

July 3, 2020

Woodland Oaks Brothers and Sisters,

In view of our Governor's latest Executive Order related to COVID-19 ([No. GA-29](#)), effective July 3, 2020, we want to encourage all members attending our worship assemblies to wear face covering consistent with the Governor's order. We request that each member come prepared to wear appropriate face covering while transitioning to and from your seat in our worship assembly. The information related to religious assemblies in the Executive Order is that face covering is "strongly encouraged", but not required during worship services.

We are aware that there are strong feelings regarding the value of wearing masks. However, we are asking both sides of this issue to temper their feelings and display concern and support for the unity and well-being of the Lord's church at WOCC.

Masks will be available for those who do not have your own personal one.

Thank you for your cooperation in this matter. It is our prayer that this will soon be history and we will be able to "let our guard down" in fellowship with each other.

Your elders

June 12, 2020

Woodland Oaks Brothers and Sisters,

Three weeks ago we began phase 1 of our plans to reopen our assemblies following our Governor's Executive Orders related to COVID-19. As our state begins to lift requirements we are moving forward with plans to gradually reopen our services in phases. While the pandemic does appear to be slowing, it still remains a very real threat to many of our "at-risk" members and as such, we will remain consistent with the state's guidance on the Minimum Standard Health Protocols for [places of worship](#). We are all anxious to return to "normal" as soon as possible, but it is in the best interest of our congregation's spiritual, physical and emotional health to proceed with caution and protect all members. We do ask for your continued prayers, patience and cooperation.

That said, beginning on Sunday, June 21, we will proceed with phase 2. Highlighted below is a summary of what this phase entails. We have also attached a document entitled "What to Expect – Phase 2" to provide additional information.

- Services will continue to be streamed <http://woodlandoaks.org/media-center.html> or <https://www.youtube.com/channel/UC3r3Z5p1jFwx1g7rDUclVYA>
- We continue to encourage those in high risk categories for infection to stay home and continue to stream our worship services for your safety. This includes those older than 65, diabetics, those with chronic heart or lung disease, those with immune deficiencies and some pregnant women. Some parents with small children may want to consider staying home and streaming as well.
- The major change associated with phase 2 is that we will resume bible classes where we can safely social distance. This will include a single adult bible class (in the auditorium), a single youth class (for grades 7-12 in the Chapel) and a single children's class (for ages 0 through 6th grade that will be held in the Family Life Center).
- Classes will be taught from 9:15 - 10 a.m. and worship assembly will begin at 10:15 a.m.
- As we transition from class to the assembly, parents are requested to keep your children with you at all times and to address any bathroom needs before the assembly begins.
- All previous guidance on social distancing in worship assemblies will remain in effect. If you have not recently attended our worship services as part of our phase 1 reopening, we encourage you to read the attached document entitled "What to Expect – Phase 1".

If you will be joining us onsite for worship or classes, we ask you to self-screen before coming to the assembly. If you are running a fever or showing any potential symptoms (cough, chills, sore throat, loss of taste or smell, shortness of breath, etc.), please stay home and stream services.

We thank everyone for your ongoing cooperation, encouragement and prayers.

The Elders

What to Expect – Reopening Services, Phase 2

The most significant change in phase 2 is the reopening of some bible classes and additional uses of our facilities:

- We will reopen bible classes where social distancing is manageable. This includes:
 - A single combined adult bible class that will be held in the auditorium. The class will be taught by Marty Miller.
 - A single combined youth class that will be held in the Chapel. This class is for grades 7-12 and will be taught by Jordan Fontenot.
 - A single combined children's class that will be held in the Family Life Center (FLC). This class is for ages 0-6th grade. The class will be taught by various men including Quinn Tolbert, Adam Fracht, Joel Blake, Brad Raphelt, Brant Mathis, Matt Fitzgerald and others to be determined.
- All bible classes will be "live" streamed.
- Social distancing should be followed in all three classroom areas. In the auditorium, families may sit together, but should remain 6 feet apart from non-family members. Seating will continue to be on every other row, as has been the case in our recent assemblies. In the Chapel and FLC, tables and chairs will be spaced and we ask that you honor the spacing and not move tables and chairs around once you arrive.
- For those attending the children's bible class in the FLC, each family is asked to sit together at one table. We ask that parents with small children attend this bible class with their children as you will be responsible for your children at all times. We ask that parents not allow your children to leave your table and run around without direct supervision and that you keep them with you during the 15-minute break between bible class and worship assembly.
- With phase 2 we will also be reopening the general use of the Chapel facility for **spiritual based** activities that can maintain appropriate social distancing. This includes such gatherings as Celebrate Recovery and the Young Professionals bible study, etc.
- Future reopening phases are under review (such as Wednesday bible classes and Sunday evening worship services, additional bible classes, fellowship meals, use of the FLC for athletic activities, etc.), but those re-openings will be determined at a future date.

