

**Southside Baptist Staff & Special Team for Re-Opening**

Team: Nate Herron, James Bond, Amy Holt, Kaycee Mitchell, Rhonda Oldham, Ivan Birrell, Jenny Whittington, Ronnie Martin, Doug Roper

***Guidelines for Southside to Reopen***

**We KNOW we are doing extra but we want to be above reproach. We are trying to set the example of love and compassion not only for Southside but for our Community**

 **Worship Services**

 Sermon will continue to be pre-recorded and on Mediacom, FB, YouTube, and the website for those who are at home

 No bulletins passed out, on screen only

 Masks will be recommended for those attending

 Meet & Greet time suspended for now

 No nursery/ no Sunday School/ No Youth or extracurricular activities until at least June 15 (when childcare services re-opens)

 No Sunday PM Service for now

 No Wednesday night service for now

 All services will be 50 min long

 WEEKLY Reservations both online & by phone. **Reservations for the week will open at Noon each Monday by phone and online.** The link to register will be sent ahead of time through email, FB the SSB app and website

 Service Times:

 **Wednesday** Prayer Service– **May 20**, 6:30pm**:** Staff, Deacons, Team Members and their families only in order to communicate for Sunday.

 Beginning **May 23**, Saturday– 6pm

 Beginning **May 24**, Sunday– 9am & 11 am services. Will add an additional service if needed.

 What a service will look like 1st Week: Pastor Greets then 1-2 songs , prayer, sermon, invitation

 Sanctuary doors will remain open during the service

**Logistics**

 Will seat downstairs only. Once seated, do not move to another seating area

 376 seats (does not include choir loft) @ 33% capacity– 124 seats available. Take reservations for 115 seats leaving a few for walk-ins.

 6 foot radius– use every THIRD row, checkerboard pattern if possible

 Ushers will assign seats upon guests arrival. No moving of seats once seated. People will most likely not sit in their “normal” seat. This is all to minimize contact

 Only 3 Entrances. Double doors at office, doors at Flag Pole and Double Doors at Courtyard.

 Doors will be propped open

 Doors will be identified by pop-up tents and Flags. Southside blue flag at Office &Courtyard , American Flag at Flag entrance

 Tape at 6 foot intervals for lining up (down sidewalks)

 People will park/ enter/ exit according to the door

 Temp takers are outside the doorway under pop-up tents

 1 Usher immediately inside the doorway will show the family group which door to enter (doors will be numbered), they will also add the tally the number of people as they come in. The next Usher (inside the sanctuary) will show the family which row to sit on.

 1 Member of Security Team on inside working with Ushers and keeping up with total capacity, other Security– outside greeting, helping with parking and directing people to entrances

 Outdoor Signage explaining temp taken, usher/ greeter and sitting

 Preschool hall/ gym/ fellowship hall and all doors will not be used and signage saying this will be posted

 Water fountains– covered/ off limits

 Buses– will not run. Will resume when Sunday School resumes

 Signage with guidelines posted outside and inside the building.

 Extra masks will be available for those that **do not have one**

 Family/ Non– Family Members

 We will **RECOMMEND** that family groups sit together. However, if they are not, let the usher/ greeter know so that a seat is not saved for them

 Altar Call

 Come to the front as normal

 decision cards on front row already laid out and separated safe distance

 Any additional prayer/ counseling will be held in conference room (decision cards in there as well)

 Cleaning

 ***Lysol Disinfectant Spray*** is what is used for cleaning

 Hand sanitizer stations with extra tissues and trash cans

 Troy/ Ed will make List/ areas for cleaning team so that it is clear what to do along with supplies ready to go

 Chairs, door handles, altar, conference room, bathrooms, etc.

 Tithes & Offerings.

 Current ways (drop box, mail-in and online) will continue

 During Services

 A table will be set up at each doorway and during the exit time with a basket or drop box on the table

 a security member will be with each table.

 At the end after all have exited, the security members will take the basket/ boxes to the Welcome Center

 Susan & a Security Team Member will put into security bag and lock up

 After the last Sunday service for the week, money counters will count all services and make deposit that Sunday

**Volunteer Teams**

 Asking for volunteers to volunteer for an ENTIRE weekend of services at a time

 Volunteers arrive 30 min. prior to service. Park by Preschool/ Dumpster and meet at Office Doors to pray & get PPE.

 Doors will open for Guests 15 min prior to service– this is when additional family members of Volunteers will join

 If someone is not on a team (cleaning, security, temp, staff, etc. ) then they will have to leave (including the family of team members) in order to clean thoroughly and in a timely manner for next service

 Must be 18+ to be on team

 If you would like more information/ to volunteer– contact person Scheduling for that Team

 Volunteers needed **PER service**:

 Temp takers

 Qty 3/ service

 Masks/ Face shield. Gloves optional

 Will take temp (100.5 degrees) if have thermometers, ask guideline questions & spray hand sanitizer

 Questions to ask guests: In the last 14 days have you or anyone you have been in contact with, had the following symptoms

 Fever

 Cough

 Chills

 Shortness of breath

 Sore throat

 New loss of taste or smell

 ***Who is scheduling? Amy Holt***

 Ushers/ Cleaning

 Qty 6. (2 per door)/ service

 for showing families to their seating

 Cleaning team after service. This does not include Troy & Ed.

 Masks / gloves (for cleaning) needed. Face shield optional

 ***Who is scheduling? Ivan Birrell***

 Security Team/ Tithe

 Qty 4. / per service

 Masks needed. Gloves & Face shield optional

 ***Who is scheduling? James Bond***

 Bathroom Attendant

 Qty. 2, 1 female/ 1 male per service

 Masks, Face shield, Gloves needed. Disposable gown/ covering that can be washed immediately afterwards

 All but one sink/ one toilet will be taped off

 See page 2 of Healthy . Fifth paragraph for guidelines

 One adult / adult with child in at a time . No children without parent.

 Bathroom will be cleaned after each person

 ***Who is scheduling? Nate Herron***