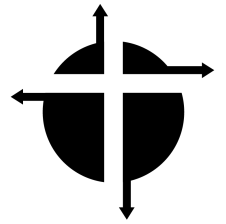


Hopkins Community Church



Ministry Reopening Plan - Fall 2020

The consistory of Hopkins Community Church has set a target date of *September 13, 2020* as the day that we will be resuming indoor, in-person services of worship following the initial suspension of all in-person ministries and subsequent move to outdoor, drive-in worship services as a result of the COVID-19 Pandemic. The consistory has determined that we will approach this “re-opening” in two phases, the first focusing specifically on the worship service and the second implementing other discipleship activities during and after Sunday morning Worship services. The following represents the best attempt of the Leadership of Hopkins Community Church to develop a plan that takes into mind the safety of those participating in services of worship as well as ministry programs, both leaders and students, as well as the desires of many that all ministries be as close to “normal” as possible.

GENERAL CONSIDERATIONS

- According to Michigan Executive Orders, places of religious worship fall under an exemption for all COVID-19 orders pursuant of the following language found in all executive orders governing, dictating, or otherwise recommending the limiting of gathering size or the nature of gathering space:
 - *...neither a place of religious worship nor its owner is subject to penalty under section ___ of this order for allowing religious worship at such place. No individual is subject to penalty under section ___ of this order for engaging in religious worship at a place of religious worship.*
- Interpretation of this language by law makers indicates that churches are granted “full religious immunity” in terms of penalty with regards to the violation of said orders
- The Consistory of Hopkins Community Church understands that such exemptions allow for the full consideration of when and how HCC reopens for ministry and seeks wisdom, first and foremost, from God in the best way to initiate and carry out this plan
- Hopkins Community Church exists to connect people to Christ and Community, therefore our efforts in “reopening” in-person ministry will primarily be focused on carrying out this mission
 - We seek first to communicate the Gospel message to the community of Hopkins
 - We seek also to be a good neighbor to the community of Hopkins
- Hopkins Community Church has no political affiliation, pursuant of United States law and IRS definitions regarding the operation of non-profit entities
- The actions outlined below to resume in-person, indoor worship and ministry activities are not intended to make any political statement
 - These are common sense steps taken to protect attendees and participants while allowing for as much freedom of choice as is possible given the circumstances surrounding the COVID-19 pandemic
- The consistory of Hopkins Community Church understands that any offering of in-person ministry activities poses a health risk of contracting communicable diseases (COVID-19, Influenza, etc) for those involved
 - Participants are strongly encouraged to consider these risks along with their own health status
 - Hopkins Community Church is not responsible and cannot be held liable for any health issues that may occur following participation in in-person ministry activities
- The consistory of Hopkins Community Church intends to constantly and consistently evaluate these strategies for effectiveness, tennability, and realistic implementation
 - Changes to this guide may be made at any time based on the discretion of the Consistory

SERVICES OF WORSHIP

PREPARATION:

- Prayer
 - We strongly encourage all those who will be joining us for worship, whether in person or on-line, to pray for the church, for the leadership, and for the presence and working of the Holy Spirit in the hearts of all those in attendance
 - We encourage everyone to pray for protection, both physically from the virus and other diseases that are spread in community settings, as well as spiritually, from the attacks of the enemy that would seek to inhibit the ministries of the church in Hopkins
 - We encourage everyone to pray against fear, anxiety, and distraction as well, that we would be able to focus on the purpose of our gathering: to bring glory, honor, and praise to God and to hear from His Word
- Self-Evaluation
 - Evaluate how you are feeling. If you have any of the symptoms of COVID-19, particularly including a fever and/or a persistent cough, we implore you to remain at home and join us online at the aforementioned websites when possible
 - We ask that any who has had a fever within 72 hours, have a cough, or have had contact with someone diagnosed with COVID-19 within the previous 14 days to join us online for worship at home for the safety and protection of others
- Understanding
 - It is ok to choose to not go to church due to concerns about illness of any sort
 - While fear is not something we should allow to guide our decision making, concern for health can be distracting in worship; eliminating this by remaining at home may actually help you to engage in worship more fully
 - If you have questions or concerns about this please contact any consistory members or Pastors Jon or Jim; we would be happy to help process this decision with you

LIVE STREAM

Hopkins Community Church will begin meeting for worship at 9:30 AM on Sunday mornings.

