WELCOME

Notes:
ARCHDIOCESE OF CHICAGO

WHY ARE WE HERE?

QUESTIONS?

ARCHDIOCESE OF CHICAGO
REOPENAOC@ARCHCHICAGO.ORG

DIOCESE OF BELLEVILLE
REOPENING@DIOBELLE.ORG

DIOCESE OF JOLIET
REOPEN@DIOCESEOFJOLIET.ORG

DIOCESE OF PEORIA
REOPEN@CDOP.ORG

DIOCESE OF ROCKFORD
REOPEN@ROCKFORDDIOCESE.ORG

Notes:
PARISHIONERS ASSUMING SOME RISK

While our parish staffs will attempt to take appropriate precautions consistent with the advice of public health authorities, parishioners and guests should understand that they assume the risk of contracting COVID-19 anytime they enter a public space since such precautions do not eliminate the risk of infection.

Notes:
CERTIFICATION

Notes:
CERTIFYING YOUR PARISH TO OPEN – PHASE 1

- Certification is required by the Archdiocese and based on best practices from gov’t and healthcare.
- Ensuring the safety of parishioners, volunteers, laypeople and clergy.
- Phase 1 Certification to open no earlier than May 23, 2020
  - Baptism
  - Weddings
  - Funerals
  - Reconciliation
- Phase 1A Certification – when you are ready
  - Private Prayer
  - Eucharistic Adoration
- Phase 1 and Phase 1a limit attendee participation to 10

Notes:
CERTIFYING YOUR PARISH TO OPEN PHASE 1

- Certification Process:
  - Co-Leadership team and extended team review/attend webinar training session
  - Captains initial their section when tasks are completed.
  - Co-Leadership Team sign and date form when checklist is completed.
  - Phase 1A certification requires additional steps to be initialed by the pastor once completed.
  - Complete the form and send it via email to the address noted on the certification form.

- Archdiocesan Task Force will review and send certification confirmation email
  - Email must be received prior to parish opening

- Phase 2 TBD
  - Permission for Phase 2 is not yet given by the State and Archdiocese. Plan now but wait..

Notes:
CERTIFICATION

Notes:
SPACING PARISHIONERS

- **Social Distancing** always requires **everyone to be 6 feet apart in all directions**
- **Creating a Plan** for your Parish is Essential First Step
  - Determining the Seating Pattern
  - Marking the Pews
  - Spacing Rules for Families
  - Floor Markings to Direct Parishioners
  - Floor Markings for Key Participants
  - Visual Cues for Sacraments and Rites
  - Review All Sacrament Guides as prep

Notes:
PHYSICAL SPACE

Notes:
DISINFECTION

Notes:
DISINFECTING THE PARISH

• Mitigating the risk of infection transmission
• Cleaning vs. Disinfecting
• Disinfecting Solutions
• Frequency of Disinfection Activities
• Protecting the Volunteers during Disinfection
  • Masks, gloves, safety glasses
  • No one with lung or breathing issues

• If you are alerted to an infection…

Notes:
Notes:
VOLUNTEERS AND ROLES
ASSEMBLING YOUR TEAM

- Create your Parish Reopening Team
  - Leadership Team
  - Volunteer Team Captains (3): Set-Up, Cleaning/Disinfecting, Greeting (includes Ushers)
  - Recruit new volunteers for each Team: numbers, skills, commitment
- Safety of Volunteers
  - Ensure they are trained on new procedures: role and responsibilities are in each rite document
  - Must demonstrate safety protocols that are expected from parishioners
  - Confidence and kindness will be required during the reopening
  - Volunteers can not be in the “vulnerable population” (over 65 or with health issues)
  - High School age can volunteer for non-parishioner facing activities with parental permission

Notes:
VOLUNTEERS AND ROLES

Notes:
PARISHIONER MOVEMENT

Notes:
MOVING SAFELY AROUND THE PARISH

- Directing parishioners safely through all sacraments and rites.
- Determine traffic flow to minimize contact: part of Space Plan
  - Ushers and Greeters are critical to the safety of the parishioners
  - All parishioners **MUST be 6 feet apart** at all times in the church
  - Aisles need move parishioners in a single direction
  - Seating Church front to back and exiting back to front
  - Propping the doors open and have them clearly marked
  - Use Painters Tape to assist guiding parishioner’s movement
  - Make multiple plans based on the number of volunteers available

SAFETY FIRST
Please...

