

COVID-19 Prevention Plan

- Faith Baptist Church - 9/16/20 -

- **How to Serve and interact with Team & People;**
 - Our team and people will be **required to pre register** in advance of each large group gathering. This includes self-screening and providing all necessary contact information. Accessible signage will be posted in the facility.
 - Our team and people will be **required to wear masks** prior to entering the facility. Doors will open at 10:00AM. Masks may only be temporarily removed for Identification, ceremonial purposes, or the consuming of food or beverage once seated in the auditorium. Those who are not required to wear a mask include children under 2, children under 4 who cannot be persuaded, and those with medical conditions. Accessible signage will be posted in the facility.
 - Our team and people will be **required to check in** at the 'check in table' upon entering the lobby. Here they will confirm their registration, declare their self-screening statement, use hand sanitizer and proceed to the double door auditorium entrance in the lobby. Accessible signage will be posted in the facility.
 - From there, our people will have the option of picking up a beverage as they are ushered to the next available seat group to participate in the service. Hot drinks and water will be available from 10:10AM -10:30AM, but, once seated, we require that people not return to the beverage table. Tables will be numbered for clarity in seating and dismissal. We ask that our people remain at their seating group for the duration of the service. The only acceptable reason for leaving the seating group, during the service, is in case of emergency, or to use the washrooms by exiting through the double doors at the back of the auditorium, which will remain propped open.
 - Washrooms are single use and cleaned prior to each large group event. Those who use the single-use washroom must wash hands, wipe all touch surfaces with a disinfectant wipe, and then use hand sanitizer. Accessible signage will be posted in the facility.
 - Our volunteer team is provided with viewing opportunities in separate seating, physically distanced in the cafe and the lobby to provide maximum space in the auditorium for our people.
 - Upon completion of the service, our usher team will dismiss social groups in an organized fashion to avoid grouping at the exit. Our people will exit through the double doors at the back of the auditorium and directly out the front door of the lobby. This is to allow time for cleaning and to avoid mingling in the facility. Physical distancing will also be required when in the parking lot.
 - Our team is responsible to maintain oversight of the gathering and to ensure that all persons in attendance comply with these requirements.
- **Physical distancing in the facility;**

- Our people will maintain physical distance when parking vehicles, entering the lobby, seated in the auditorium, using the washroom, and exiting the facility.
- Our team will maintain physical distance while on stage, in the tech booth and in their volunteer roles.
- We have adjusted our auditorium seating, cafe seating, tech booth and lobby flow to comply with physical distancing.
- Children are to be accompanied by an adult at all times.
- **Cleaning;**
 - All high touch surfaces in our facility will be cleaned and disinfected regularly. Disinfectant wipes and Alcohol based sanitizers will be made readily accessible.
 - Washrooms will be disinfected between each use by the user. Wash hands, wipe all touch surfaces with a disinfectant wipe, and then use hand sanitizer.
 - When weather allows, we will open windows for increased air circulation.
- **Equipment;**
 - We will refrain from using any unnecessary 'shared' equipment, including instruments, microphones, offering buckets, bulletins, Kleenex boxes, etc. Any necessary 'shared' equipment will be disinfected regularly including Ipads, computers, soundboards and printers.
- **Preparing our Volunteer Team to return to the facility;**
 - We will educate our team on the necessity of supporting government regulations in regards to COVID-19. We will communicate these requirements to our team as clearly and effectively as possible, encouraging questions, discussion and any necessary training, providing hand sanitizer, cleaning products and face masks. We will be calling on our team to exemplify and model compliance with these restrictions.
- **Preparing for our people;**
 - We will educate our people on the necessity of supporting government regulations in regards to COVID-19. We will communicate these requirements to our people as clearly and effectively as possible, encouraging questions, discussion and any necessary training, providing hand sanitizer, cleaning products and face masks.
- **Monitoring and Communicating of plan,**
 - Our leadership will create the best prevention plan we can in cooperation with our volunteer team. We will assess our prevention plan frequently and consider all feedback.
 - We will communicate this prevention plan through every available platform to ensure our people understand prior to reopening in-person gatherings.