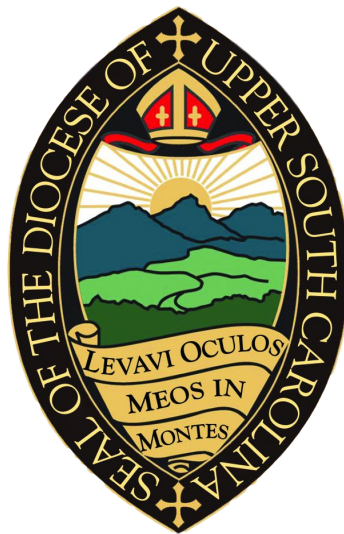


GUIDELINES FOR
**REOPENING
IN-PERSON
WORSHIP**



PHASE ONE (CURRENT)

*size of in-person gatherings
restricted (stay-at-home/many
businesses and institutions closed or
limited)*

Public Health Indicators for Phase One

Disease Burden: 14-day downward trend in percentage of people in SC testing positive for COVID-19, the count beginning, for our purposes, effective Wednesday, 6 May 2020.

We will track all trends pertinent to each diocesan reopening Phase [here](#) on the DHEC COVID-19 website. All information should be accessible on this single page, though you will need to scroll down past the heat maps to get to the relevant data.

Church Protocols Under Phase One

***Note: All in-person worship plans require bishop's advance approval**

Congregations continue holding virtual worship, live-streamed or recorded, and/or:

- In-person worship with numbers of persons present limited to 3-10, dependent upon seating capacity[1] and plan approval. Use of more than one worship space on church grounds possible, with plan approval.
- Strict 6-foot physical distancing throughout, except for members of same household
- Movement must take into account the need to maintain distancing at all times.
- Music: Enhanced/expanded physical distancing if singing (solo- or hymn-singing,) and for projected speaking (clergy, lectors, intercessors)[2]
- Face masks required for all leadership and participants in in-person worship. [NB—This is about protecting others, about servant leadership.]
- Virtual worship with 3-4 leaders, spaced at least 10', may stream/record with face masks[4]
- Expanded outdoor worship with distancing and planned movement, determined by local leadership and available space, with approval

[1] See Appendix A: EDUSC Seating Capacity Chart, Phase 1

[2] Appendix B: Guidelines for Singing & Music

[3] Appendix F: CDC/ASHRAE Air Flow/Ventilation Guidelines

[4] Appendix D: Working Together Safely

[5] Appendix C: List of Health Vulnerabilities



- Only one person at a time in any sacristy or liturgy preparation room.
- Sanitizing products available at every entrance, with covered disposal containers nearby for paper products, if needed. "No-touch" dispensers at doorways recommended, if available.
- Doors pre-opened for worshipers
- Air exchange maximized in worship space[3] An inexpensive method: Flush building with outside air two hours prior and two hours after populating the building
- All attendees will agree to and comply with norms for worship

For those celebrating Eucharist:

- Communion in one kind for those present.
- Clergy not to touch wafers at consecration or manually distribute, including "to go."
- Spiritual Communion for those participating online.
- No Asperges
- No incense

Persons with health vulnerabilities should not attend in-person worship. No currently infected parishioners, with or without symptoms, may attend any services[4]

Bible studies, coffee hours, social gatherings, and meetings via telephone or online

Parish staff members wear masks at all times while on church premises

Pastoral care via telephone or online

Continued ministries of service and compassion within protocols of safety

First assessments of economic impact on members of the congregations and wider community—preliminary adjustments of budgets, ministry goals

If/when universal (also known as asymptomatic) testing becomes available in your county, we strongly encourage clergy who reside in such counties to be tested for COVID-19, given documented community transmission of C19 by asymptomatic carriers

If exposure to virus is suspected or likely, all members/staff exposed must self-quarantine

Protocols above apply to all indoor services. Additional wedding and funeral protocols follow.

Out-of-town attendees at weddings/funerals discouraged

Weddings

Premarital counseling, if done by the rector/vicar, takes place online

- In-person limit as above for rite of Marriage, with plan approval
- Physical distancing
- Music recorded, or an instrumentalist only; other options possible in larger spaces
- Attendance via FaceTime, Zoom, etc.
- Witnesses sign the Marriage Register separate from the ceremony.