- Sanitize your hands
- Maintain social distance of 6 ft apart
- Wear masks

Notes:
MANAGING CONFLICT

- Plan and practice the most effective and efficient way to great parishioners
- Pandemic has taken a great toll on everyone emotionally and spiritually
- Emotions may range from excitement to anxiety
- Be patient, confident and calm with parishioners

Notes:
MANAGING CONFLICT

• Anxiety or stress may be due to other personal issues
• Accommodate parishioners if possible
• Determine if and how the church can provide assistance
• Walk all volunteers through Managing Conflict Guide and Steps
• Understand when help is needed: contact authorities if a parishioner is violent or threatening

Notes:
CONFLICT MANAGEMENT

Notes:
MODIFICATIONS FOR SACRAMENTS AND RITUALS

Social distancing guidelines must be enforced at all times. Pew and floor markings must be placed to reflect proper distancing.

Masks/Face coverings must be worn by everyone, at all times (unless noted in the procedural Job Aid).

When close contact is required (Baptism, Communion, etc.) priests are to wear face shields.

Notes:
HELPING PARISHIONERS THROUGH THE CHANGES

- Many of these changes may be troubling for parishioners – explain that the new procedures are in place to assure the health of clergy and parishioners
- Greeters and ushers play a vital role in enforcing social distancing guidelines from the moment parishioners enter the church to the time that they exit
- Priests/Deacons must:
  - Be directive – clearly provide guidance on where to stand and move while maintaining social distancing
  - Explain new processes and procedures (e.g., Receiving the Eucharist)
  - Emphasize an orderly exit from the church
  - Stay in your seats till the usher instructs you get up
  - Follow social distancing markers on the floor
  - Ensure that all disinfecting procedures are completed after the completion of each sacrament or ritual.

Notes:
JOB AIDS FOR SACRAMENTS AND RITES

- **Step-by-step Job Aids** have been created for the following sacraments and rites:
  - Receiving the Eucharist
  - Confession
  - Baptism
  - Funerals
  - Weddings
  - Private Prayer and Devotion (Phase 1A)
  - Adoration (Phase 1A)
- Job Aids must be carefully reviewed – **some portions of some sacraments and rites have been altered or eliminated for the sake of safety**
- **Parishioner Reopening Guide** is available for download by Parishioners

- Guidelines for all Sacraments and Rites reflect the updated guidance by government officials, healthcare professionals, and Church authorities.
- These guidelines are based on current requirements for groups of 10 or less in the church at any time. This is exclusive of all ministers and an usher or greeter.
- Parishes should adapt only as necessary, however, being careful not to violate social distancing, face covering, and disinfecting practices.
- Parishes or pastors may **NOT** alter number of allowed worshippers, social distancing, face covering, or disinfecting guidelines contained in the Job Aids.

Notes:
SACRAMENTS AND RITUALS

Notes:
SUPPLIES AND RESERVATIONS/SCHEDULING

Notes:
ORDERING SUPPLIES

- **Starter Kits** (Chicago Archdiocese) will be provided that include:
  - Hand Sanitizers
  - Masks for staff (very limited for parishioners)
  - Spray Bottles
  - Face Shields for clergy
  - Posters
- **Pick up kits at designated times and locations**: Email sent already (Chicago Only)
- **Keep 30-60 days** of supplies on hand
- **Reordering** instructions will be in the Starter Kit

Notes:
RESERVATION SYSTEM

- In Phase 1/1A must manage to 10 people through advance notice
- Reservation system is required for Phase 2 (Mass)
  - Seating will be limited based on Social Distancing guidelines
  - First Come, First Serve method will cause issues with parishioners and health risks
  - Reservations provide fair and equitable access to all parishioners
  - Reserve a few spaces of capacity to accommodate special needs of parishioners
  - Diocesan officials can provide guidance on existing registration systems or parishes may devise their own
SUPPLIES AND RESERVATIONS/SCHEDULING

Notes:
CLOSING

Notes:
GUIDELINE DOCUMENT ACCESS

• To access all documents and guidelines go to:
  https://www.archchicago.org/coronavirus/reopening-training
IN SUMMARY

- You need a plan that follows the guidelines
- You need resources and support – leaders and volunteers
- Refer to the detailed guidelines and supporting documents
- Don’t reopen until you are ready

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