All services of worship will be live-streamed online in the following places:

- www.facebook.com/hopkinscommunityreformedchurch
- <https://www.youtube.com/channel/UCE-yIUv3Mc6wTTledxAKlww>

We will continue to broadcast services via radio for anyone who desires to join us from their vehicle in the parking lot through the month of October.

Phase 1 - Beginning September 13, 2020

In Phase 1 we will resume indoor, in-person worship by focusing on and implementing our Sunday Morning worship service. Other Sunday morning activities such as Nursery, Walk-out Worship, and Discipleship hour will be incorporated into the Sunday morning experience in Phase 2.

ARRIVAL

- Front Doors
 - As you walk into church you will notice that the front doors will either be propped open or will be opened for you by our greeters to limit the amount of community touch on door handles
- Wrist Bands
 - As you are approaching the building, you will be asked to select one of three wristbands (Red, Yellow, Green) at a table outside the front doors
 - These bands will serve as visual indicators for others as to your comfort level with regards to COVID-19 and physical distancing
 - Green - High-fives, Handshakes, and/or hugs! Frequent hand sanitizing is strongly encouraged. Low level of concern.
 - Yellow - Elbow Bumps ok. Still being cautious. Physical distance encouraged. Masks and frequent hand-washing encouraged.
 - Red - No contact. Respect 6ft Physical Distancing. Please respect my concerns. Wear a mask around me if you are able. High level of concern.
 - Please remember that the reasoning for people's concern is personal and that our responsibility as brothers and sisters in Christ is to support each other in love and respect
 - You are asked to return the wristbands as you exit
 - Wristbands will be sanitized each week for reuse the following Sunday
- Masks
 - Masks are encouraged but not required to enter the church building through the main doors, in the foyer, and while sitting in the sanctuary
 - Disposable masks will be available at the front and side entrances, next to the wrist bands, for those that would choose to wear a mask during any/all of the Sunday morning worship service
- Greeters & Greeting
 - Greeters will be at the door, welcoming people into the building
 - Greeters will hold the door, be available to answer questions, and to direct guests to various places within the church building
 - Greeters at the door will not shake hands or offer hugs
 - Greeters within the foyer will not make physical contact (handshakes, hugs, elbow bumps, etc.) until designated wristbands are chosen and such contact is initiated by those around them
 - Greeters are encouraged, but not required, to wear face-masks.
- Side Door
 - The door to the Multi-Purpose room on the south side of the building will be open
 - This door is reserved for those who would prefer to follow strict physical distancing standards

- Only red wristbands will be available at this door
 - Bulletins will be placed on tables
 - Masks will be required for anyone using this door
- Nursery
 - The Nursery will not be staffed by volunteers during Phase 1
 - The nursery will be open for parents who feel they need to remove their children from worship
 - Services of worship will be broadcast on the TV in the nursery
 - The nursery will be cleaned and sanitized each week prior to Sunday morning worship services

THE FOYER:

- Fellowship
 - We will not be placing any limits on the number of people that may attend a worship service
 - The foyer may be somewhat crowded and physical distancing may not be always be possible
 - People are encouraged to fellowship in the sanctuary as well to create more space for others
- Coffee
 - Coffee will be available on Sunday mornings at the coffee counter in the foyer and by the kitchen in the multi-purpose room
 - Coffee will be served by a member of the hospitality team to minimize cross-contact transmission of viruses
 - Cream and sweetener will be available upon request
 - Coffee servers will wear gloves while serving and are encouraged to wear masks
- Drinking Fountain
 - The drinking fountain will be available for use during Sunday morning worship service gatherings.
 - The drinking fountain will be sanitized during the week and clean for use beginning on Sunday mornings.
 - The drinking fountain will not be cleaned in between uses.
 - Our drinking fountain is equipped with a no-touch bottle refilling option. We encourage you to bring your own water bottle and fill it in this manner to avoid cross-contact transmission of viruses.
- Bathrooms
 - Bathrooms will be available
 - Bathrooms are sanitized during the week and will be clean on Sunday mornings
 - We implore the practice of good hand hygiene after any bathroom use
 - Bathrooms will not be sanitized during Sunday morning worship service gatherings or in between uses
 - No limits will be placed on the number of people using bathrooms at one time
 - Please respect physical distancing
- Sanitizer
 - Hand Sanitizer will be available all throughout the church
 - We strongly encourage the practice of good hand hygiene, particularly from those who have chosen to wear green wristbands