At this phase, we discourage pre-service gatherings to prevent infection of church personnel, post-service receptions, and other gatherings where social distancing cannot be maintained. None may be held on church premises.

Funerals

At this phase, in-person participation in indoor services limited in number as above; outdoor services may be expanded, with approval, only at locations where physical distancing can be maintained

At this phase, we also discourage pre-service gatherings at funerals to prevent infection of church personnel, as well as post-service receptions, and other gatherings of persons from different households where social distancing cannot be maintained.

Face masks required of all present.

The family must be informed of the plan for seating and signal their intention to comply.

Family members not residing in the same home will need to observe distancing from other family members, in the church and at the graveside.

The family will be seated prior to the beginning of the rite. After, the ushers or funeral home staff will lead family members out of the church in a way that keeps individuals and family groups distanced.

If there is music, the organist and/or cantor must wear masks.

Singing of hymns permitted only if all agree to wear masks during the liturgy and sit/stand at enhanced/expanded physical distances.

Ushers, if present, and representatives from the funeral home must wear masks and gloves.

The casket will be placed by funeral home staff. Cremains may be placed by a family member or an adult server.

At the Committal, whether in a memorial garden or graveyard, physical distancing will be maintained throughout

After the Committal, the priest will maintain physical distancing and may not attend post-service gatherings. No hospitality or visitation will be permitted on church premises.

Baptisms

None, except in critical emergencies, until further guidance is developed.

Confirmations

Regional Confirmations will take place when we can safely gather. TBD.

Preschool openings

Guidance under development



PHASE TWO (SHORTER "TRAINING" PHASE)

*(6 June—earlier or later depending
on health indicators)*

*significantly limited gatherings
(some businesses and institutions
reopened with limitations)*

Public Health Indicators for Phase Two

Disease Burden: 28-day downward trend, from May 6, in percentage of people in SC testing positive for COVID-19

Community Preparedness:

- State demonstrates continued uptrend in % of population tested, and
- State continues active contact tracing program per DHEC, and
- Hospital ICU and ventilator capacity remains <90% of available

Church Protocols Under Phase Two

***Note: All worship plans require bishop's advance approval. There will be many to approve, requiring review time, so prepare accordingly.**

The shorter, "training" phase intends to directly prepare ushers, clergy, and other worship leaders for service in guiding the expanded influx of worshipers in subsequent phases. Anticipate at least two Sundays in this training phase, and include arrival, departure, and parking movement in planning.

- Limited indoor worship (10-25, per seating capacity[6])
- Strict 6-foot physical distancing throughout, except for members of same household

[6] See Appendix A: EDUSC Seating Capacity Chart, Phase 2

[7] Appendix B: Guidelines for Singing & Music

[8] Appendix D: Working Together Safely

[9] Appendix F: CDC/ASHARE Air Flow & Ventilation Guidelines

[10] Appendix C: List of Health Vulnerabilities

- Movement must take into account the need to maintain distancing at all times.
- **Music:** Enhanced/expanded physical distancing with singing (solo- or hymn-singing,) and for projected speaking (clergy, lectors, intercessors)[7]
- Face masks required for all leadership and participants in in-person worship. [NB - This is about protecting others, about servant leadership.]
- Virtual worship with 3-4 leaders, spaced at least 10', may stream/record without face masks[8]
- Expanded outdoor worship with distancing and planned movement, determined by local leadership and available space
- Only one person at a time in any sacristy or liturgy preparation room
- Sanitizing products available at every entrance, with covered disposal containers nearby for paper products, if needed. "No-touch" dispensers at doorways recommended, if available.
- Doors pre-opened for worshippers
- Air exchange maximized in worship space. [9] An inexpensive method: Flush building with outside air two hours prior, and two hours after populating the building
- All attendees will agree to and comply with norms for worship

For those celebrating Eucharist:

- Communion, in one kind, for those present.
- Clergy not to touch wafers—except own—at consecration or to manually distribute, including "to go."
- Spiritual Communion for those participating online.
- No Asperges
- No incense

Persons with health vulnerabilities should not attend in-person worship. No currently infected parishioners, with or without symptoms, may attend any services.[10]

Small group gatherings permitted with physical distancing
Continued health/safety protocols, including the use of masks at all gatherings.

