

St. Paul's UCC in Robesonia  
COVID-19 Re-Open Plan  
Addendum for Funeral and Memorial Services  
*Revised: Sunday, September 20, 2020*

1. All of the guidelines found in the “St. Paul’s UCC in Robesonia COVID-19 Re-Open Plan (including Plan for Indoor In-Person Worship)” must be followed for a funeral or memorial service to take place within the building, including:
  - a. mask wearing
  - b. social distancing
  - c. the number of needed ushers
  - d. maximum number of participants
  - e. contact tracing
  - f. moving directly to and from pews once inside the building, and exiting immediately following the service
2. Receiving Lines for Visitation/Viewing
  - a. An outdoor receiving line using a tarp/easy-up along the driveway at the fellowship hall is recommended, if desiring a receiving line. Outside is generally considered safer than inside.
  - b. An indoor receiving line may be permitted in the Miller Fellowship Hall, by having individuals enter from the main doors of the hall, and exit through the kitchen. The Property Committee is to set up directional arrows for people to follow.
  - c. There is not sufficient room for social distancing for a receiving line in the upstairs section of the building
  - d. A designated receiving line, marked every ten feet for social distancing, should be set up by the Property Committee well in advance. (Ten feet rather than six feet, as often people will arrive as families). Using painter’s tape, cones, or similar marker, a social distance boundary of at least eight feet (to give room for chairs) should be established for the family to be distant behind when receiving their guests. (The boundary is for the protection of the family, who may choose at their discretion how close to move towards guest, and guests should have ample room to back away for their own safety and comfort, so that no one feels trapped or backed into a corner).
3. At the Pastor’s discretion, members of the immediate family may use the lectern from which to speak if they choose to do so. If multiple people are speaking, a separate microphone at the moveable lectern in the lower chancel shall be used. Ushers shall wipe down the lectern between each person speaking. Individuals should NOT touch the microphone. Those speaking must continue to wear their masks while doing so.
4. A larger section of up to four consecutive pews in one of the four pew sections may be used by the immediate family to be seated closer together, if they so choose to do so; however, social distancing even among close family is still recommended. Other groupings of individuals may NOT cloister together; the roping off of pews must be followed.
5. With advance notice, live streaming might also be a possibility for funeral/memorial services, as well as closed circuit viewing in the Miller Fellowship Hall and the old social hall.