippers to their seats
 - 4 to pass the baskets for offering
 - Head usher for any unexpected situation.

Regarding Communion:

- Communion elements: an usher will hand prepackaged elements to people as they come in. People won't touch it to pick it up before it is handed to them.
- Mia will prepare altar table, communion set and light the candle.
- Specify seats for ushers during the service.
- Ushers will be trained via ZOOM ahead of time.

Signs needed: (CarolJo is preparing these)

- ❖ Marked seat
- ❖ One way arrow
- ❖ Six feet apart signs
- ❖ Entrance sign
- ❖ Temperature station sign
- ❖ Handwashing guide in the bathroom
- ❖ Post what to expect
- ❖ Social distance reminder sign