



# *Heritage Presbyterian Church*

**Love Grows Here**

Loving Through Christ, Becoming Disciples, Serving All

## *Covenant of Care*

After washing their feet in an act of humble service, Jesus told his disciples “I give you a new commandment, that you love one another. Just as I have loved you, you also should love one another. By this everyone will know that you are my disciples, if you have love for one another” (John 13:34-45). As those who seek to follow Christ’s example, we believe we are called to engage in relationships that are marked by love. Our church vision and mission statement even reads “Love Grows Here.”

In the midst of the covid-19 pandemic, church leaders have prayerfully considered what it looks like to live in love as a congregation. This has led us to expand our food pantry since mid-March, so that we first are caring for our neighbors in need. This has also led us to suspend in-person gatherings and adopt additional safety precautions for those essential on-campus activities. We believe this is the best way we can live into Christ’s call to love one another. As we anticipate what community life will look like as we gather in person, we believe the Spirit calls us to continue to live in love, adopting new rituals and routines that model the best care we can provide to each other with particular attention to those who are the most vulnerable in our midst (Jesus had a lot of things to say about that, too). We will continue to learn more about best practices and adjust our response accordingly, but invite you to review this plan as one way to prepare to participate in our community life.

In scripture, the promises that bind a community of faith together are wrapped in the relationship we have with God. Because of this, we refer to them as “covenant” relationships. In all things, we trust that God is guiding us to make wise decisions and is with us. It is God who said “Do not fear, for I have redeemed you; I have called you by name, you are mine” (Isaiah 43:1). We join together as those who have been claimed in love by a God of grace, committing to a covenant of care as we seek to best reflect that love to each other as we follow Christ together in community.

### **A Phased Approach**

Decisions relating to how and when we gather in-person are a dynamic process, responsive to what is happening in our immediate communities, attentive to guidance from medical professionals and governmental agencies along with our own awareness of the needs of our community. A Worship Task Force has led this effort since April, and has presented a multi-phase approach that other committees have followed in turn to make a plan for deliberate and measured changes over time.

- **Phase I – Virtual Only.** All church activities will be online, with the exception of essential office functions and approved mission activity with increased precautions.
- **Phase II – Limited In-Person.** Most activities continue as in Phase I. Some small group activities permitted on a case by case basis with increased precautions. Worship will be a limited in-person chapel-style service, with a full virtual service available as in Phase I.
- **Phase III – Expanded In-Person with Social Distancing.** Many activities continue as in Phase II. Additional small group activities permitted with increased precautions. Worship service will be livestreamed from the Sanctuary with a limited number of in-person participants, socially distanced.
- **Phase IV – “New Normal” In-Person.** Most church activities permitted, following best practices for cleaning and safety. Virtual access to worship and Sunday School will continue alongside in-person gatherings. This phase is still in development as we consider a “new normal.”



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## Covenant of Care Summary<sup>1</sup>