Ongoing care for the most vulnerable, engagement with those assessing the societal impact of the pandemic and advocacy for justice

Next level assessment of pandemic's impact on members of the congregation and community. Forecasting of necessary long-term adjustments of ministry initiatives. Exploration of collaborative partnerships

Church offices may reopen in spaces large enough for physical distance to be maintained, with the requirement that proper sanitation measures be strictly adhered to and enforced.

Parish staff members wear masks at all times.

Pastoral care to those in high-risk categories for contracting the virus remains restricted, particularly for clergy and lay visitors in high-risk categories

Protocols above apply to all indoor services. Additional wedding and funeral protocols follow

Out-of-town attendees at weddings/funerals discouraged

Weddings

Premarital counseling, if done by the rector/vicar, takes place online or with social distancing in place in well-ventilated space, with face masks

- In-person limit as above, with plan approval
- Physical distancing
- Live or recorded music, with distancing
- Extended attendance via FaceTime, Zoom, etc.
- Witnesses sign the Marriage Register separate from the ceremony.

At this shorter phase, we continue to discourage pre-service gatherings to prevent infection of church personnel, post-service receptions, and other gatherings where social distancing cannot be maintained. None may be held on church premises.

Officiant maintains strict physical distancing throughout and following rite.

Funerals

In-person participation in indoor services limited as above; outdoor services may be expanded, with approval, to at locations where distancing can be maintained

Here, too, we continue to discourage pre-service gatherings *to prevent infection of church personnel*, post-service receptions, and other gatherings of persons from different households where social distancing cannot be maintained.

Face masks required of attendees

The family must be informed of the plan for seating and signal their intention to comply.

Family members not residing in the same home will need to observe 6' distancing from other family members, in the church and at graveside

The family will be seated prior to the beginning of the rite. After, the ushers or funeral home staff will lead family members out of the church in a way that keeps individuals and family groups distanced.

Singing of hymns permitted only if all agree to wear masks during the liturgy and sit/stand at enhanced/expanded physical distances.

If there is music, the organist and/or cantor must wear masks. Ushers, if present, and representatives from the funeral home must wear masks and gloves.

The casket will be placed by funeral home staff. Cremains may be placed by an adult server.

At the Committal, whether in a memorial garden or graveyard, distancing will be maintained throughout

After the Committal, the priest will maintain distancing. No hospitality or visitation will be permitted on church premises.

Baptisms

Guidance under development.

Confirmations

Regional Confirmations will take place when we can safely gather. TBD.

Preschool openings

Guidance under development.

PHASE THREE (UNDER CONSTRUCTION)

*(20 June—earlier or later, depending
on health indicators)*

*(moderately limited gatherings
(more businesses and institutions
reopened / fewer restrictions)*



Public Health Indicators for Phase Three

Disease Burden: 42-day downward trend from May 6, in-
percentage of people in SC testing positive for COVID-19

Community Preparedness

- State demonstrates continued uptrend in % of population tested, and
- State continues active contact tracing program per DHEC, and
- Hospital ICU and ventilator capacity remains <90% if available

Church Protocols Under Phase Three

General principles for additional guidance to follow:

- Increased number of persons allowed for indoor public worship (50-100, depending on seating capacity)
- Expansions for outdoor services (including late-held Episcopal school commencement services) possible
- Additional remote worship sites permitted with trained ushers for movement of people
- Continued physical distancing and masking requirements likely
- Restrictive practices may still guide the celebration of Eucharist, with gradual easing
- Restrictions eased on office/classroom gathering, within guidelines
- Larger group ministries (youth groups, camps, classes) may resume within established guidelines
- Continued assessments of pandemic impact and prayerful discernment of future ministry
- Air exchange maximized in worship space. [1] An inexpensive method: Flush building with outside air two hours prior, and two hours after populating the building

[1] Appendix F: CDC/ASHARE Air Flow & Ventilation Guidelines

PHASE FOUR (UNDER CONSTRUCTION)

*unlimited gatherings with
some protections*

(all or most physical restrictions lifted)

Public Health Indicators for Phase Four

Disease Burden: 56-day downward trend from May 6, in percentage of people in SC testing positive for COVID-19

Community Preparedness:

