

A photograph of a modern, two-story church building with light-colored vertical siding and dark brown window frames. The building has several large, rectangular windows, some of which are empty frames. In the foreground, there are green trees and a grassy lawn. A small sign on the left side of the lawn points towards the church office. The sky is clear and blue.

# Victory Baptist Church Reopening Guidelines



**Victory Baptist Church  
Reopening Structure for  
Welcome Home Service on  
May 31, 2020**

**Guidelines for Reopening  
and Returning to Church  
Buildings**

As we plan to reopen for services, we encourage you to follow these guidelines. The information used to compile this document is ever-changing; however, at the time of printing, it is current and appropriate as we move forward. Procedures and policies are put in place to provide a safe environment for our church family to come back together to worship the Lord.

# SERVICE TIMES

**First Service - Sunday, May 31, 2020, at 9:00 a.m.**  
(Recommended for those ages 50 years and older)

- Staff and Volunteers arrive at 8:15 a.m.
- Doors Open at 8:30 a.m.
- Service begins at 9:00 a.m.
- Building cleared immediately after service for cleaning

**Second Service - Sunday, May 31, 2020, at 11:00 a.m.**  
(Recommended for remaining church family)

- Staff and Volunteers in places at 10:25 a.m.
- Doors Open at 10:30 a.m.
- Service begins at 11:00 a.m.
- Building cleared immediately after service for cleaning

**Online Service - Sunday, May 31, 2020 at 11:00 a.m.**

# COMMUNICATION

Communication is key as we prepare to reopen. Everything about our services will be different. The effects of COVID-19 pandemic are presenting challenges daily, and things will not return to normal quickly. Expect and embrace a measure of awkwardness and continue to extend patience and grace to yourself, the staff, and our members. The guidelines are implemented to allow us to gather together for church services safely, to prepare our church family to face these changes, and to praise the Lord for allowing us to meet again.

For the safety of our entire church family, please **STAY HOME** if you are sick, running a fever, coughing, or symptomatic. Please **STAY HOME** if your health is compromised in any way.

# SAFETY

- Personal masks are highly recommended to be worn while on church property and attending services. Please bring your own mask. If you do not have one, masks will be available in every foyer. You can request a mask from a volunteer. Staff and volunteers are required to wear masks at all times.
- Hand sanitizing stations are available in every foyer.
- Trash receptacles are available in every foyer.
- Water fountains will not be in operation at this time.
- Bathrooms are limited to two people at one time. A restroom attendant will be available to manage this guideline.
- Elevators are limited to two people or one family at a time. An elevator attendant will assist with the flow of the elevators.

# SOCIAL DISTANCING

- Maintain social distancing of 6 feet at all times.
- No congregating inside the auditorium, foyers, or in the parking areas.
- No fellowship time, hugging, or handshaking.
- Wave, smile, and be glad to be in church!

# PARKING

- The Security and Parking Teams are assisting with traffic flow and parking.
- No congregating in the parking areas.
- Social distancing rules are in effect in the parking areas.
- The bottom parking areas are to be used first. When bottom parking is full, please use the overflow to park at the top of the property on the Bunting Drive side.
- The parking area adjacent to the Fellowship Building is for staff and volunteers.
- Handicap parking is available in the usual area.
- No golf carts are available.

# ENTER / EXIT

- Specific doors are marked for entering and exiting the building. Doors will remain propped open.
- Volunteers are assigned to welcome and assist our church family and to monitor social distancing.
- Areas outside the building are marked to regulate the 6 feet social distancing requirement.
- Safety guidelines are displayed on the television screens located in the foyers.

# SEATING

- Ushers will assist with seating each person and/or family.
- Each pew is marked to comply with the 6 feet social distancing requirement.
- Families in the same household may sit together.
- Please remain seated where the usher places you.
- Ushers will monitor social distancing of congregants to ensure safety.
- Ushers will dismiss each section at the end of each service.

