

# **SUNDAY SCHOOL REOPENING GUIDELINES**

## **FIRST BAPTIST CHURCH OF UNIVERSAL CITY**

Church Family and Friends,

We are excited to announce the reopening of Sunday School at 9:30 am and 11:00 am on August 23, 2020. Our worship services will also meet at 9:30 am-blended and 11:00 am-contemporary.

Our facilities have been cleaned and prepared for social distancing. Hand sanitizer stations will be at every entry. We highly encourage at-risk members and guests to refrain from attending on-campus activities.

The following are the steps that we will strive to follow as we open all age divisions for Sunday School. Please note that these could change depending on the current circumstances within our church and in our state. We realize that some of the guidelines may feel restrictive and cumbersome. However, we do this to show love and concern for each other.

### **GENERAL GUIDELINES:**

- We ask that every person maintain 6 feet of distance from all non-family members while on campus.
- We discourage handshaking and hugging.
- Masks are encouraged for the general congregation, but not required. We will have masks available at all entry points if you need one.
- Doors will remain open to facilitate a minimal touch environment.
- Greeters will not be shaking hands.
- We encourage you to practice social distancing inside the classrooms, auditorium, foyer and parking lot.

### **PRESCHOOL MINISTRY - GRACE BLDG.**

The Preschool Ministry wants to do our very best to ensure that our area is a safe and healthy environment. The following changes will be made in the Grace Building:

- The entrance to the Nursery will change from the Sanctuary side to the outside Grace hallway. To help maintain a safe and healthy environment the Nursery will have limited access. Indicators will be placed on the floor in the hallway 6 feet apart for families to line up for check in.
- SICKNESS:
  - As in our FBCUC nursery policies, the following sickness guidelines will be strictly enforced:
    - A child must be free of fever (without the use of medicine) for 24 hours.
    - Diarrhea free for 24 hours.
    - No unexplained rash.
    - No congestive cough.
  - Temperature checks will be taken on parent/adult and child(ren) before entering the Grace Building. Temperature will be taken by use of a touchless thermometer. Any child that has a temperature above 99.5 will not be permitted.
  - Parent/adult will be asked to put on a mask before entering the Grace Building/Nursery. If parent/adult does not have one, we will provide one.

### **CHECK IN:**

- Parent/Adult will remain at the entrance door until called upon. One parent/child (children) will enter the Nursery and proceed to the check in station they are directed to. All check in's will be done by Staff/Volunteer. Desk attendants/volunteers will be required to wear a mask.
- No diaper bags, car seats or strollers will be allowed in the nursery. Parent/adult will provide 2 diapers, 2 pull-ups, or a pair of undergarments for each child. If you are bringing a cup for your child, please make sure their name is on the cup and the lid is secure. FBCUC will provide a zip lock bag for items to be placed in. As in the past, we will ask you to label all items. You will be asked to step aside to mark any items not labeled, which will slow down the check in process.
- All bottles will need to be prepared ahead of time. Please write your child's name on his/her bottle. Refrigeration is available for all bottles. Staff will use bottle warmers to warm bottles if asked.
- Children will be taken to rooms by a staff member or volunteer.
- Parent/Adult will exit the open door leading to the Sanctuary hallway.

➤ **CLASSROOM PRECAUTIONS: “A” Wing (front half of Nursery)**

**Birth through sitting up:**

- Limiting the number of children per classroom. Our goal will be no more than 6-8 per classroom.
- Distancing baby beds, swings and bouncers.
- Precaution will be taken to limit toys sharing.
- All snacks will be given in high chair or booster seats.
- Staff will continue to use new gloves with each child during diaper change.

**Crawlers:**

- Limiting the number of children per classroom. Our goal will be no more than 6-8 per classroom.
- We will limit the numbers of toys in classrooms.
- Child will be placed in booster seats for all snacks.
- Staff will continue to use new gloves for each diaper change.

**Walkers:**

- Limiting the number of children per classroom. Our goal will be no more than 6-8 per classroom.
- Limiting the number of toys in classrooms.
- All snacks will be at tables, distancing as best we can.
- Each child will have their own individual bags of crayons and markers. These items will be marked with the child’s name and will be kept in the classroom to be used each week.
- Musical instruments will not be shared.
- Bathroom to include toilet and sink handles will be cleaned with a Clorox wipe after each use.
- Staff will continue to use new gloves after each diaper change or bathroom aid.