- State demonstrates continued uptrend in % of population testing, and
- State continues active contact tracing program per DHEC, and
- Hospital ICU and ventilator capacity remains <90% of available

Church Protocols Under Phase Four

General principles for additional guidance to follow:

- No limit to the number of worshipers who may attend, except that those who are known to be infectious, actively sick or who display any of the symptoms of being ill should not attend
- Worshipers may wear masks throughout the service but masks will not be required
- Sacramental worship and community gathering restrictions are lifted



LIFE AFTER COVID-19: CONTINUED ADAPTATION TO NEW REALITY (UNDER CONSTRUCTION)

The process of reflection and adaptation has already begun. We place our hope in Christ, whose resurrection assures us that on the other side of death, there is life.

Post COVID-19 Church Increased Mission Capacity

Both in-person and virtual worship

Both in-person and virtual meetings

Increased engagement in small group gatherings and widespread pastoral care

Increased online giving as well as in-person offerings

Fruitful collaborative endeavors

Right-sizing of building use and capacities to meet a growing mission field

Streamlined, efficient use of financial and other resources

Strategic efforts toward the realization of key strategic mission, vision and goals

Emergency preparedness plans and strategies in place

Upper South Carolina will develop specific strategies and checklists for its unique situations.



APPENDIX A

EDUSC SEATING CAPACITY CHART

Note: Seating orders listed below are suggestions; other ideas may be proposed

	Room Capacity					Shape		City	Phase 1	Phase 2	Phase 3	Phase 4	Post Covid-19
Type 1	Large (350-900)	Medium (125-350)	Small (c100)	Very Small <50	Broad Nave	Broad Chancel/Balcony	Broad Sanctuary	City	Current	June 6, earlier or later	June 20, earlier or later	TBD	TBD
		Trinity			☞	☞	☞	Abbeville	15C, 1Ch (side); 8Nv	Make proposal (10-25)	Make proposal (20-100)		
			St. Augustine's of Canterbury		☞	N/A	☞	Aiken	25C, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
			All Saints		☞	N/A	☞	Beech Island	15C, 4Nv	Make proposal (10-25)	Make proposal (20-100)		
			St. Margaret's		☞	N/A	☞	Boiling Springs	15C, 1Ch, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
			All Saints		☞	☞	☞	Cayce	15C, 2Ch, 3Nv	Make proposal (10-25)	Make proposal (20-100)		
		St. Francis			☞	☞	☞	Chapin	25C, 1Ch, 7Nv	Make proposal (10-25)	Make proposal (20-100)		
		St. David's			☞	N/A	☞	Columbia	25C, 8Nv	Make proposal (10-25)	Make proposal (20-100)		
		St. Mary's			☞	☞	☞	Columbia	25C, 2Ch (side), 6Nv	Make proposal (10-25)	Make proposal (20-100)		
		St. Michael's			☞	☞	☞	Easley	25C, 2Ch (side), 6Nv	Make proposal (10-25)	Make proposal (20-100)		
			Incarnation		☞	N/A	☞	Gaffney	25C, 5Nv	Make proposal (10-25)	Make proposal (20-100)		