	Phase I Virtual	Phase II Limited In-Person	Phase III Expanded In-Person with Social Distancing	Phase IV “New Normal” In-Person
<b>Worship</b>	Virtual Service on YouTube and Facebook, hosted Sundays at 10 am, later viewing available  Communion via Zoom monthly.  Full transcripts of service mailed to those without access	Virtual Service as in Phase I, with later viewing available  Possibility of Limited In-Person Chapel style service for up to 25 participants with simplified liturgy, scripture, sermon, and prayer, and increased precautions.	Livestream from the Sanctuary, with later viewing available  Expanded in-person service in Sanctuary with precautions and social distancing (up to 20 households).	Livestream from the Sanctuary, with later viewing available  In-person worship in the Sanctuary with limited precautions that fit the best practices for a “new normal.”
<b>Music<sup>2</sup></b>	Staff or home-recorded music, use of archived pre-recorded pieces.	Live non-wind instrumental music Pre-recorded vocals of small ensembles.	Live non-wind instrumental music including small bell ensembles. Pre-recorded vocals.	TBD based on recommendations from national music associations.
<b>Nurture</b>	Virtual learning using Zoom and/or e-mailed at-home resources.	Virtual learning as in Phase I. Some small group gatherings of low-risk groups.	Hybrid virtual and in-person learning Some small group gatherings with precautions.	Increased in-person group gatherings, continuing to offer hybrid virtual options whenever possible.
<b>Mission</b> <i>Food Pantry Santa's Caravan Blood Drive Clothing Closet Kevin's Garden</i>	Emergency services as approved by Session with < 10 volunteers and additional precautions	Limited services as approved with <25 volunteers volunteer guidelines.	Limited services as approved with volunteer guidelines and precautions	TBD based on community need, as approved by Food Pantry, Mission Committee, and Session.
<b>Facilities Use</b>	Essential repairs and maintenance only.	Small group use considered on a case-by-case basis	Begin to allow return of groups with precautions.	TBD. Return of groups with “new normal” protocols.
<b>Office</b>	Essential business only; staff may work remotely as needed.	Visitors by appointment only; staff may work remotely as needed.	Visitors encouraged to call ahead; increased availability. Flexibility for staff.	Resume regular office hours. Other guidelines TBD.

<sup>1</sup> Additional supporting resources can be found <https://www.pcusa.org/covid19/>

<sup>2</sup> Guidance from the Presbyterian Association of Musicians, including additional resources related to music, can be found at [https://www.pcusa.org/site\\_media/media/uploads/covid-19/pam-covid-052120.pdf](https://www.pcusa.org/site_media/media/uploads/covid-19/pam-covid-052120.pdf)



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## Frequently Asked Questions

*What sources were used to determine these guidelines?*

- Center for Disease Control - <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>
- Georgia Emergency Management Daily Situation Reports <https://gema.georgia.gov/emergencies-0/coronavirus>
- Georgia Department of Public Health - <https://dph.georgia.gov/covid-19-daily-status-report>
- PCUSA denominational resources - <https://www.pcusa.org/covid19/>
- Wisconsin Council of Churches <https://www.wichurches.org/2020/04/23/returning-to-church/>
- Presbyterian Association of Musicians - [https://www.pcusa.org/site\\_media/media/uploads/covid-19/pam-covid-052120.pdf](https://www.pcusa.org/site_media/media/uploads/covid-19/pam-covid-052120.pdf)

*Who is responsible for making decisions about these phases?*

As the governing body of the church, the Session is responsible for making the final decisions regarding church activities and outside events held on our campus. As a part of this work, the Session may equip and give permission for committees or small groups to make decisions related to a particular ministry area (for example, Facilities Committee to determine outside group use, or Mission Committee to coordinate Food Pantry Volunteer requirements).

*How will we know which phase we are in?*

We will communicate regularly through the church website and Facebook, monthly e-newsletters (mailed via USPS to those without e-mail). Church Staff will provide guidance for groups based on this Covenant of Care and Session decision. Activity leaders will communicate additional details with volunteers and participants.

*What happens if someone who attends an event on our campus tests positive for Covid-19?*

All campus visitors are asked to notify the church office if they have tested positive. Upon receipt of this news, the office will contact event leaders and participants to notify them of the date(s) and time(s) they may have been exposed, and will ensure that the space has been thoroughly sanitized (as is our normal cleaning practice).

*Where can I find more details on plans for different activities?*

The pages that follow include additional details and precautions by ministry area. Leaders planning activities will provide more information to participants.

*What is meant by “family unit” or “household”?*

This term is used to recognize a group of individuals who are regularly engaged in contact equivalent of that of living in the same household. It includes a literal definition of those who live under the same roof, and may expand in limited situations to extended family members who are part of the same “bubble” of regular and sustained contact and exposure akin to living in the same house.

*Why are we not singing together?*

Studies referenced by professional music and choral associations have shown that activities like singing, humming, and using loud voices produce small respiratory droplets, which can travel up to 30 feet. Therefore, even if you wear a mask, you will risk exposure to yourself or another person when you sing or hum while maintaining 6 feet of social distance.

