

# New City Covenant Church

# **Reopening Plan**

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COVID-19 Preparedness Plan

Designated Plan Administrator: Claire Kellner

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## Safety Protocol

1. Staff with COVID-19 symptoms should be sent home immediately.
  - Symptoms of COVID-19 can include fever, cough, shortness of breath, chills, headache, muscle pain, sore throat, or loss of taste or smell. Other less common symptoms include gastrointestinal symptoms like nausea, vomiting, or diarrhea.
2. Staff to take temperature each day before working in building
3. Staff will regularly wash their hands.
4. Ensure handwashing and/or hand-sanitizer facilities are readily available and appropriately stocked.
5. Provide recommended protective supplies, such as non-medical cloth face coverings, gloves, disinfectant, shields, etc., appropriate to the task of the staff.
6. Post “hand-washing” and “cover your cough” signs in the bathrooms and around church.

## Building Protocol

1. Routinely clean and disinfect all areas, such as offices, restrooms, common areas, shared electronic equipment, instruments, tools, controls, etc
2. Provide hand sanitizer and tissues at the entrance, in each seating area section, and other prominent locations
3. Personal equipment, items used in rituals or services, microphones, and phones should not be shared or, if shared, should be disinfected after each use.
4. Frequently clean all high-touch items, such as doorknobs, countertops, barriers, railings, handles, ends of pews, tops of chairs, and other surfaces.
5. Hymnals and religious texts should be removed as they cannot be effectively cleaned.
6. Facilities must ensure the COVID-19 Preparedness Plan is posted in easily accessible locations and is shared with and reviewed by all staff.
7. Communication to educate members and participants about the steps being taken for their protection to mitigate the spread of COVID-19 is encouraged. Protective measures should be communicated to members and participants prior to, and at the start of, the event or gathering to both educate and inform them of their role in protecting themselves and others



## Member Guidelines

1. Participants should conduct a self-check and stay home if they have symptoms of COVID-19. *People should also stay home if they have a household member experiencing symptoms compatible with COVID-19.*
  - a. Symptoms of COVID-19 can include fever, cough, shortness of breath, chills, headache, muscle pain, sore throat, or loss of taste or smell. Other less common symptoms include gastrointestinal symptoms like nausea, vomiting, or diarrhea.
2. Persons who may be at higher risk for severe illness are strongly encouraged to stay home
3. Encourage participants to regularly wash and/or sanitize their hands.
4. Require all participants to wear a face covering or mask while entering, exiting, and walking around in the building. We will have extra masks available for people who do not arrive with one.
5. Maintain a distance of at least 6 feet from people not in the same household at all times. This includes establishing this distance with people next to you and in front and behind you. Remove or block off seating, clearly mark entrances and exits and space within the facility to ensure adequate spacing of participants.

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## Phase One:

1. We will continue to live stream service on youtube & offer Children's ministry materials online.
2. Occupancy can be up to 50% of fire code
3. No Children's Ministry- Children must be with their parents AT ALL TIMES
4. No Soul Food

### In the Gathering Place:

1. No Coffee provided -- encourage people to bring from home
2. Hand sanitizing stations
3. Masks are required while in the building

### In the Sanctuary:

1. Arrange chairs to ensure social distancing between families and individuals
2. Everyone must wear a mask and the congregation is encouraged not to sign
3. Can have up to 75 people in the sanctuary
4. Hand sanitizing station at entry
5. Everyone must exit immediately following the service

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## Phase Two:

1. Still live stream service on youtube & offer Children's ministry materials online.
2. Children's Ministry Reopens (See below for details)
3. No Soul Food

### In the Gathering Place:

1. Same as Phase One

### In the Sanctuary:

1. Same as Phase One

### Children's Ministry (NEW):

1. Nursery will have 1 teacher with kids Ages 0-2 (no big kids in room before or after church)
2. PreK room will be divided into two rooms (Room 2 & Room 3)
3. K-3 will be in Room 5 with tables spread out and extra chairs
4. 4th & 5th Graders will be in Room 4 (remove couches, add tables?)
5. Youth Group will meet in the Soul Food room (or on the patio) to have more space. They should sit 3 to a table, with the teacher circulating throughout.
6. All kids will hand sanitizer throughout time together, teachers will wear masks, kids will be outside as much as possible. A more detailed plan will be given to parents before.



## Phase Three: (Same as Phase two, except add Soul Food)

### Soul Food:

1. Hand Sanitizer stations at entry and throughout
2. One family/household per table
3. Food prepared by 1 or 2 people, wearing masks and gloves
4. Serve pre packaged items as much as possible