	Christ Church				☞	☞	☞	Greenville	2 Sanctuary, 3 Chancel, 5 Nave	Make proposal (10-25)	Make proposal (20-100)		
		Redeemer			☞	☞	☞	Greenville	25C, 2Balc, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
			St. Francis		☞	N/A	N/A	Greenville	15C, 4Nv	Make proposal (10-25)	Make proposal (20-100)		
		St. James			☞	N/A	☞	Greenville	25C, 8Nv	Make proposal (10-25)	Make proposal (20-100)		
		St. Philip's			☞	☞	☞	Greenville	25C, 2Ch (back); 6Nv	Make proposal (10-25)	Make proposal (20-100)		
	Advent	Holy Cross			☞	☞	☞	Simpsonville	35C, 7Nv	Make proposal (10-25)	Make proposal (20-100)		
		St. Christopher's			☞	☞	☞	Spartanburg	25C, 2Balc, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
			Transfiguration		☞	☞	☞	Spartanburg	45C, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
					☞	☞	☞	Gravatt	25C, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
Type 2	Large (350-900)	Medium (125-350)	Small (c100)	Very Small <50	Broad Nave	Broad Chancel	Narrow Sanctuary	City	Phase 1	Phase 2	Phase 3	Phase 4	Post Covid-19
			St. George's		☞	N/A	☞	Anderson	15C, 7Nv	Make proposal (10-25)	Make proposal (20-100)		
		Holy Trinity			☞	☞	☞	Clemson	15C, 2Ch (side), 7Nv	Make proposal (10-25)	Make proposal (20-100)		
			All Saints		☞	☞	☞	Clinton	15C, 1Ch, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
				Church of the Cross	☞	☞	☞	Columbia	15C, 2Ch (1ea side), 4Nv	Make proposal (10-25)	Make proposal (20-100)		
		St. Luke's			☞	☞	☞	Columbia	25C, 2Ch, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
	St. Martin's-in-the-Fields				☞	☞	☞	Columbia	25C, 2Ch, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
		St. Michael & All Angels			☞	☞	☞	Columbia	25C, 3Ch, 5Nv	Make proposal (10-25)	Make proposal (20-100)		
		St. Timothy's			☞	☞	☞	Columbia	15C, 2Ch, 7Nv	Make proposal (10-25)	Make proposal (20-100)		
		Holy Spirit (Still Hopes)			☞	N/A	☞	Columbia	15C, 9Nv	Make proposal (10-25)	Make proposal (20-100)		
			St. Paul's		☞	☞	☞	Fort Mill	25C, 2Ch, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
		St. Peter's			☞	☞	☞	Greenville	25C, 2Balc, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
	Good Shepherd (CCES)				☞	N/A	☞	Greenville	25C, 8Nv	Make proposal (10-25)	Make proposal (20-100)		
		St. Simon & St. Jude			☞	☞	☞	Irmo	15C, 2Ch, 7Nv	Make proposal (10-25)	Make proposal (20-100)		
			Christ Church		☞	☞	☞	Lancaster	15C, 2Ch, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
			St. Alban's		☞	☞	☞	Lexington	25C, 6Nv, 1Ch (rear)	Make proposal (10-25)	Make proposal (20-100)		
		Ascension			☞	☞	☞	Seneca	15C, 2Ch (1ea side), 7Nv	Make proposal (10-25)	Make proposal (20-100)		
			Epiphany		☞	☞	☞	Spartanburg	15C, 1Ch, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
		St. Matthew's			☞	☞	☞	Spartanburg	25C, 1Ch, 7Nv	Make proposal (10-25)	Make proposal (20-100)		