*I have some questions and/or additional ideas. Who can I talk to?*

While we hope this plan is comprehensive, we know it is not exhaustive and will necessitate changes as we learn more about best practices. If you have questions or additional ideas, please contact the Church Office, or the Elder or lead volunteer for the event or ministry area.



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## Covenant of Care – Detailed Plans for Worship

Worship (1 of 3)	Phase I Virtual	Phase II Limited In-Person	Phase III Expanded In-Person with Social Distancing	Phase IV “New Normal” In-Person
<b>Access</b>				
Virtual (recorded or live stream)	Yes – Facebook and YouTube	Yes – Facebook and YouTube	Yes – Livestream	Yes – Livestream
Attendance and Reservations	N/A	Yes, advanced registration required through church office with priority given to those without internet or with pastoral needs. Walk-ins accepted up to 25 total participants.	Yes, registration preferred via online form or through office. If registration and walk-in attendance exceed social distancing capacity (20 households), we will take turns so all can worship.	TBD based on attendance patterns and distancing needs
Entrance	N/A	One entrance point at Narthex awning door with social distance markings on sidewalk. Door opens 15 minutes before service.	One entrance point at Narthex awning door with social distance markings on sidewalk. Door opens 15 minutes before service.	TBD
Seating	N/A	20 household capacity. Refer to Sanctuary diagram Seated from Front to Back as arrive.	20 household capacity. Refer to Sanctuary diagram. Seating order TBD	TBD Potential to use alternative layouts for safe distancing.
Exit	N/A	All will leave through designated exit in Narthex. Dismissal will be from back to front.	All will leave through designated exit in Narthex. Dismissal procedure TBD.	TBD



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Worship (2 of 3)	Phase I Virtual	Phase II Limited In-Person	Phase III Expanded In-Person with Social Distancing	Phase IV “New Normal” In-Person
<b>In-Person Precautions</b>				
Health of Attendees	Asymptomatic and no known exposure within last 2 weeks.	Asymptomatic and no known exposure within last 2 weeks.	Asymptomatic and no known exposure within last 2 weeks.	TBD
Face Covering or Mask that covers both nose and mouth	Whenever possible as appropriate for recording.	Required, with exceptions (children/medical conditions)	Required, with exceptions (children/medical conditions)	TBD
Wash or Sanitize hands upon arrival	Yes Sanitizer available	Yes, required at welcome station	Yes, required at welcome station	Sanitizer available throughout campus
Social Distancing (6 ft or more) between family units/households	Yes	Yes – spaces marked throughout campus and in sanctuary	Yes – spaces marked throughout campus and in sanctuary	TBD
Restrooms	Yes – individual use	Narthex only – users asked to wipe down surfaces after using.	TBD – Limited Availability beyond Narthex	Sanitizing wipes available for cleaning surfaces.
<b>Music</b>				
Instrumental Music	Pre-recorded by staff, or taken from livestream archives	Live non-wind instruments	Live non-wind instruments in small ensembles	Live non-wind instruments Others TBD
Congregational Singing	Pre-recorded by staff, or taken from livestream archives	No live singing. Pre-recorded in small ensembles with precautions.	No live singing. May use pre-recorded music.	TBD
Choir	Pre-recorded by household or taken from livestream archives	No live singing. Pre-recorded by households or in small ensembles with precautions.	No live singing. Pre-recorded by households or in small ensembles with precautions.	TBD
Bells	Taken from livestream archives	Taken from livestream archives	Potential small ensembles live.	TBD
Praise Kids	No	No	TBD	TBD



