

2020 Living Hope Fellowship COVID Preparedness Plan

May 30, 2020

1. This list of protocols will be available to all congregants at the entrance of the church as well as electronically via email and Facebook.
2. Pre-Service Measures:
 - a. An assessment of likely attendance has already been done
 - i. Likely attendance is 40-50 people on any given Sunday.
 1. With 40-50 people in attendance, LHF will not exceed the 25% occupancy limit.
 - b. Common handles and knobs will be cleaned prior to and post service.
 - c. Signage will be in place prohibiting use of the fellowship area, nursery, and kitchen. A volunteer will be in place for redirection of attendees.
 - i. Signage will also be placed where food was previously placed ensuring no one uses the kitchen or fellowship area for food.
 - d. Signage will also be placed reminding attendees about a “no touch” rule
 - e. Signage will include warnings and information about symptomatic persons
 - i. *For example: Symptoms of COVID-19 can include fever, cough, shortness of breath, chills, headache, muscle pain, sore throat, loss of taste or smell. Other less common symptoms include gastrointestinal symptoms like nausea, vomiting, or diarrhea.*
 - f. Community toys or shared objects have been removed from the seating area.
 - g. The building will have a complete surface cleaning after every service and will not be used during the week with exception to Pastor’s security walk through.
 - h. Hand sanitizer will be available at the one entrance we will have open
 - i. Masks will be recommended but not forced for attendance
 - j. Prior to a first meeting, the pre-service communication mailer/message will warn any symptomatic individuals (Or those who suspect exposure) to stay home for 2-3 weeks before checking with the Pastor about possible attendance.
 - i. In addition, the Pastor’s personal cell phone number will be given for anyone who has questions or concerns to bring forward.
3. During Service:
 - a. Doors open: 9:45
 - b. Dismissal: 10:45-11:00
 - c. Services will be 45 minutes or less to accommodate parents with children and to lessen exposure time to any *possible germs.
 - i. The service will be structured for 15 minutes of singing (worship team socially distanced), and 20-30 minutes of announcements and message
 - d. Common areas will be closed and cautioned off with the exception of bathrooms.

- e. No Communion will be passed or taken during services at this time
- f. Financial gifts and offering will be given on the way out of the building post dismissal in a basket by the door (No touch necessary)
 - i. Online giving promoted over physical cash or check
- g. Mothers with babies have 1 private area they can use with the use of door knobs
 - i. Armrest chairs may be used by others for feeding, chair surfaces also cleaned after services
 - ii. Changing tables will be cleaned after each use
 - 1. No community wipes or diapers are offered
- h. Trash cans are either open-top or foot operated and do not require touching for any reason
 - i. At service end, families will be dismissed into the parking lot
 - j. All social distancing practices will be observed
- 4. Post service:
 - a. Dismissal will be by rows with appropriate intervals to allow for distanced exiting
 - b. The building will be closed to the congregation at 11:00am with the exception of designated volunteers for clean up and sanitization.
 - c. Conversation in the parking lot will be allowed and encouraged at 6ft distances
- 5. Other
 - a. Any other necessary meetings (ie Board Meetings) will follow the same structural protocols as the Sunday Service.
 - b. Only Church staff will be allowed to enter the building outside of Sunday services, and must clean/sanitize after using the building.