

SLC PHASE 2 / 3 REOPENING PLAN

As of September 2, 2020

This document is intended to provide guidance for use of facilities at Silverdale Lutheran Church while Covid-19 poses a threat to the health of our community and outline the preventative measures put in place to minimize potential spread of COVID-19.

SLC will comply with the WA State Governor's guidelines for employers and faith-based organizations during this time and until further notice. SLC cannot guarantee that you will not become infected with COVID-19 as a result of your presence on campus and assumes no liability with regard to the virus.

Our guiding principles are to:

1. Steward the health and safety of our staff and members while continuing our mission to connect more people to Christ and to love our Kitsap community.
2. Limit as much as possible the amount of space and time any group or person occupies while at SLC
3. Follow CDC guidelines for best practices in minimizing viral transmission.

UNIVERSAL REQUIREMENTS for PHASE 2 AND 3

All groups and individuals meeting at SLC during this time do so at their own risk. SLC assumes no liability and asks that groups follow CDC guidelines. We are doing our best to comply with all WA State and CDC rules and guidelines to minimize viral transmission. We have put in place preventative measures to that end, but cannot guarantee that anyone will not become infected with a virus while present at SLC.

High Risk Populations are strongly encouraged to "Stay Home Stay Healthy." The CDC defines high risk populations as people 65 & over and people of any age with underlying medical conditions.

Maximum attendance allowed at any gathering:

- Phase 2: 5 people
- Phase 3: 10 people.

The maximum capacity that allows for “Social Distancing” of each large room is as follows:

- Sanctuary: 100 people
- Fellowship Hall (2937 sf): 81 people
- Gathering Place Big Room (2858 sf): 79 people

Any individual, whether staff member, congregant or group member, who wishes to be present at SLC must:

1. Self-screen for signs/symptoms before entering SLC campus, and **shall not enter if they:**
 - a. Have temperature of 100.4 (F) or above;
 - b. Live with a person who has been diagnosed with COVID-19 or is having symptoms.
 - c. Are awaiting results of a COVID test.
2. Wear a face mask that covers the nose and mouth at all times.
3. Maintain 6’ physical distance from others.
4. Practice good hygiene, washing hands with soap/water for at least 20 seconds or use hand sanitizer (at least 60% alcohol content).
5. Use only designated restrooms for their gathering.

Any group coordinator/leader for any gathering must:

1. **Communicate with the SLC office any plans to use any SLC equipment** (chairs, tables, AV equipment).
2. Ventilate meeting space as much as possible during gatherings by opening doors and windows.
3. Ensure no more than two people at a time use designated restrooms.
4. Observe SLC recommendations on time limits for meetings. SLC reserves the right to limit the amount of time each group meets at SLC campus
5. Provide adequate sanitizing supplies such as Clorox wipes or bleach solution and paper towels to sanitize after the gathering.
6. Sanitize any equipment used by the group
7. Sanitize frequently touched surfaces in the meeting room and any restrooms used by the group.

PHASE 2 - DAILY OPERATIONS

A face mask is required to enter the building and roam around for anyone over the age of 5 (unless a medical reason makes a mask unfeasible).

A maximum of two people at a time are allowed in any restroom. Trash cans are placed at restroom exit doors.

A Covid supply kit is available in the narthex next to the AED and contains:

- A no-contact thermometer
- Packet of face masks
- Hand sanitizer
- Exam gloves

Signs are posted throughout campus (indoors and outdoors), to educate and remind of best practices consistent with CDC Guidelines for minimizing viral transmission.

The SLC maintenance staff, in addition to normal cleaning and maintenance, conducts regular cleaning/sanitizing of frequently touched surfaces in all common areas, but does not sanitize individual offices and classrooms:

- Fellowship Hall
- Fellowship Hall Kitchen
- SanctuaryLibrary
- Restrooms
- Hallways
- Main Office
- Room 4
- Gathering Place Big Room
- Gathering Place Kitchen

SLC staff members who host groups inside the facility will communicate with maintenance staff about any spaces that need to be sanitized after group use.

PHASE 2 - WORSHIP SERVICES

SLC plans to continue outdoor worship into the fall. The following practices will remain in place:

- Vehicles will be parked in a way that ensures 6' physical distance between congregants.
- Only one household, of 10 people or fewer, is allowed per vehicle.
- Congregants may leave their vehicles and sit in lawn chairs in designated areas as long as face masks are worn and 6' physical distance is maintained.
- Bulletins are handed out by one gloved person at entry to the parking lot.
- During communion bread and wine is served in hermetically sealed individual packages by volunteers who have sanitized their hands and are wearing clean disposable gloves..
- Physical offering is collected in baskets that allow for 6' physical distance.
- There are no on-site Sunday educational activities.

If and when indoor worship resumes during Phase 2, SLC will comply with all WA State Governor's guidelines and use protocols listed below in Phase 3 for indoor worship.

PHASE 2 - GROUP SPECIFICS

SLC leadership will consider allowing groups to meet outside on the SLC campus provided that masks are worn and social distancing can be maintained. Each group is responsible for sanitizing frequently touched surfaces of rooms used afterwards.