- Bulletins
 - Bulletins will be handed out by members of the hospitality team
 - Bulletins will be available on the tables in the multi-purpose room

SEATING:

- Multi-purpose Room
 - The Multi-purpose room will be reserved for those who are practicing strict physical distancing measures
 - Masks are required at all times
 - All measures associated with red wristbands will be in place
 - Tables are spaced 6-8 feet apart
 - 8 seats at each table for family or those with whom people are comfortable sitting with
 - The multi-purpose room will be sanitized in preparation for Sunday morning worship services
 - Presentation technology will be present for audio and visual feeds of the worship service
- Sanctuary
 - There will be no physical restrictions in place in the sanctuary
 - No social physical distancing measures will be enforced in the sanctuary
 - Those in attendance are encouraged to use discretion when choosing seats
 - Keep two seats of space between you and any non-family neighbor
 - Give consideration to those seated in front or behind you
 - Seating in the back with quiet children's play area will be available
 - Remember the paradigm in which we interact with one another is that of loving respect
- Foyer
 - Limited seating is available in the foyer
 - Please allow the use of this space for those who come in late or those who are working as coffee servers, greeters, or on the security team

WORSHIP SERVICE:

- Greeting Time:
 - At this time we will forego any time of handshaking or greeting during the worship service
- Singing
 - Our services of worship will include singing
 - *The CDC has suggested that singing is one way in which COVID-19 is spread more easily in large group gatherings*
 - Masks are encouraged for those in attendance but will not be mandated
 - The praise team will not be required to wear masks while playing/singing on stage
- Walk out Worship
 - Walk out Worship will not be available during Phase 1
- Sermon
 - The pastor will not be required to wear a mask while preaching
 - The pastor will make an effort to maintain physical distance from the front rows of seating

- Giving
 - Offering boxes will be available by the main doors of the sanctuary as well as the back door of the multi-purpose room
 - All of our giving options continue to remain available
 - Giving information can be request from the office or found at <https://www.hopkinscommunitychurch.net/giving>

- Communion
 - On days where communion will be celebrated, individually packaged communion elements will be handed out at the door to the sanctuary by the Elders
 - Elements will be place on the tables ahead of time in the multi-purpose room

- Dismissal
 - At the end of the service, we will play two songs (up from one) to allow time for those who are concerned to exit the building ahead of the crowd
 - Dismissal after the worship music will happen as normal
 - Those seated in the multi-purpose room are encouraged to exit via the south door

POST SERVICE:

- Coffee Fellowship
 - Coffee will be served in individuals cups in the same way coffee is available in the foyer before the worship service
 - Cookies not be served during phase 1
 - Milk will not be served
 - Weather permitting, Coffee will be made available outside to encourage outdoor fellowship
 - Coffee will be available in the foyer and at the doors of the multi-purpose room, NOT inside the multi-purpose room
 - Fellowship is encouraged, fellowship outdoors is encouraged even more!
 - We strongly encourage kids that need to expend energy to do so outside
 - Servers will wear gloves while serving and are encouraged to wear masks

Phase 2 - Beginning October 4, 2020

In Phase 2 we will resume ministry activities such as Nursery, Walk-out Worship, and Discipleship hour during and after our Sunday morning Worship Services.

WORSHIP SERVICE:

- Nursery
 - Nursery staff is encouraged, but not required, to wear masks
 - The nursery will be open for parents who feel they need to remove their children from worship
 - Services of worship will be broadcast on the TV in the nursery
 - The nursery will be cleaned and sanitized each week prior to Sunday morning worship services
 - No snacks will be provided by Hopkins Community Church and/or volunteers in the nursery

- Walk out Worship
 - Walk out Worship will be available for children ages 3 years to kindergarten

- Walk our Worship leaders and participants are encouraged, but not required, to wear masks
- To the extent possible, HCC will try to provide materials for crafts for each individual child to avoid cross contamination through sharing of materials
- No snacks will be provided by HCC and/or volunteers during Walk out Worship
- Discipleship Hour
 - Discipleship Hour will follow church in the normal pattern
 - Masks are not require but are encouraged
 - We encourage a spirit of understanding for those
 - Gatherings may naturally exceed state recommendations for maximum indoor gatherings
 - When possible, gatherings are encouraged to meet outside

