



Groups Ministry

Bible Study/Groups Reopening Protocols

Groups of under 25 people

Effective Sunday, November 1, 2020

What You Need to Know

We're excited to reopen our beautiful facilities to groups and want to ensure we're creating a safe environment for everyone attending. Below is vital information for groups choosing to meet on campus. Our goal is to help you feel comfortable and safe while enjoying your Grace community.

First things first:

- Please read through all information and ensure your group members are aware of our protocols. Failure to comply with these protocols could result in your group being asked to find an alternative place to meet or resume meeting on Zoom.
- If you or others in your group are immune suppressed, high risk for other reasons, or just not yet comfortable meeting in person, we encourage you to reconsider in-person meetings.
- Please stay home if you are feeling sick, have a temperature, or have been exposed to COVID-19 in the past 14 days.

Room Availability

Small groups need to reserve the room that is appropriate for the size of their group based on social distancing protocols. Please reserve your room with our Room Reservationist Barb Katlein at bkatlein@gracewired.com or 313.882.3000, x248.

• Spacing

- Chairs – spaced 6' apart
- Couches – one person at each end and spaced so the next person is 6' away.
- Round Tables – 4 people per table
- Rectangular Tables – not available at this time

• Room Availability & Capacity

○ Groups under 15 people

- Balcony Sections – up to 8 people
- Boardroom – up to 8 people in couch area; 4 people at table
- Family Room – up to 5 people
- GraceKids Garage – up to 16 people
- Lower Level Rooms 4, 5, and 6 – up to 10 people
- Lower Level Room 8 – up to 15 people
- Study 1 & Study 2 – up to 6 people

- **Groups 15 to 25 people**
 - 45 Degrees Room – up to 16 people
 - Café Grace – up to 25 people
 - Theater B – up to 25 people

Vital Information

- Group leaders must track attendance, including a contact phone number or email address for each person. This information will be used if contact tracing is necessary. You may either have everyone sign in on a form that is turned in at the office, or use the LEAD app which is connected to our church database, Church Community Builder. Simple instructions are available.
- A positive Covid-19 diagnosis of any attending member of your group must be communicated to Grace leadership immediately by contacting our Executive Administrator Dorothea Copus at dcopus@gracewired.com or 313.447.0663.
- **Mask Requirement**
 - Masks will be required while in the building unless you are seated in your meeting room. NO exceptions.
 - Masks in meeting rooms are strongly encouraged but not required. If you have members of your group who feel safer with everyone wearing a mask, we encourage you to honor them by asking everyone to keep their mask on.
- **Social Distancing**
 - Please do not shake hands or hug anyone; air high fives, waves and smiles are HIGHLY encouraged!
 - Rooms will be disinfected after each use. The bathrooms are disinfected periodically throughout the day/evening.
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- **Hospitality**

We all agree that food is an important part of hospitality, but it is necessary, at this time, that the following protocols be put in place:

 - For safety and sanitary reasons Café Grace coffee service is **not** available at this time. Please invite group members to bring their own beverage.
 - Full meals are not permitted at this time.
 - Snacks are permitted; pre-packaged snacks are recommended.
 - You may serve food made by members (cookies, cakes, brownies, etc.) or picked up at a local restaurant (bagels, cookies, cake, donuts, etc.), assuming that appropriate safety protocols are followed and with the understanding that you are accepting liability for consuming this food.

Disclaimer

We take the greatest care to safeguard our guests, however participation in services and events is voluntary and your health is your own responsibility. By attending, you are acknowledging the inherent risk of exposure to COVID-19. You and any guests voluntarily assume all risks related to exposure to COVID-19 and agree not to hold Grace Community Church or any of its elders, employees, agents, contractors or volunteers liable for any illness or injury.