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Worship (3 of 3)	Phase I Virtual	Phase II Limited In-Person	Phase III Expanded In-Person with Social Distancing	Phase IV “New Normal” In-Person
<b>Operational Precautions</b>				
Number of Services	1- Virtual, 10 am	2 – Virtual, 10:00 am Sanctuary, 11:15 am	1 – Sanctuary, Time TBD	TBD – possibility of additional times/locations to allow for cleaning
Nursery	N/A	TBD- Limited/not-public	TBD - Possible with registration	TBD
Shared items in pews (i.e. hymnals, bibles, attendance pads, prayer cards)	No	No	No	TBD
Bulletins	No	Pre-placed in pews	Pre-placed in pews	TBD
PrayGround	N/A	Personal, single-use children’s worship kits available	Personal, single-use children’s worship kits available	TBD
Time for Young Disciples	Virtual	N/A	Children remain in pews.	TBD
Children’s Chapel	N/A	No	No	TBD
Communion in Person	Virtually via Zoom	Virtually via Zoom and in Sanctuary at 11:15 am with pre-placed kits	Yes – method TBD possible pre-placed kits for households in pews	Yes – with modifications for safety
Communion at Home	Kits delivered to homes upon request	Kits delivered to homes upon request	Kits delivered to homes upon request	Yes – with modifications for safety
Offering	Virtual	Virtual/offering box at Sanctuary door	Virtual/offering box at Sanctuary door	TBD
Receiving line	N/A	No	No	TBD
<b>Volunteers</b>				
Ushers	Virtual – Church Staff	Yes – up to 3 Welcome station	Yes – up to 3 Welcome station	Yes – new roles TBD
Liturgist	Pre-Recorded	Pre-Recorded or Church Staff	Pre-Recorded or Church Staff	Yes
Acolyte	Pre-Recorded	Pre-Recorded	No	Yes
Nursery	N/A	Church Staff	Church Staff	Church Staff and volunteers
A/V Team	Yes, onsite for streaming weekly Hofmeister/Milford	Yes, balcony limited to Hofmeister/Milford	Yes, balcony limited to Hofmeister/Milford	Resume volunteer rotation



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## Sanctuary Social Distancing Diagram



## Covenant of Care – Detailed Plans for Nurture

Nurture	Phase I Virtual	Phase II Limited In-Person	Phase III Expanded In-Person with Social Distancing	Phase IV “New Normal” In-Person
Children’s Sunday School	E-mailed Resources and Virtual Gatherings	E-mailed Resources and Virtual Gatherings	Begin to explore some small group gatherings with low-risk	TBD
Youth Group	Virtual	Virtual, begin to explore some small group gatherings with low-risk	Possibility of small group gathering with low-risk	Small Group Gathering with increased safety measures
Adult Sunday School	Virtual (Zoom)	Virtual (Zoom)	Hybrid Models with some small group gatherings	Some in-person gatherings along with continued virtual access
Praise Kids	No	No	No	TBD



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## Covenant of Care – Detailed Plans for Mission

Mission (1 of 2)	Phase I Virtual	Phase II Limited In-Person	Phase III Expanded In-Person with Social Distancing	Phase IV “New Normal” In-Person
<b>General</b>				
Volunteers	Essential Volunteers only, as approved by Mission Committee	Yes, in limited numbers approved by Mission Committee	Determined by Mission Committee and Session guidelines	Yes, with Mission Committee and Session guidelines
<b>Food Pantry</b>				
Volunteers	Yes, groups of <10 with Session guidelines for age and health restrictions and safety precautions including masks and distancing.	Yes, groups of <25; with Session guidelines for age and health restrictions and safety precautions including masks and distancing.	Yes, groups size and guidelines TBD by JWFP Director, Mission Elders, and Pastor with approval of Mission Committee as able	Yes, with Mission Committee and Session guidelines
ACFB Deliveries	Yes	Yes	Yes	Yes
Target Pick-Up	Yes	Yes	Yes	Yes
Donations	No	Kevin’s Garden during volunteer hours only	Kevin’s Garden during volunteer hours only	TBD
Distribution	Drive-Up, Contact-free distribution, with contact-free registration online	Drive-Up, Contact-free distribution, with contact-free registration online	TBD – may continue Phase II	TBD
School Pantries	TBD with each school	TBD with each school	TBD with each school	TBD with each school
<b>Clothing Closet</b>				
Volunteers	N/A	N/A	TBD	TBD
Donations	No	No	TBD	TBD
Distribution	Emergency requests handled by church staff	Emergency requests handled by church staff	TBD-dependent on Food Pantry distribution	TBD
<b>Kevin’s Garden</b>				
Kevin’s Garden	Yes – individuals must keep distance	Yes – individuals must keep distance Donations to pantry during pantry hours only	Yes – individuals must keep distance Donations to pantry during pantry hours only	Yes





