

**Church of St Paul**

Barriere, BC

# **COVID-19 Safety Plan**

Developed using the  
WorkSafeBC Safety Plan Template  
and coordinated with  
the policies and guidelines of:

**WorkSafeBC**

**BC Centre for Disease Control**

**BC Public Health**

**The Pacific Mountain Regional Council (United Church)**

**The BC Synod (Lutheran Church)**

**The Territory of the People (Anglican Church)**

## **Step 1: Assessing the Risks**

The assessment of risk in resuming indoor services has been undertaken by the Minister and members of the Board. We have identified:

- areas where people gather
- task and activities where people are close together
- surfaces that people touch often, including doorknobs, light switches and microphones

## **Step 2: Implement Protocols**

We have reviewed and implemented the guidelines and policies regarding the re-opening of churches issued by the three denominational judicatories to which we are accountable as a congregation:

- The Pacific Mountain Regional Council (United Church)
- The BC Synod (Lutheran Church)
- The Territory of the People (Anglican Church)

We have reviewed the most recent and relevant documents regarding COVID-19 issued by:

- WorkSafeBC
- BC Centre for Disease Control
- BC Public Health

with particular attention paid to those documents and guidelines concerning faith-based organizations.

### **First Level Protection (Elimination)**

We will post signs indicating an Occupancy Limit of 30. The limit will account both for household groups and individuals, allowing for 360° two-metre distancing.

If our Occupancy Limit is reached and others arrive, they will not be allowed to enter.

We will ensure that two-metre distancing is adhered to as people enter and leave the building.

### **Second Level Protection (Engineering) – Barriers**

N/A

### **Third Level Protection (Administrative) – Rules & Guidelines**

If possible, a separate entrance and exit will be used.

All individual household groups will maintain 360° two-metre distancing at all times. This is to include entering and exiting the church and while seated.

A greeter will ask everyone to use hand sanitizer upon entry to the church.

Extra masks will be available at the church entrance.

A log of attendance will be maintained each week should the need arise for contact tracing. The log will include the name and contact information (phone & email) of each person who attends. If possible, the log will be filled out with a non-contact method – one person only recording the information. The log for each Sunday will be retained on file for a minimum of 30 days.

Washrooms will be available for emergency use only.

All pamphlets, magazines and hymn books will be removed.

Pew cushions will be removed.

Congregants will be encouraged to limit conversation while in the church.

Microphones will not be shared.

There will be no congregational singing. Singing by a soloist will be permitted. He/she will be encouraged to allow for double the 2-metre distance rule while performing.

Instrumental music is permitted except for brass and woodwind instruments.

As far as possible, liturgical resources for the service will be shared via PowerPoint. If a liturgical resource needs to be made available on paper for distribution, it will be done up as a one-time-only use and distributed in a manner that precludes contact.

The collection/offering will be done in a non-contact manner *i.e.* a stationary receptacle into which people place their offerings.

Communion services will not be offered.

There will be no coffee/fellowship time offered after the service.

Following the conclusion of the service, congregants will be asked to leave the church in an orderly fashion respecting social distancing and limiting conversation until they are outside.

### **Fourth Level Protection – Masks**

We will require people to wear masks upon entering the foyer and until they exit the building.

## **Cleaning & Hygiene Practices**

We will ensure that the foyer, sanctuary and washrooms are thoroughly cleaned and disinfected prior to gathering for worship.

Washrooms will be for emergency use only and will be disinfected following each use. Bottles of hand sanitizer will be available in the foyer and at the front of the church.

All hard surfaces in the foyer, sanctuary and washrooms that may have been touched will be cleaned and disinfected following the service. This will be done by members of the congregation as designated each week.

## **Step 3: Develop Policies**

We will require those who are feeling ill or who have traveled outside of Canada within 14 days of attendance to refrain from attending, using the health checklist provided by WorkSafeBC as a template.

Each person who attends will be asked to sign a copy of the checklist regarding COVID-like symptoms and recent out-of-country travel as a way to ensure that they are familiar with the criteria that precludes them from coming to worship.

We will remind people who are considering attendance at worship to keep in mind those to whom they are returning in their homes. If someone in an attendee's household has underlying medical conditions that might compromise their immune system, attendance at church by another member of the household would be unwise.

Further policies regarding practices – see Step 2, Third Level Protection

Small group meetings or gatherings will follow the guidelines of this Safety Plan as appropriate to their context.

## **Step 4: Communication Plans**

We will communicate our Safety Plan to members of the congregation and the wider community by posting the Safety Plan on our website prior to commencing Sunday services and by posting the Safety Plan in the church.

Before indoor worship is resumed, each household in the congregation will be mailed a pastoral letter welcoming them back to church. The mailing will include an summary information sheet which will include the Rules & Guidelines articulated above in Step 2 – Third Level Protection, the requirement to wear masks and other relevant information.

## **Communication Plans** *(cont'd)*

We will post signage provided by WorkSafeBC regarding:

- COVID-like Symptoms & Recent Out-of-Country Travel
- Handwashing
- Coughing & Sneezing
- Mask-wearing
- Cleaning & Disinfecting

## **Step 5: Monitoring & Updating**

We will continue to monitor the policies and guidelines of the three denominational judicatories to which we are accountable and those of WorkSafeBC, BC Centre for Disease Control and BC Public Health for updates. We will amend our practices as recommended and/or required.

We will review our policies & practices at our monthly Board meetings and be attentive to input from members of the congregation.

## **Step 6: Addressing Risks from Resuming Operations**

The foyer, sanctuary and washrooms will be thoroughly cleaned and disinfected before resuming Sunday services.

The sanctuary will be well aired out before resuming Sunday worship by opening windows and doors for an extended period.