

LSBCC: REOPENING THE CHURCH

	AREA OF OPERATIONS	CDC GUIDANCE	STATE GUIDANCE	LOCAL HEALTH OFFICER GUIDANCE &/OR UCC GUIDANCE	LSBCC IDEAS FOR OPERATIONALIZING
	GENERAL	Cautions states and local agencies to consider the first amendment right to worship when establishing opening plans.	Guidance does not obligate the resumption of in person activities. Recommend continuation of remote services (zoom) for those who are vulnerable (older adults or those with co-morbidities).	Religious services can resume. All operations must comply with Social Distancing Protocols and Order to Wear Face Coverings. Anyone 65 years or older as well as those medically vulnerable should continue sheltering in place.	(Marilyn did a great job of recording 10 year strategic plan items in a spreadsheet. That would work well for recording plans, assignments and monitoring progress for reopening.)
1	Hygiene Practices	Encourage hand washing (20 seconds) Have supplies available: soap, hand sanitizer (at least 60% alcohol) no-touch trash cans Reminders to cover coughs and sneezes Have signage reminding everyone of the above	Same as CDC		Create Signage, Obtain no touch trash cans where needed. Create hand sanitizing stations.
2	Cloth face coverings	Encourage all to wear (except under 2 or those having trouble breathing)	Strongly recommended for staff, generally encouraged to provide them for staff. Not for babies and children under 2.		Have extra masks available. Decide whether to make mandatory .
3	Cleaning, disinfecting, ventilation	Daily cleaning and disinfecting shared objects between uses. Establish routine cleaning and	All of CDCs plus: Keep items stocked at all times. Consider		Have disinfectant wipes available by the toilets and sinks, with no touch

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		<p>disinfecting schedule Avoid use of things not easily sanitized. Be mindful of use of cleaning products with toxic properties around children</p>	<p>disposable seat covers on pews and for other porous surfaces. Replace between uses, particularly if there are multiple services. Clean microphones, stands, items on pulpit between each use. Use touchless hand sanitizer dispensers. Introduce fresh air by opening windows, weather permitting. Consider installing high efficiency air cleaners, upgrading air filters to highest efficiency possible.</p>		<p>trash cans. Obtain no touch dispensers for sanitizers.</p>
4	Social Distancing	<p>Limit size of gatherings Promote social distancing Consider holding services in well ventilated or outdoor areas Consider mitigation efforts for other gatherings (funerals, weddings, classes)</p>	<p>Continue to provide services through alternate method whenever possible. Have services outside if possible. Dedicate people to maintain distances during activities. Close building for visitation outside of scheduled services, when possible. Consider using a reservation system.</p>		<p>Continue the Zoom service for those who are not ready to attend services in person. With 18 pews, we could average three persons per pew allowing a total of 54 to attend. One configuration would be two individuals (who share a household) on each end on a pew alternating with two persons in the middle of the next pew. Pews</p>

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			<p>Encourage congregants to meet with the same group to reduce transmission.</p> <p>Discourage congregating in lobbies and common areas, instead ushers direct guests directly to meeting room (sanctuary)</p> <p>Prop or hold doors open. Turn off drinking fountains. Establish directional hallways.</p> <p>Reconfigure parking lots (ie close every other space).</p> <p>Discourage activities which break physical distance (handshakes, hugs)</p>	<p>would be set aside to accommodate larger family groups that are already sheltering together. We may have to set up a reservation system to physically attend church. Possibly an online seating chart like airlines use or an actual call in system similar to restaurant reservations.</p> <p>We will use ushers to direct people to their seats, seating them in the front rows first then moving towards the back seats. The ushers will also guide people out of the church with the rear seats exiting first. (No Jane at the door.)</p> <p>We will have to place some type of social distancing markers in the courtyard for people entering the church. This will assist people to maintain 6 feet of separation. Consider locations for an outdoor service: courtyard, play yard or lawn area.</p>
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					Develop alternatives to the physical passing of the peace.
5	Sharing of Worship Materials	Limit frequently touched and self serve items (bulletins) Modify means of collecting offering.	Consider a stationary collection box at the entrance of the church.		Project bulletin contents or make available on individual hand held electronics. Remove hymnals and Bibles. Project hymn lyrics on screens. Members wishing to may bring their own Bibles. Develop in person alternatives to passing offering plate – drop offerings in plate when leaving or entering? Locked box? Plates with long handles? Leave tissues (place in non-porous container for cleaning) and add disinfectant wipes
6	Serving of Food	If offered, consider pre-packaged options and avoid buffet or family style meals.	Discontinue self-serve food and beverages. No potlucks or family style events. If served, provide single serve disposable containers. Volunteers serving should wash hands frequently and wear disposable gloves and face coverings.		The Deacons will have practical ideas for carrying this out. No coffee service!