AI Anon Meetings

- **Day and Time:** Tuesdays, noon
- **Place:** Gathering Place Big Room
- **Designated Restrooms:** GP Entryway
- **Access to Building:** GP Main Entrance Doors

Hearty Meals

- **Day and Time:** Wednesdays, 9am - 1pm
- **Place:** Fellowship Hall and Kitchen
- **Designated Restrooms:** FH Hallway
- **Access to Building:** FH glass door closest to main entrance
- **Special Instructions:** No dine-in meals during phase 2. Sack lunches will be distributed to guests on the curb at the end of the covered walkway at the main entrance. Hand sanitizer will be available at the food delivery point. Restrooms will be open to food preparers and servers only.

Girl, Boy and Cub Scout Meetings

- **Day and Time:** Throughout the week
- **Place:** Outdoor spaces
- **Designated Restrooms:** GP Entryway
- **Access to Restrooms:** GP Main Entrance Doors

Youth Activities

- **Day and Time:** Wednesdays at discretion of PJ
- **Place:** Outdoor spaces
- **Designated Restrooms:** GP entryway
- **Access to Restrooms:** GP foyer
- **Special Instructions:** Youth bring their own lawn chairs if needed.

Care Ministries

- **Day and Time:** Occasional Wednesdays, 12:00pm
- **Place:** Room 4
- **Designated Restrooms:** FH Hallway

Barnabas Book Club

- **Day and Time:** 4th Tuesdays, 7:00-8:30pm
- **Place:** GP Big Room
- **Designated Restrooms:** GP foyer

Joy Circle

- **Day and Time:** 3rd Mondays, 7-8:30pm
- **Place:** Study
- **Designated Restrooms:** FH Hallway

Man Date

- **Day and Time:** 4th Tuesdays, 6-7:30pm
- **Place:** Outdoors, weather permitting, Indoors TBD
- **Designated Restrooms:** GP foyer

PHASE 3 - DAILY OPERATIONS

No change from Phase 2

PHASE 3 - WORSHIP SERVICES

SLC leadership may decide to resume Indoor services. If, so and per the governor's mandate, maximum capacity would be 50% of sanctuary capacity (200). However, due to social distancing requirements, SLC can accommodate no more than 100 people in sanctuary..

Primary access to the church will be limited to the doors to the narthex (main bldg) and the front doors to the Gathering Place, if services will be held in GP. Face masks covering the nose and mouth must be worn at all times during service, except for worship leaders while speaking.

A Covid supplies kit is available in the narthex next to the AED and contains:

- A no-contact thermometer
- Packet of face masks
- Hand sanitizer
- Exam gloves

Ushers will be trained in helping congregants maintain social distancing upon entering and exiting the sanctuary.

Nursery support will not be available.

The library will be available, provided masks are worn and social distance is maintained.

No choirs or wind/brass ensembles will perform during the service.

Congregational singing will be permitted, but individuals must not remove their face coverings to sing.

Worship set up: all preparations (flowers, altar guild) must be completed by Wednesday morning prior to Sunday worship.

Hand sanitizer will be available in each pew, in the narthex, and in all other rooms on campus.

PHASE 3 - GROUP SPECIFICS

SLC leadership will consider allowing groups to meet inside SLC buildings provided that masks are worn and social distancing can be maintained. Sanitizing equipment is the responsibility of the group.

SLC leadership will also consider, on a case by case basis, allowing events such as memorials and weddings. All above requirements regarding masks, maximum capacity and physical distancing would apply..

AI Anon Meetings

- **Day and Time:** Tuesdays, noon
- **Place:** Gathering Place Room 27
- **Designated Restrooms:** GP foyer
- **Access to Building:** GP south side entrance

Hearty Meals

- **Day and Time:** Wednesdays, 9am - 1pm
- **Place:** Fellowship Hall and Kitchen
- **Designated Restrooms:** FH Hallway
- **Access to Building:** FH glass door closest to main entrance
- **Special Instructions:** SLC will evaluate whether to begin dine-in service when Kitsap County moves to Phase 3. If no dine-in service, sack lunches will be distributed to guests on the curb at the end of the covered walkway at the main entrance. Hand sanitizer will be available at the food delivery point. Restrooms will be open to food preparers and servers only.
- Protocols for dine-in service to be determined

Girl and Boy Scout Meetings

- **Day and Time:** Throughout the week
- **Place:** Gathering Place Big Room, Classrooms and Outdoor spaces
- **Designated Restrooms:** GP foyer
- **Access to Restrooms:** GP Main Entrance Doors

Youth Activities

- **Day and Time:** Wednesdays at discretion of PJ
- **Place:** Gathering Place Big Room, Classrooms and Outdoor spaces
- **Designated Restrooms:** GP foyer
- **Access to Restrooms:** GP main entry

- **Special Instructions:** SLC reopening committee to determine whether the usual meals are served in Phase 3

Hometown Band

- **Day and Time:** Tuesdays 6:30 - 9pm
- **Place:** Parking Lot
- **Designated Restrooms:** FH Hallway
- **Access to Restrooms:** FH glass door closest to main entry
- **Special Instructions:** Chairs from FH will be utilized and must be sanitized at the end of practice. Band provides its own sanitizing supplies.

PHASE 4

SLC will consider allowing any group not listed above to meet once Kitsap County moves to Phase 4, provided that masks are worn and social distancing is maintained. Sanitizing equipment will still be the responsibility of the group.