

# Trinity Shared Ministry

Clearwater, BC

Sunday services held at St. James RC Church, Clearwater

# 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 pews, 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 adhere to the Occupancy Limit of the worship space as set by St. James. The limit will account for both household groups and individuals, allowing for 360° two-metre distancing.

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

While seated, 360° 2-metre distancing from others will be maintained. Households may sit together but must maintain 2-metre distancing from other household or individuals.

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**

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

Extra masks will be available at the entrance.

Hand sanitizer will be available. Everyone will be expected to use hand sanitizer upon entry.

A log of attendance will be maintained each week should the need arise for contact tracing. 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.

Windows in the sanctuary will be opened during worship to allow for ventilation.

There will be no congregational singing. Singing by a soloist will be permitted. He/she will allow for 3-metres distance from others while performing.

Instrumental music is permitted. Musicians will maintain 2-metre distancing from each other.

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 in an orderly fashion.

No socializing before, during, or after the service is permitted.

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

We will require people to wear masks at all times while gathered inside.

Someone speaking as part of the service may remove his/her mask while speaking, maintain a 3-metre distance from others, and re-mask when finished.

A soloist may remove his/her mask while singing, maintain a 3-metre distance from others and re-mask when finished.

Brass and woodwind players may remove their masks to play, maintain 3-metre distance from others while playing, and re-mask when finished.

## **Cleaning & Hygiene Practices**

We will ensure that the worship space has been cleaned and disinfected prior to gathering for worship.

Hand sanitizer will be available.

Washrooms will be available to allow for hand-washing and drying. People will be encouraged to use the washroom for this purpose only.

Washrooms will be disinfected following the service.

Hard surfaces that 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.

Each person who attends will be asked to undertake a health check 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. A health checklist will be made available to congregation members before resuming worship via email.

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

## **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 having a copy posted in the church.

## **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 Board meetings when we are able to meet and be attentive to input from members of the congregation.

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

N/A