EDUSC SEATING CAPACITY CHART

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Note: Seating orders listed below are suggestions, other ideas may be proposed

Type 3	Large (350-900)	Medium	Small (c100)	Very Small <50	Broad Nave	Narrow Chancel	Narrow Sanctuary	City	Phase 1	Phase 2	Phase 3	Phase 4	Post Covid-19
		St. Thaddeus			☒	☒	☒	Aiken	2Sc, 2Ch, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
		Grace			☒	☒	☒	Anderson	1Sc, 2Ch, 7Nv	Make proposal (10-25)	Make proposal (20-100)		
		Grace			☒	☒	☒	Camden	1Sc, 2Ch, 7Nv	Make proposal (10-25)	Make proposal (20-100)		
	Trinity Cathedral	St. John's Shandon			☒	☒	☒	Columbia	1Sc, 1Ch, 8Nv	Make proposal (10-25)	Make proposal (20-100)		
					☒	☒	☒	Columbia	1Sc, 3Ch, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
			St. Peter's		☒	☒	☒	Great Falls	1Sc, 1Ch, 4Nv	Make proposal (10-25)	Make proposal (20-100)		
		St. Andrew's			☒	☒	☒	Greenville	1Sc, 1Ch, 8Nv	Make proposal (10-25)	Make proposal (20-100)		
		Our Saviour			☒	☒	☒	Rock Hill	2Sc, 2Ch, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
Type 4	Large (350-900)	Medium (125-350)	Small (c100)	Very Small <50	Narrow Nave	Narrow Chancel	Narrow Sanctuary	City	Phase 1	Phase 2	Phase 3	Phase 4	Post Covid-19
			St. Paul's		☒	☒	☒	Batesburg	1Sc, 1Ch, 4Nv	Make proposal (10-25)	Make proposal (20-100)		
			St. Mark's		☒	N/A	☒	Chester	1Sc, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
			St. Thomas		☒	☒	☒	Eastover	1Sc, 1Ch, 4Nv	Make proposal (10-25)	Make proposal (20-100)		
		Church of the Ridge			☒	☒	☒	Edgefield	1Sc, 1Ch, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
		Calvary			☒	☒	☒	Glenn Springs	1Sc, 1Ch (back); 6Nv	Make proposal (10-25)	Make proposal (20-100)		
			St. Paul's		☒	☒	☒	Graniteville	1Sc, 1Ch, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
	Resurrection				☒	☒	☒	Greenwood	2Sc, 2Ch, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
		Good Shepherd			☒	☒	☒	Greer	1Sc, 1Ch, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
		St. John's Congaree			☒	☒	☒	Hopkins	1Sc, 1Ch, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
			St. Barnabas		☒	N/A	☒	Jenkinsville	1Sc, 1Ch, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
		Epiphany			☒	☒	☒	Laurens	1Sc, 1Ch, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
		St. Luke's			☒	☒	☒	Newberry	1Sc, 1Ch, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
		Church of the Ridge			☒	☒	☒	Ridge Spring	1Sc, 0Ch, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
		St. Stephen's			☒	☒	☒	Ridgeway	1Sc, 1Ch, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
		Church of the Ridge			☒	☒	☒	Trenton	1Sc, 1Ch, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
		Nativity			☒	☒	☒	Union	1Sc, 1Ch, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
		St. John's			☒	☒	☒	Winnsboro	1Sc, 1Ch, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
		Good Shepherd			☒	☒	☒	York	1Sc, 1Ch, 6Nv	Make proposal (10-25)	Make proposal (20-100)		
Type 5	Large (350-900)	Medium (125-350)	Small (c100)	Very Small <50	Narrow Nave	Broad Chancel	Broad Sanctuary	City	Phase 1	Phase 2	Phase 3	Phase 4	Post Covid-19
		Good Shepherd			☒	N/A	☒	Columbia	2Sc, 1Ch (side); 7Nv	Make proposal (10-25)	Make proposal (20-100)		

APPENDIX B

GUIDELINES FOR SINGING, MUSIC, AND PROJECTED SPEAKING



Singing during Modified Public Gatherings

How can I keep from singing!?

Singing has been identified as needing particular guidelines due to increased bio-aerosols associated with breathing deeply and projecting sound. While what appears below focuses on singing, *these guidelines also apply to Officiants, Celebrants, Lectors, and Intercessors* who project their voices. They are derived from the best information available and subject to refinement as the science on singing/projecting and bio-aerosols deepens. This document has been created from notes taken on a webinar (5 May, 2020) sponsored by the National Association of Teachers of Singing. It is intended to inform your thinking about due diligence in keeping music alive and active in your worship.

Sing to the Lord a new song! Sing to the Lord, all the whole earth!

There is much present discussion about aerosol production/virus transmission in vocalizing, including loud speaking and singing, that is emerging in the study of COVID-19. There is an emerging consensus among scientists and medical experts that normal group singing in regular configurations (large groups, close together, no masks) is not safe at this time. Enhanced/expanded physical distancing will be essential for singing.

Dr. Lucinda Halstead's (Medical Univ. of South Carolina) much-discussed webinar presentation for the National Association of Teachers of Singing webinar as a key to reopening safe group singing: "Social distancing until safe treatments or vaccine are developed."

We do not presently know an absolute distance that guarantees 100% safety, and factors of airflow, humidity, etc., also affect distancing and the half-life of virus in aerosols. As with all aspects of public re-opening, we encourage churches to be cautious, to mitigate risk, and to communicate well with their people. Distances ranging from 6 feet, to 16 feet (NY Times article discussed by Dr. Halstead) to 26 feet (aerosol caused by a sneeze in NY times study) have been discussed, and more information is emerging rapidly. We expect new data to exist as other churches open ahead of the Episcopal church.

We recommend in the longer term that churches seek creative ways to continue music-making and singing with enhanced social distancing.