# ALTARS

- We encourage our church family to use their pews as altars anytime in the service they feel led to pray.
- Pastor will handle presenting the plan of salvation during the sermon as he feels led.
- If anyone in the congregation makes a decision, they may text the word "DECISION" to 803-500-4750. This allows us to get a record of their decision and to follow up.

# FIRST-TIME GUESTS

- We are praying for guests to come to church even during this unusual time.
- Pastor will handle greeting first-time guests as he feels led.
- If anyone is a first-time visitor, they may text the word "VICTORY" to 803-500-4750. This will allow us to get a record of their visit and to follow up.

# ANNOUNCEMENTS

- Announcements display on the screens and are announced from the pulpit.
- Bulletins or prayer lists are not distributed.

# GIVING

- Encourage Online Giving
- Offering boxes are available in each foyer at the door as people exit.
- One usher is assigned to guard each offering container.
- Turn offering containers in to Harry Shelten or Kim Usry to be placed in safe.
- Tithe envelopes are not available.

# CHOIR

- The choir are not gathering to sing at this time.

# MUSIC TEAM

- Space members out appropriately on stage to follow social distancing guidelines.
- Wipe down music stands and microphones after each use.
- Singers are not required to wear masks while singing, but are required to wear masks to and from stage.

# MEDIA TEAM

- Wash hands before using equipment.
- Sanitize all equipment, computers, laptops, microphones, headphones, boards, cameras, etc. after each service.
- Sights & Sounds Team Members must wear masks and practice social distancing.
- Screens display suggested safety guidelines in the announcement rotation.

# NURSERIES

- Our nurseries are temporarily closed. Please enjoy the service as a family.
- Baby changing stations are provided in the downstairs restrooms.
- A special room for nursing mothers is available. Please ask a volunteer for assistance.



# CHILDREN'S MINISTRY

- Our Children's Department area is temporarily closed. Please enjoy the service as a family.
- Lessons and skits are available on Victory Kidz YouTube and Facebook.

# TEEN MINISTRY

- Our Teen Department area is temporarily closed. Please enjoy the service as a family.
- The Teen Department continues to meet through Zoom calls and Facebook Live.

# IMPACT / YOUNG ADULTS

- Our Impact/Young Adult area is temporarily closed. Impact continues to meet through Zoom calls and Facebook Live.

# CONNECT GROUPS

- Connect Groups are not meeting on the church property at this time. Connect Groups continues to meet through Zoom calls and Facebook Live.

# CLEANING

- All areas of our church are to be thoroughly cleaned and sanitized before and after every service to comply with suggestions from the CDC and DHEC.
- Teams of volunteers are to assist with properly cleaning our facilities.

# **GREETERS / USHERS**

- All greeters, ushers, and volunteers must register and agree to waiver of liability prior to serving on the property.
- The example of staff, greeters, ushers, and volunteers is vital to the success of the day.
- If you do not lead properly, people cannot follow properly. Please lead by example.
- Please follow all guidelines.
- Staff, greeters, ushers, and volunteers must wear a mask and social distance at all times of service on campus.
- Any problems should be taken promptly to the leader of your team or department.
- Department heads and team leaders should report all problems to Bro. Ed Martin.
- Anyone presenting symptoms or becoming sick while on the property should be handled kindly and carefully and asked to leave the property. Bro. Martin must be involved in this decision.
- The hospitality room will serve as an area to take anyone sick or presenting questionable symptoms until Bro. Martin is able to assess the situation.
- Remember, we must be wise as serpents, but harmless as doves.
- Bro. Ed Martin will emcee the pre-service and post-service times.

It is the desire of Victory Baptist Church to gather safely and responsibly to worship together again in our church building. However, this situation is fluid and is changing daily. Any recommendation, suggestions, guidelines, policy, date, etc. is subject to change. We are monitoring information from local, state, and federal officials.

# **SUBJECT TO CHANGE**

*As of 5/21/20*