➤ **CLEANING POLICIES**

- All rooms/toys will be cleaned and disinfected upon closing.
- All linens (blankets, burp rags, etc. will be cleaned and sanitized.
- All cups will be sanitized.

**3-Year Old Sunday School: B Wing (Back half of Nursery)**

➤ **CLASSROOM PRECAUTIONS:**

- Limiting the number of children per classroom. Our goal will be no more than 6-8 per classroom.
- Limiting the number of toys in classrooms.
- All snacks will be at tables, distancing the best we can.
- Disposable cups will be used during snack time.
- Each child will have a tub with their name and having the following items: markers, crayons, playdough, color page, and 2-3 books.
- Bathroom to include toilet and sink handles will be wiped with a Clorox wipe after each use.
- Individual carpet mats for each child will be used for distancing during story time.

➤ **CLEANING POLICIES:**

- Our volunteers will make every effort to maintain a clean and safe environment during their Sunday school time. Clorox wipes and spray disinfectant will be available in each room.
- Volunteers will be asked to spray the tables, chairs, carpet squares, music instruments and toys with disinfectant before leaving. All children must be out of the room during the spray down.

**CHECK OUT:**

- Parent/Adult will remain at the entrance door located in the Grace hallway until called upon. One parent/adult, wearing their mask, will enter the Nursery and proceed to the checkout station they are directed to. All check outs will be done by Staff/Volunteer.
- Parent will remain at the selected station until child is brought to the parent/adult.
- Parent/Adult and child (children) will exit the doors leading to Sanctuary hallway.
- Hand sanitizer will be used by staff and volunteers after each check in.

➤ Please note we will try our best to adhere to social distancing (6 feet apart) in the Grace Building, but due to age, this could be a challenge and not always controllable. We will do our very best to maintain a safe and healthy environment.

## PRESCHOOL MINISTRY - TRUTH BUILDING

The Preschool Ministry wants to do our very best to ensure that our area is a safe and healthy environment. The following changes will be made in the Truth Building:

### CHECK IN:

- The entrance into the Truth Building will have indicators (tape) every 6 feet leading up to the check in table.
- Limited access to the building will be monitored.
- One parent/adult will be asked to check in their child/children.
- Temperature checks will be taken on parents/adults and child/children before entering the Truth Building. Temperature will be taken by use of a touchless thermometer. Any child that has a temperature above 99.5 will not be permitted in.
- Parent/adult will be asked to put on a mask before entering the Truth Building. If parent/adult does not have one, we will provide one.
- Coordinator will fill out the name tag and place it on the children.
- Coordinator will give the parent/adult their part of name tag.
- Coordinator will walk the child to the classroom.
- Hand sanitizer will be used by volunteers after each check in.

### ➤ CLASSROOM PRECAUTIONS:

- Limiting the number of children per classroom. Our goal will be no more than 10 per classroom.
- Limiting the number of toys in classrooms.
- All snacks will be at tables, distancing the best we can.
- Disposable cups will be used during snack time.
- Each child will have a tub with their name and having the following items: markers, crayons, puzzles, playdough, color page, and 2-3 books.
- Carpet squares will be used during our Bible time to help with distancing.
- Bathroom to include toilet and sink handles will be wiped with a Clorox wipe after each use.

### WEE WORSHIP:

#### ➤ CLASSROOM PRECAUTIONS:

- Chairs will be spaced out best that we can.
- Musical instruments will not be shared.
- No dress up clothes during this time.

#### ➤ CLEANING POLICIES:

- Our volunteers will make every effort to maintain a clean and safe environment during their Sunday school time. Clorox wipes and spray disinfectant will be in each room.
- Volunteers will be asked to spray the tables, chairs, carpet squares, music instruments and toys with disinfectant before leaving. All children must be out of the room during the spray down.