Further recommendations

Find ways to continue ministries of music

- Use soloists and small ensembles that can meet enhanced/expanded physical distancing
- Continue a live-streamed/virtual service in which singing are spaced widely throughout the church
- Continue the ministry of choirs, recognizing the importance of these groups in formation, education, and the health of the church (e.g., in Phase 3, a combination of online work,
- in-person meeting to do non-singing work—theory, history, musicianship—and singing in very small, enhanced distanced groups as best practices become available
- Express the value of musicians and honor their employment in the church
- Use technology creatively and expansively to bring in more of your musicians
- Encourage creativity within the enhanced/expanded physical distancing guidelines
- Maximize airflow in all spaces, whether or not there is singing

“Music was not a luxury in time of epidemic uncertainty, it was a necessity.”

— Christopher Macklin, A Historically informed Approach to Music in Times of Pandemic, in Early Music America magazine

Sources

- “What do Science and Data Say about the Near-Term Future of Singing?” Webinar presented by NATS, 5/5/20
- Dr. Lucinda Halstead (Otolaryngologist, MUSC)
- Dr. Donald Milton (Prof. of Environmental Health, University of Maryland)
- Consulting conversation with Dr. Thomas Carroll (Asst. Prof of Otolaryngology, Harvard Medical School, Brigham and Women’s Hospital)

Notes

Dr. Halstead: Keys to Reopening Safe Individual Lessons, Group Singing, and Performances

- Social distancing until safe treatments or vaccine are developed
- New drug treatments
- Vaccine Development

Dr. Halstead: Cloth masks do not stop all aerosols and N95 mask are impractical for singing

Dr. Milton: discussed issues of airflow that should be mentioned for the church: “air changes per hour” has a direct effect on the half-life of virus in aerosols. For example, in the March 10 example of rehearsal from Washington state where many singers were infected, the “air changes per hour” was 1/2-1 per hour (70% attack rate); had it been 9-10 changes per hour, 15% people would have been infected

APPENDIX C

COVID-19 HEALTH VULNERABILITIES



CDC HEALTH VULNERABILITY CONDITIONS FOR AT-RISK PERSONS TO STAY HOME:

- Asthma
- Chronic lung disease (chronic obstructive pulmonary disease)
- (COPD) (including emphysema and chronic bronchitis), idiopathic pulmonary fibrosis and cystic fibrosis,
- Serious heart disease (heart failure, coronary artery disease, congenital heart disease, cardiomyopathies, and pulmonary hypertension)
- Diabetes-Type 1, 2, gestational
- Chronic Kidney Disease on Dialysis
- Obesity
- Age ≥ 65
- Nursing home or long-term care facility
- Immunocompromised - cancer treatment, bone marrow or organ transplantation, immune deficiencies, HIV with a low CD4 cell count or not on HIV treatment, and prolonged use of corticosteroids and other immune weakening medications
- Liver Disease

APPENDIX D

WORKING SAFELY TOGETHER

I. Lay Monitors

Each congregation will need to have one or more (of a small group of) lay persons willing to assume responsibility for reminding community members to maintain social distance. Monitors will also be committed to communicating with the Bishop's office if there are members willfully disregarding these Guidelines and norms.

II. Covenanting Required of all Parishioners attending worship

The clergy will publish and distribute the following norms for in-person worship—digitally and in print—so that anyone attending will have seen it before they arrive, and while they are present in the worship space.

Parishioners who attend worship at this time commit themselves to following the following diocesan norms:

- If I have any symptoms associated with COVID-19, I will not attend in-person worship.
- If I develop symptoms or am diagnosed after a liturgy, I will report it immediately to the priest.
- I will not attempt to shake hands or hug anyone, and do my best to maintain distance of 6 feet with anyone outside my family group.
- I will wash my hands immediately before coming to worship.
- I will wear a mask at all times while with the worshipping community, until no longer recommended.

In order to protect the vulnerable, we ask all attendees, even those unconcerned for their own health and safety or who feel these norms are unreasonable or unnecessary, to comply. (St. Peter admonished the faithful, saying, "Be hospitable to one another without complaining." 1 Peter 4: 9)

III. Guidance when persons are non-compliant or belligerent with restrictions

- Ushers/Monitors should ask persons who refuse to wear a mask to return when they are ready to wear one. At least one usher/monitor should be trained in de-escalation techniques and present at every service.
- At the Rector/Priest-in-charge's discretion, with Vestry/Mission Committee agreement, in large spaces, it may be possible to set aside a seating area at the very rear of the nave, at significantly increased distancing from other parishioners for persons who refuse to wear a mask. I
- If a person is purposely comes near to others in defiance, inform Bishop Waldo as soon as possible, in writing.
- If a person becomes belligerent, call 911 immediately.

