

**Phase 2 Summary** In Phase 2, [in-person worship suspension continues](#). It allows a group of 10 or fewer to gather in the building to record or produce online worship resources, while practicing physical distancing, wearing face masks, and observing other hygiene practices. Each person may remove their face mask while they are speaking during active recording. The production of in-person vocal music remains prohibited in facilities, unless you are a solo occupant. Touched surfaces must be sanitized after each use. Access to Church buildings is limited to designated staff, volunteers, meetings, and services. [We will continue worship, fellowship groups and meetings on line.](#)

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#### COMMUNICATION

- Policies, procedures, expectations and notices will be broadcast by email, mail, phone tree, social media and personal calls. A current building key holder may enter the building for essential tasks that are time sensitive. The expectation is that any key holder who enters the building, will follow posted protocol and take full responsibility to ensure its completion.

#### HIGH RISK POPULATIONS     **Advised to stay home and stay safe.**

Definition of High Risk Population: COVID-19 is a new disease and there is limited information regarding risk factors for severe disease. Based on currently available information and clinical expertise, **older adults and people of any age who have serious underlying medical conditions** might be at higher risk for severe illness from COVID-19.

Based on what we know now, those at high-risk for severe illness are:

[People 65 years and older](#)

- People who live in a nursing home or long-term care facility

People of all ages with [underlying medical conditions, particularly if not well controlled](#), including:

- People with chronic lung disease or moderate to severe asthma
- People who have serious heart conditions
- People who are immunocompromised
  - Many conditions can cause a person to be immunocompromised, including cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications
- People with severe obesity (body mass index [BMI] of 40 or higher)
- People with diabetes
- People with chronic kidney disease undergoing dialysis
- People with liver disease

#### PHYSICAL DISTANCING

- \*Physical distancing at least 6ft in all directions is required

## MAXIMUM GROUP SIZE

- We all agree that “Do No Harm” is our priority. Therefore, the presence of people in our church building will be extremely limited during Phase 2.
- **\*Up to 10 people can gather in building to produce online worship resources, or essential tasks (such as: count money, book-keeping, trustee maintenance/repair). Building use is limited to key holders and designated services (such as: packed with pride food program, garden manager tasks)**

## SAFETY ACTIONS

- We will monitor our supplies of soap, hand sanitizer, disinfectants, face masks and glove supplies. We have abundant supplies for Phase 2. However, please feel free to make masks to donate to the church.
- Face masks are **required**. (we will have masks on hand to give out as needed)
- The church will be thoroughly cleaned per CDC guidelines.
- We will have an abundance of signage throughout the building pertaining to CDC safety guidelines.
- **Signage at each entry will indicate total number of people allowed in building, distancing requirements, mask requirement, log-in request to enter the time you enter, phone number and the time you exit, and a notice not to enter if you have any symptoms.**
- We will limit use of common high touch areas. I.e. kitchen, coffee maker, music area, copy machines. Ideally 1-2 people max users for each common area. **Any usage will be followed by disinfecting.** Traditionally locked rooms, cupboards etc. will remain locked (such as: Sunday School Rooms, music cupboard, offices.)
- **The nursery room is off limits** (except for Trustees) due to inability to properly sanitize the room. We will put a sign on each nursery door that says “Off Limits”.
- Clean and disinfect frequently touched surfaces, and shared objects between each use.
- **Restroom doors will remain propped open. After each use of a restroom, the user must use the sanitizer provided to spray all touched surfaces and leave the sanitizer to dry. (Do not wipe off). A sign will be posted in each restroom with these instructions.**
- Avoid using items that are not easily cleaned.
- We have checked that the ventilation systems operate properly and increase circulation of outdoor air.
- We have checked that all water systems and features are safe to use after shutdown.
- Should there be a **positive Covid- 19 test** in the building we will do a 14-day complete shut- down of the church and self-quarantine of the positive testee along with contacts.
- A Positive Test notice will be sent out immediately by email, mail, phone tree, social media and personal calls.
- Due to HIPAA no names will be released, only notice. Any staff contacts or positive testee will be self-quarantined immediately.
- Tracking will be done with 2 simple sign-in logs, one located at each of our 2 entry doors. Information included on these sheets include this notice “You are responsible for

sanitizing all items and surfaces you touched before leaving the building. Disinfectant wipes/spray are located by the Narthex sink.” Need supplies?

Email : [amytumc@gmail.com](mailto:amytumc@gmail.com)

- Our church doors will remain locked and can only be accessed by key holders.
- When two or more people are in the building and are in the same area, any unmasked individuals will be asked to put on a mask. Refusal to wear a mask means you must exit the building.

#### STAFF AND VOLUNTEERS

- Staff and designated volunteers can work in building, assuming all precautions are taken:
  - Cleaning, sanitizing, using a face mask if 2 or more in one space, 6ft distance is required.
  - wash hands frequently and use hand sanitizer often.
- Keep office functions as limited as possible.
- Childcare staff will return at Phase 4. (SPRC will manage)
- Office AA will return at Phase 3. (SPRC will manage)
- Staff members and volunteers who are sick are to stay home.

#### WORSHIP

Virtual worship services will remain through Phase 2. No in-person worship until Phase 3.

#### BUILDING USE

limited staff, and essential management individuals.

#### BUILDING USE FOR OUTSIDE GROUPS WILL BE CONSIDERED FOR PHASE 3

No building use by any groups in Phase 2. Exceptions are: essential administrative personnel, musicians recording instrumental music for worship.

#### COMMUNITY CONNECTIONS AND OUTREACH

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