Non-Sunday Morning MINISTRY PROGRAMS

GEMS, Cadets, Middle & High School Youth Group, Small Groups, LFTL

GENERAL CONSIDERATIONS

- According to Michigan Executive Orders, places of religious worship fall under an exemption for all COVID-19 orders pursuant of the following language found in all executive orders governing, dictating, or otherwise recommending the limiting of gathering size or the nature of gathering space:
 - *neither a place of religious worship nor its owner is subject to penalty under section ___ of this order for allowing religious worship at such place. No individual is subject to penalty under section ___ of this order for engaging in religious worship at a place of religious worship.*
- Interpretation of this language by law makers indicates that churches are granted “full religious immunity” in terms of penalty with regards to the violation of said orders
- The consistory had determined that the ministry team leaders are the best people to determine the extent and implementation of any and/or all HCC recommendations regarding COVID-19 precautions
- Given the varied nature, size, age, and scope of the ministries of Hopkins Community Church, specific recommendations for each group would be difficult and cumbersome
 - The following our generalize recommendations to be evaluated and implemented as ministry team leaders see fit

GENERAL RECOMMENDATIONS

- Masks
 - We recommend, but do not require, the use of masks to the extent that it can be tolerated and in places where physical distancing is not possible
 - HCC will not be responsible for providing masks to students as masks will be provided for them through the HPS school system
 - Disposable masks will be available upon request
- Physical Distancing
 - HCC recommends students and leaders practice physical distancing to the extent possible
 - The consistory understands that the nature of Christian ministry involves small group learning settings that may not be conducive to maintaining physical distance

- The consistory understands the reality of a lack of compliance from children/youth/students and that this poses a difficulty in enforcing physical distancing
- We encourage leaders to explore outdoor meeting options whenever possible
- Sanitization
 - The church will be cleaned Mondays and Thursdays
 - Bathrooms and the drinking fountain will be sanitized and available
 - We implore the practice of good hand hygiene after any bathroom use
 - Bathrooms will not be sanitized during ministry gatherings or in between uses
 - No limits will be placed on the number of people using bathrooms at one time
 - Please respect physical distancing
- Food & Drink
 - We recommend that food be handed out or served on plates rather than buffet style to reduce cross contamination
 - We recommend that drinks be handed out in cups to help prevent cross contamination from handling the same bottle
- Crafts & Materials
 - To the extent possible, we recommend that participants not share materials or crafting supplies

These guidelines are recommended for the following ministry programs and groups for any in-person meetings that happen on the church property or in the church building. All recommendations are made by the consistory with trust in the leader's discretion on implementation and enforcement. Meetings held off-campus are subject to the discretion of the host.

GEMS (1st & 3rd Wednesdays, 3:30-5:30 PM for 7th-8th Grade girls, 6:15-8:00 PM for 2nd-6th Grade girls)

CADETS (Wednesdays, 6:00-8:00 PM for 4th-6th Grade boys)

MIDDLE SCHOOL YOUTH GROUP (1st & 3rd Sunday evenings,)

HIGH SCHOOL YOUTH GROUP (Sunday evenings, 6:00-8:00 PM)

SMALL GROUPS (Various times and places)

LADIES FOR THE LORD (2nd Monday of the Month, 7:00 PM)

COVID-19 Positive Test/Exposure Response Protocol

Applies to ALL MINISTRY TEAMS

Hopkins Community Church requests that any ministry participant that experiences symptoms of COVID-19 and chooses to get tested, report any positive test results to the church as soon as possible. All reports will remain anonymous.

In the event that a participant in any ministry event tests positive within the time frame for exposure established by the Centers for Disease Control and/or the Michigan Health Department, Hopkins Community Church will notify its members as well as other group participants. All identifying information will be kept anonymous.

The notification of the following will be sent via internal email and through other internal, non-public sources that ministry leaders deem necessary to communication such information:

Dear Hopkins Community Church,

In cooperation with the Allegan County Health Department, we are notifying you of a possible exposure to COVID-19 during your participation in [insert recent ministry event]. Someone participating in this event has tested positive for COVID-19. We recommend that you follow Allegan County Health Department guidelines and monitor yourself for symptoms in the coming days.

If you are feeling concerned and would like prayer for this or any other reason, please contact pastor Jon.

May God set His angels guard over you, strengthen and protect you, and grant you His Spirit of peace.