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Mission (2 of 2)	Phase I Virtual	Phase II Limited In-Person	Phase III Expanded In-Person with Social Distancing	Phase IV “New Normal” In-Person
<b>Red Cross Blood Drive</b>				
Blood Drives	Possible, in gym with distancing and/or masks, as ARC directs	Possible, in gym with distancing and/or masks, as ARC directs	Yes, in gym with distancing and/or masks, as ARC directs	Yes – location and needs TBD
<b>Santa’s Caravan</b>				
Preparation	At home	As needed to prepare storage space in M&M	TBD	TBD
Volunteers	At home	Yes, groups of <25 with Session guidelines for age and health restrictions and safety precautions	Work sessions and North Pole TBD; Group size <25 with precautions	TBD
Interviews	Virtually or over the phone; curbside pick-up for winter clothing and food with limited to no contact.	Yes Preparation online; 1 parent only; winter clothing and food box on site distribution with precautions; total group size <25 incl. volunteers	Yes Preparation online; 1 parent only; winter clothing and food box on site distribution with precautions; total group size <25 incl. volunteers	TBD
HPC Shoppers	online	Online; limited in-person shopping	2 or 3 in a store as comfortable; session and store guidelines followed	2 or 3 in a store as comfortable; session and store guidelines followed
Donations (Gifts)	TBD	TBD; designated times for drop-off	Yes; designated times for drop-off	Yes; designated times for drop-off
North Pole	Yes	Yes	Yes	Yes
Distribution	TBD; drive-through pick-up; limited delivery; no Santas	TBD; drive-through pick-up; limited delivery; no Santas	TBD; drive-through pick-up; limited delivery; no Santas	TBD; drive-through pick-up; limited delivery; no Santas

\*\* Detailed mission plans, particularly for Food Pantry and Santa’s Caravan, are in-progress and will continue to develop in line with recipient needs, mission partners, and local situation. Final plans will be approved by the Mission Committee.



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## Covenant of Care – Detailed Plans for Facilities

Facilities	Phase I Virtual	Phase II Limited In-Person	Phase III Expanded In-Person with Social Distancing	Phase IV “New Normal” In-Person
Church Activities	Essential Office, Worship, and Mission activities	As approved by Session or related Committee	As approved by Session or related Committee	As scheduled with church office
Personal use by church members	No	Considered on a case-by-case basis, with group size limited to social distancing space, no more than 25.	Considered on a case-by-case basis	Yes, with “new normal” protocols in place
Marietta Presbyterian Church (Korean congregation)	At their discretion, following CDC and state guidelines from gathering; limited to Chapel building	At their discretion, following CDC and state guidelines from gathering; limited to Chapel building	Begin to consider use of HPC Ed Building for small group gatherings based on availability of space	TBD for Ed Building Use
Outside Groups with whom we have a standing relationship (i.e. Scouts, 575 Volleyball, Al-Anon)	No inside use. Outside use considered on a case-by-case basis.	Considered on a case-by-case basis, with group size limited to social distancing space, no more than 25.	Begin to allow return of groups with increased cleaning schedule, limits on number gathered, and encouragement to keep social distance as much as possible	TBD “new normal” protocols in place
Use by outside Groups who are new to using our Facilities	No	No	Considered on a case-by-case basis	Considered on a case-by-case basis