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7	Nursery/Childcare	Refer to CDC information on preventing the spread of COVID-19 in childcare settings and adapt to your setting.	Refer to "COVID 19 Resilience Roadmap" website Did say that children should remain in the care of their household unit and not interact with other children.		If the secret garden is back in session there must be a thorough cleaning and sanitizing upon completion of classes on Friday and then again after church services on Sunday. Consider designating one bathroom for church employees during the week and the remaining two for the secret gardens use.
8	Check for signs and symptoms	Encourage those who are sick or who have had close contact with a person with COVID-19 to stay home. Chare CDC criteria so that they know how to care for themselves and others. Consider posting signs at entrances with this information			Purchase temporal scanners for ushers to check for fevers if indicated.
9	Plan for the illness of members or staff	Identify and area for separating anyone who exhibits COVID-19 symptoms during hours of operation Establish procedures for safely transporting them home or to a healthcare facility Notify Local Health Officer if a person diagnosed with COVID-19 has been in the facility. Communicate with members and staff about the potential exposure	For staff, investigate any COVID-19 illness and determine if any work related factors could have contributed to the risk of infection. Update plan if needed. ID close contacts and take steps to isolate positive staff and close contacts.		Train a backup for Keith to operate the equipment for the Zoom services.

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		<p>while maintaining confidentiality. Advise those with exposure to stay home and self-monitor Close of areas they have used until they have been cleaned and disinfected Follow CDC guidelines for returning and discontinuing home isolation.</p>			
9	Maintain healthy operations	<p>Designate a staff person to be responsible for responding to COVID-19 concerns. Members should know who this is and how to contact them. That person should be aware of policies. Consider creating protocols and training for greeters, ushers, childcare staff, housekeeping staff. Communicate clearly about actions taken to protect their health.</p>	<p>Establish a site-specific plan, perform a risk assessment of all areas and designate a person to implement plan in each area. ID contact for the local health department and communications with congregants and visitors. For staff and volunteers: topics for training: self-screening, what makes someone more susceptible, when to seek medical care, importance of hand washing, physical distancing at work and off work, proper use of face coverings, Prevention policies, leave benefits.</p>		<p>Do we select a risk manager? Is there someone with medical expertise in disease transmission who could be a medical contact between the Health Department and the Church?</p>
10	Signs and messages	Post signs in highly visible	In addition to signage,		

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		locations to promote everyday protective measures and how to stop the spread. Include messages in emails, websites, social media accounts.	use social media, website, texts, email newsletters to communicate the steps being taken to protect congregants/visitors and staff. Remind with announcements during services or when welcoming guests.		
11	Closing	Adjust operations to State and local health department notices.			
12	Attendance Limits		100 people or 25 percent of the building's capacity, whichever is lower. Limit stays in effect for 21 days after reopening, then conditions will be reviewed by health officials.		What is LSBCC capacity?
13	Singing and group recitations		Consider discontinuing activities where there is an increased likelihood for transmission from contaminated exhaled droplets. If can't be discontinued, conduct outdoors or limit number of people singing and ensure		Can the choir prerecord songs together from their separate locations and play the video during the services? Live solos at a distance greater than 6 feet. Disinfecting mic as suggested.

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			physical distance greater than 6 feet.		
14	Communion		Allow to be performed by fewer people, avoid use of a common cup. Provide pre-packaged communion items on pews, for example.		If we decide to have communion attendees can bring their own beverage. Bread/Hosts can be individually wrapped following safe food preparation guidelines.
15	Funerals		Consider reduced visitor capacity and stagger visitation times. Remind visitors to maintain physical distance.		