

**Terrace Christian Reformed Church**  
**COVID-19 Safety Protocol – Nov 20, 2020**

1. Protocol for Entering/Using the Building

- a. Church building use is booked with Pastor Joel Ringma
- b. User group leader/designate contacts Covid-19 safety team by email for protocols and confirms with safety team contact that the protocols are understood and will be followed.
- c. Anyone with the following may not enter the building:
  - i. **new or worsening symptoms** (fever, chills, cough, loss of taste/smell, difficulty breathing, sore throat, loss of appetite, extreme fatigue/tiredness, new body aches, headache, nausea, vomiting or diarrhea)
  - ii. **recent travel** outside of Canada within the last 14 days
  - iii. have been identified by Public health as a **close contact** to someone with Covid-19
  - iv. have **been told to isolate** by Public Health
- d. Maintain physical (2 meters) distancing wherever and whenever possible
- e. Use of hand sanitizer on entering & exiting the building is recommended and provided at both entries.
- f. Wear mask when entering the building and until seated or until in position for worship leading. Use mask when moving about in the building and whenever unable to maintain physical distancing.
- g. Each person completes logbook information on entering

2. Protocol for Meeting in the building with smaller groups

- a. Use space appropriate to allow for physical distancing (2 meters)
  - i. Council room capacity max 6 persons (suggest door open for ventilation)
  - ii. Fellowship Hall capacity in rectangle meeting configuration max 15 persons – additional capacity in alternate configuration please discuss with COVID Safety team (max 25 persons).
  - iii. Manage areas of congestion (ie: doorways and traffic flow)
- b. Recommend not sharing pens, books, etc.
- c. Frequent hand hygiene (soap/water or hand sanitizer) while using building
- d. Food & Beverage:
  - i. Consider avoiding communal or buffet-style meals
  - ii. Ensure hand washing stations or hand sanitizer is placed close to where food and drinks are served.
  - iii. Designate a person to serve food and drinks to others and ensure that person washes their hands before serving.
  - iv. Ensure physical distancing is maintained.
  - v. Clean condiments between uses if these items are shared.
  - vi. For additional guidance on food safety, please refer to the BCCDC website
- e. Each user group is responsible to wipe down (with approved disinfectant) the table (if one is used) and any other frequently touched surfaces while meeting
- f. If washrooms used during meeting time, please also wipe down main bathroom door handle and sink taps (with approved disinfectant)

- g. If kitchen / dishes used – wash dishes as per already posted protocol and wipe down counters – other high touch surface – taps, fridge handle if used, etc. (with approved disinfectant).
  - h. User group cleaning supplies with disinfectant (Health Canada approved) are in a labelled basket and stored in kitchen.
3. Protocol for Sound Booth and Worship Equipment
- a. As above, and:
  - b. After each practice and worship service please ensure the equipment is powered off appropriately and:
    - i. Sound booth member or members wipe down all equipment use/touched for PowerPoint/camera/sound operations, including remote mics – use disinfectant wipes provided in the sound booth.
    - ii. Worship team member or members wipe down all worship equipment used/touched (ensure it is powered off) including stands, mics, keyboards, drum sticks, etc. – use disinfectant wipes provided in the sound booth.
  - c. Perform Hand hygiene (soap/water or hand sanitizer) after cleaning equipment.

**If you have any questions about the safety protocol, please contact one of the Covid-19 Safety team members:**

Lorraine Euverman [lmeuverman@hotmail.com](mailto:lmeuverman@hotmail.com) Jodi Braam [jbraam84@gmail.com](mailto:jbraam84@gmail.com)

Elaine Veldman [eveldman@telus.net](mailto:eveldman@telus.net)