### CHECK OUT:

- Limited access to the building will be monitored.
- One parent/adult with a mask on will be asked to check their child/children out.
- Parent/Adult will follow indicators to check out desk.
- Parent/Adult will provide their portion of the check in sticker and give to coordinator.
- Parent/Adult will remain at desk or indicator until child is brought to them.
- Parent/Adult will exit the building as soon as child is received.
- Hand sanitizer will be used by volunteers after each check out.

➤ Please note we will try our best to adhere to social distancing (6 feet apart) in the Truth Building, but due to age, this could be a challenge and not always controllable. We will do our very best to maintain a safe and healthy environment.

## CHILDREN'S MINISTRY (1<sup>ST</sup>-5<sup>TH</sup> GRADES)

We plan to adhere to the guidelines and recommendations that are currently in place for Daycare Programs. As these guidelines change, we will change.

### Check-In

- **1 parent per child(ren):** To help minimize the number of people on our floor we ask that only 1 parent be present at check-in.
- **Face masks are encouraged** to be worn by Volunteers, Parents and Children while on campus. Face coverings will be available for those who do not have them.
- **Hand sanitizer** will be mandatory for all individuals upon approaching the Check-In station.
- Sunday School Coordinators will fill out nametags for all Children and pass stickers to parents while wearing gloves.
- **While waiting in line to check-in please leave 6 feet between you and the family you are behind**
- **If your child has a cough, runny nose or fever, they will not be allowed to check in that day** – temperature checks will be taken upon check-in.
- **Parents will not be allowed past the check-in desk to drop Children off at rooms.**

### Sunday School

- **1 hour per child:** To help minimize the number of children the Ministry has at a time we are allowing 1<sup>st</sup>-5<sup>th</sup> grade to attend only 1 Sunday School hour.
- **Face masks are encouraged** to be worn at all times by both Volunteers and Children while on campus. Face coverings will be available for those who do not have them.
- **Classroom doors will remain open at all times:** Doors will be open as a part of our non-touch experience for safety.
- **Hand washing** will be mandatory for all children upon entry and exit of the classroom. Teachers will send them to the classroom sink upon entering the room.
- **Food and Drinks** will not be allowed in the classrooms.
- **Classroom Seating** – To help with social distancing:
  - Limiting the number of children to 10 per classroom
  - Keep 6 feet distance at all times
  - Each student will be given a supply bag with their name on it. Supplies will not be shared among students.
  - Cleaning of the classrooms will be done each morning prior to children arriving for Sunday school and after the classroom is emptied.

### First Kids Worship

- **1 hour per child:** To help minimize the number of children the Ministry has at a time we are only allowing 1<sup>st</sup>-2<sup>nd</sup> grade to attend 1 hour (either Sunday school 1<sup>st</sup> hour or First Kids Worship 2<sup>nd</sup> hour).
- **Face masks are encouraged** to be worn at all times by both Volunteers and Children while on campus. Face coverings will be available for those who do not have them.
- **Classroom doors will remain open at all times:** Doors will be open as a part of our non-touch experience for safety.
- **Hand washing** will be mandatory for all children upon entry and exit of the classroom. Teachers will send them to the classroom sink upon entering the room.
- **Classroom Seating** – To help with social distancing:
  - Chairs will be spaced 6 feet apart in the classroom
  - No Offering containers will be passed – Children can drop their offering in a bucket that will be placed at the front of the room.
  - Cleaning of the classrooms will be done each morning prior to children arriving for First Kids Worship and after the classroom is emptied.

## **STUDENT MINISTRY (6<sup>TH</sup>-12<sup>TH</sup> GRADES)**

### **Sunday School Guidelines:**

- Doors on campus: Upon arrival, the entry doors will be open as a part of our non-touch experience for safety.
- Face masks are encouraged to be worn at all times by each person in the family while on campus.
- Shaking hands, hugs and close contact is discouraged to help with social distancing.
- Sunday school classes will be set up with chairs around the walls of the classroom to keep the 6 feet distance between students.

## **ADULT MINISTRY**

- Please ensure doors are propped open during class time.
- Please know that we will clean the doorknobs, water fountains, and other high traffic areas in between uses.
- We will be spacing out the chairs to maintain social distancing in the classrooms. If class members are from the same household, they can sit together.
- We will not have tables set up in the classrooms to limit surface contact and cut down on cleaning time between classroom use.