

CHURCH OF SAINT JOHN THE EVANGELIST

Protocols for Greeters during the Pandemic

Greeters play a vital role in our parish safety protocols during this time of pandemic. The role of Greeters is not only intended to welcome worshippers to the worship service, but to equip them to remain safe in church during their visit.

There are three distinct but related Greeter roles during this time. Each is described mainly where their function is physically located in relation to the church.

- Greeter (Outside)
- Greeter (Foyer)
- Greeter (Church Proper)

The responsibilities of each are as follows.

Greeter (Outside)

At least one Greeter will normally be stationed outside of the church except in the event of extremely inclement weather.

1. ***Directing flow to the entrance.*** The Greeter will provide an initial welcome to Saint John's directing worshippers through the main doors of the church, one person or family unit at a time, ensuring that overcrowding of the foyer does not occur. Ideally, only one person or family unit (in addition to inside Greeters) should be in the foyer at a time.
2. ***Ensuring mask-wearing.*** This Greeter will also ensure that all worshippers entering the building are wearing a mask that covers their nose, mouth, and chin. Should a worshipper arrive without a mask, the Greeter may provide one from the stock of disposable masks available.

Greeter (Foyer)

At least one Greeter will be stationed at the welcome desk behind the plexiglass screen.

1. ***Pre-screening.*** This Greeter will again welcome the worshippers and ask to confirm that they have self-screened for any possible symptoms of COVID-19.
2. ***Registration.*** Worshippers who have preregistered should have their names checked off the list provided. No more than 40 worshippers should be admitted. If there is room, persons arriving without preregistration may be admitted to a total of no more than 40 persons. It is vital that contact information be part of the registration record in case it is needed for contact tracing.
3. ***Hand sanitization.*** The Greeter at the desk will ask each worshipper to sanitize their hands.
4. ***Order of Service.*** Each worshipper receives an Order of Service at the registration desk.
5. ***Direction into the church proper.*** If an additional Greeter is available in the foyer, they may direct the worshippers upstairs into the church proper, asking them to wait to be seated by the Greeters inside.

Greeter (Church Proper)

At least one Greeter will be stationed inside the church in order to seat people.

1. ***Seating.*** The Greeter will direct people where to sit. The goal is to help people to sit in such a fashion that each person or family unit is at least 2 metres from the next closest person or family unit. Each pew is marked with tape at 50 cm (or 0.5 metre) intervals in order to assist with this. The pews are something less than one third of a meter in distance from one another, meaning that even when leaving one pew between persons or groups, they should not sit directly behind one another. In such a case they should be seated with one empty pew and one empty space.
2. ***Remaining seated.*** The Greeter seating worshippers should remind worshippers to remain seated throughout the service if at all possible and to refrain from visiting with other worshippers except at a distance. It is helpful if worshippers are also directed to read the additional safety protocols published in the Order of Service.
3. ***Conclusion of service.*** At the conclusion of service worshippers are encouraged to leave the church by the closest door. It is helpful if Greeters discourage any visitation within the church and ask any wishing to visit to do so outside if the weather permits.

Thank you for volunteering in this important role in our church and for your work in helping us to maintain safe practices during this time of pandemic. We remind you to also practice safety during this time. Self assess yourself for symptoms of COVID-19 before you come to church and if you feel unwell, stay home, and seek medical advice. Wear a mask when out in public and maintain a distance of at least 2 metres from persons outside your home. Please stay safe and take care of one another.