**Christiania Lutheran Church**

**Welcome Back**

**COVID-19 Re-Open Safety Plan**

**Guidelines for Large Group Meetings at Christiania Lutheran Church**

**- Indoor Worship (Service, Weddings and Funerals)**

**Large groups refer to any group larger than 10 and less than 150.**

**PURPOSE:** To decrease the risks for transmitting COVID-19 infections.

**1. SCHEDULING:** To avoid overlapping or conflicting use of space

* Any group meeting large group definition planning to meet at the church must schedule in advance with the Office Manager.
* Specific area of the building to be used must be identified.
* Outdoor meetings are encouraged whenever possible.
* Specific area to be used by a large group must be approved by the Worship Ministry Team.

**2. ATTENDANCE REQUIREMENTS**

* Anyone who is sick, experiencing symptoms, living with a household member who tested positive or tested positive for COVID-19 must stay home.
* Symptoms include fever (temperature of 100F or greater), cough, shortness of breath/difficulty breathing, chills, unexplained headache, muscle aches/pain, sore throat, loss of taste or smell, or gastrointestinal symptoms like nausea, vomiting, or diarrhea.
* Anyone who has tested positive may attend once released by the Minnesota Department of Health (MDH).
* [High risk populations](https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-at-higher-risk.html) are discouraged from attending in person. This includes individuals over the age of 65 and those with chronic health conditions listed in the attached MDH link.

**3. RULES of CONDUCT**

* Participants entering the building will attest to being symptom free per sign in sheet near main entrance door.
* Participants are encouraged to use hand sanitizer upon entering the building and before exiting.
* All participants **must** maintain at least a six-foot distance from others, except individuals who live in the same household.
* Face masks are strongly encouraged.
* Restroom use is limited to one person at a time, except individuals who live in the same household.
* Indoor conversations should be brief. Any longer conversations are encouraged to be held outside the building while maintaining six-foot distancing.
* More detailed rules of conduct will be provided prior to the service.

**4. RESPONSIBILITIES OF GROUP LEADER or DESIGNEE**

* Schedule event with Office Manager well in advance to ensure proper preparation is made for a larger group.
* Organizer or designee must inform (who is responsible to inform) participants of any policies and procedures that apply to the gathering.
* Document names of all participants on the attendance sheet and submit to Office Manager for potential need for contact tracing.
* Conduct screening of attendees by means of attestation to assure none are currently sick, experiencing symptoms, or had a positive test, live with someone who has tested positive in the last 14 days, and have not been cleared by the MDH.
* Personal equipment, items for ritual, and microphones used for a service should not be shared and must be cleansed after use.
* Hymnals, Bibles, and other book, papers should be removed from space since they cannot be adequately cleaned.
* Large groups are to refrain from singing and chanting. If singing occurs, the groups are to be spaced 12 feet apart. Musicians must be 6 feet apart if not singing and 12 feet apart if singing.
* Avoid passing items such as baskets, plates, etc.
* Provide instruction and monitoring of applicable policies and procedures during the gathering.
* Additional requirements may be developed, depending on the specific activities of the group.
* Inform Office Manager what areas of the building were used so appropriate cleaning can be done.

**CLEANING AFTER LARGE GROUPS:**

* After a large group has been in the building, no groups can meet until the custodial cleaning is complete.

Approved June 17, 2020