Thank you in advance for your cooperation!

What to Expect – Reopening Services, Phase 1

Please note the following logistical changes as we reopen our assembly:

- Our reopening phases are tentatively set as follows:
 - Phase 1 (May 24) – reopen the Sunday morning worship assembly.
 - Phase 2 (Jun 21) – reopen Sunday morning Bible classes (1 adult class, 1 youth class and 1 children’s class).
 - Phase 3 (TBD) – reopen Nursery.
 - Phase 4 (TBD) – resume all other ministries and assemblies.

- Our worship assembly will begin at our normal time of 10:15 a.m.; however, we ask that you arrive at least 15 minutes early so we can get everyone properly seated. There will be seating restrictions and by arriving early it will be much easier to address.

- One of the requirements in Gov. Abbott’s Guidelines for Reopening Churches is that we leave every other row in the auditorium open. The rows to be left open will be marked. Another requirement is that family members may sit together on a row, but non-family members are to maintain at least a 6-foot distance to the nearest non-family member. Under these restrictions, our auditorium has a maximum capacity of approximately 250 people. Anyone attempting to find a seat after capacity has been reached will be directed to the Chapel for seating. Secondly, additional overflow seating will also be available in classrooms A101 and A102. The services will be live streamed in all overflow rooms.

- Entrance to the auditorium will be through one of five entrance points. Two entry points will be through the glass doors on the east side (pulpit end) of the auditorium. Three entrance points will be through the west side doors at the back of the auditorium. As you enter one of these doors you will meet a greeter that will be able to assist with seating as needed. The greeters will not tell you where to sit, but we ask that you sit in the area of the building in close proximity to where you enter. This is to maintain appropriate social distancing and help us address any overflow requirements.

- As you enter the auditorium to be seated, please find a row and move as far to the inside of the row as you can. We are trying to follow the State’s social distancing requirements and climbing over someone to reach an empty seat makes that very difficult to do. The reverse is also true as we need to remain in our seating areas once the service begins.

- As you enter the auditorium, there will be someone to provide you with a bag of communion supplies. For the time being we will not be passing communion trays during the worship services. After partaking, place your empty contents in the sealable bag and drop in a trash bin on your way out of the building.

- Following our communion service, we will be offering a prayer for our contributions; however, we will not be passing a contribution tray through the audience. If you bring a check and wish to make a contribution, we will have someone with an offering tray near the exit doors. You can drop your contribution in the plate as you exit. We do encourage you to continue using the online giving and secure mail box options that are available to you.
- Our “greeters” and “communion servers” will be wearing protective masks. This is for your protection and theirs. There is no requirement that members wear protective face coverings, but please bring and wear appropriate protective gear if desired. There will be masks available if needed.
- Once services have concluded, our greeters will assist in an orderly exit of the auditorium. We ask that we all exit one row at a time. As each row exits, the greeters will notify the next row to exit and so forth.
- We request that you avoid socializing in the foyer or aisles. We suggest waiting until you are outside the building to socialize. We are not saying don't visit, we are just requesting everyone to practice social distancing and that will be difficult to do if everyone chooses to visit in the foyer or aisles.
- There will be sanitizer stations throughout the foyer. There will be signage to remind everyone of hygiene practices and social distancing. There will be no paper bulletins. The Family Life Center and playground areas will be closed. Parents, please maintain control of your children at all times.
- Social distancing practices will also be needed in and around the restrooms.
- We realize that this involves a certain amount of inconvenience, especially from such a loving and hospitable family, but we also realize this virus can be serious to many and we all need to take steps to ensure everyone is protected. We certainly encourage you to meet, greet, mingle and re-energize, but just do so in ways to protect everyone and continue to minimize the spread of this virus.
- Finally, if you become ill during the week, we ask that you promptly self-quarantine and alert the church office. We want to make sure you are okay and assist you in every way possible.

Thank you in advance for your cooperation!