



St. Paul the Apostle Return to Ministry Policies and Guidelines

As we look forward to a return to ministry, we have created the following set of both policies and guidelines to help you provide a safe and prudent environment. While these directives might make for extra planning and behind the scenes work, we know they are necessary for us to continue ministry. Failure to follow these measures can result in removal of permissions to meet as a ministry on campus at St. Paul. Please note: all is subject to change based on state, county, local and diocesan mandates.

Definitions

Policy- A statement that we are requiring at this time. Failure to follow the policies can result in the removal of permissions to meet as a ministry on campus at St. Paul.

Guidelines- A statement that is a best practice. While guidelines are not strictly required, following them as closely as possible will give the most practical, prudent, and successful on campus ministry.

Hybrid Ministry- Any event that will have both elements of virtual ministry and in-person ministry. Ex: A video or presentation that is watched virtually on one's own time followed up with an in-person group discussion.

In-Person Ministry

Any group that would like to meet on-campus must have permission from the parish to meet. Please contact the parish office to obtain permission. All in-person ministry meetings are subject to the state of Ohio's county alert calendar for Delaware County. Communication from St. Paul will be given if changes in this document are needed, and if in-person meetings on campus need to be put on pause.

In-Person Ministry Policies

- 1) Any in-person ministry must have a digital option for those who are not comfortable to return to in-person ministry.
- 2) All participants are required to follow the state, county, and city orders. These include but are not limited to social distancing and masks.
- 3) All participants are asked to remain 6 feet apart from any other participants who are not part of the same family.
- 4) Masks are required (unless exempt for medical reasons) at any time that you are inside any building on St. Paul's Campus.
- 5) Masks are required (unless exempt for medical reasons) any time that you are on Church grounds and are unable to maintain a consistent social distance of 6 feet.
- 6) At this time food is not to be served. The requirements necessary are too steep. Self Service buffets are not permitted at this time in Ohio. If you feel that food is necessary for your ministry please contact the parish office to discuss this further.
- 7) No one should attend in-person ministry if they themselves have felt sick in the past 14 days.
Unless a COVID-19 test is taken and comes back negative
- 8) No one should attend in-person ministry if they have been in close proximity to someone who has been sick in the past 14 days. *Unless a COVID-19 test is taken by the person who was sick and comes back negative*
- 9) A detailed attendance should be taken at any in-person event to help with contact tracing in the event someone is diagnosed with COVID-19.
- 10) All attendees must fill out a Diocesan General Coronavirus Acknowledgement of Risk Form for any in-person events. The form is attached to the cover letter to Ministry Leaders:
 - a) hard copies of the General Coronavirus Acknowledgement of Risk forms are to be held by the ministry leader, and a scanned copy of the waivers should be sent to Pat Kitzler (pkitzler@stpacc.org) to be kept on file at the Church.

In-Person Ministry Guidelines

- 1) To effectively know how many group leaders, groups, etc. you will need, we strongly recommend pre-registration for all in-person events.
- 2) Due to social distancing try to keep group size less than 8. With 8 people in a circle of 6 foot distancing, your diameter will be over 15 feet. Difficulty communicating effectively will start to occur.
- 3) Ask your attendees to bring all of the materials that they need. For example, for an outdoor bible study ask your attendees to bring chairs, bible, water, journal, etc.
- 4) To keep contact as low as possible, keeping small groups consistent is ideal. Rotating groups create more layers of contact and potential for exposure.
- 5) At this time we recommend that any print outs be sent out virtually so that ministry attendees can print them at home.

Hybrid Ministry

Policies

- 1) For any ministry that plans in-person groups all policies of in-person ministry (found above) must be followed.
- 2) Any Hybrid ministry should offer a fully virtual option for those who are not comfortable with meeting in-person.

Guidelines

- 1) Groups should schedule their own time and place for their ministry discussions as opposed to all of the groups meeting in one place and time.

Virtual Ministry

Guidelines

- 1) Keeping groups as small as possible is ideal. Faith sharing over Zoom, Google hangout, etc. is very difficult especially in a large group setting.
- 2) Having an option that does not require an internet connection would be ideal as not everyone has an internet connection let alone a reliable one.

Ministry Room Capacities

Note that all configurations are with no tables, and a section for a speaker at the front of the room. All set ups are/will be in 6 foot distancing and should not be changed.

Church

- St. Peter Room- 25-28 people
- Lower Level Church Room 1- 4-5 people
- Lower Level Church Room 2- 4-5 people
- Lower Level Church Room 3- 33-36 people (Large area 28-30; Small area 5-6)
- Lower Level Church Room 4- 6-7 people

Parish Office

- Lower Level Parish Office Room 1- 12 people
- Lower Level Parish Office Room 2- 12 people
- Lower Level Parish Office Room 3- 10 people