"Take care that this liberty of yours does not somehow become a stumbling block to the weak."

- 1 Corinthians 8:9

APPENDIX E

PREPARING A PLACE FOR YOU

Supplies and Equipment

Congregations will need the following in ample supply:

- Sanitary gloves, which will be available for use by altar guild, ushers and priests.
- Hand sanitizer and sanitary wipes, which will be placed in easily accessible locations for both clergy and worshipers.

Preparing for Celebration

- Lay Monitor: **A lay leader should be designated to serve as a monitor before, during and after the liturgy.** Potential monitors should be included in early expansions of in-person worship numbers, in order to acclimate them to guidance restrictions and become familiar with best practices for your space.
- Choir: Size may not exceed the space needed for enhanced/expanded distancing.
- Cleaning Crew: Assign volunteers to wipe down door knobs and handles in public areas after each liturgy. Include cleaning and disinfecting of restrooms, and wiping down pews.
- Doors: It is recommended that doors leading to the worship area be propped open before and after the liturgy so that worshipers will not have to touch any handles or knobs.
- Altar Guild: Always wear masks and sanitary gloves in carrying out duties, including putting elements in the vessels.
- Alms Basins: Alms basins should be placed in stationary locations prior to the liturgy, monitored by the ushers and taken up at the end of the liturgy (wearing gloves) when the last person has left the nave of the church.
- Ushers: Ushers should not hand out bulletins. Instead, direct worshipers to stands near the entrances upon which the bulletins have been placed. If possible, bulletins should include all the text and music necessary. Prayer Books and hymnals may be removed from sanctuary during early phases, or wiped down after each liturgy.

APPENDIX F

CDC/ASHRAE AIR FLOW & VENTILATION GUIDELINES FOR COVID-19

Existing guidelines from the Centers for Disease Control (CDC) and American Society of Heating, Refrigeration, and Air-conditioning Engineers (ASHRAE) in regards to COVID-19.

"On the recommendation of the ASHRAE Epidemic Task Force, ASHRAE leadership has approved the following two statements regarding transmission of SARS-CoV-2 and the operation of HVAC systems during the COVID-19 pandemic:

- Transmission of SARS-CoV-2 through the air is sufficiently likely that airborne exposure to the virus should be controlled. Changes to building operations, including the operation of heating, ventilating, and air-conditioning systems, can reduce airborne exposures.
- Ventilation and filtration provided by heating, ventilating, and air-conditioning systems can reduce the airborne concentration of SARS-COV-2 and thus the risk of transmission through the air.

Unconditioned spaces can cause thermal stress to people that may be directly life-threatening and that may also lower resistance to infection. In general, disabling of heating, ventilating, and air-conditioning systems is not a recommended measure to reduce the transmission of the virus.

Source: <https://www.ashrae.org/technical-resources/resources>

While HVAC systems vary depending on the size and function of the conditioned area, the CDC and ASHRAE recommendations encourage increased ventilation and filtration for all systems. A licensed mechanical engineer should be contacted to survey the existing HVAC system's functionality and condition.

- *Ventilation: While increasing the percentage of outside-air is often a feature of a commercial HVAC systems, residential and light commercial systems may require the introduction of Energy Recovery Ventilation (ERV).*

- *Filtration: As with ventilation, the option of increasing filtration efficiency will depend upon the parameters and capacity of each HVAC system. While increasing filtration will likely decrease the amount of airborne particles it can increase static pressure within the system and ultimately diminish airflow. Some systems can be adjusted to allow for increased filtration.*

Before opening facilities to the public, it is recommended to have the systems inspected to confirm that they are working properly and to explore the viability of increasing filtration and ventilation.

Sources

<https://www.ashrae.org/about/news/2020/ashrae-offers-covid-19-building-readiness-reopening-guidance>

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<https://www.esmagazine.com/articles/100336-discussing-the-cdc-and-ashrae-recommendations-for-hvac-systems>

https://www.ashrae.org/file%20library/about/position%20documents/pd_infectiousaerosols_2020.pdf