

COVID 19 SAFETY PLAN FOR IN-PERSON GATHERINGS

The Building will be prepared in the following way for re-entry:

1. The building has been deep cleaned in its entirety
2. Daily sanitization of common touch areas: door handles, light switches, grab handles, washrooms, stair railings, podiums and pews/chairs.
3. Signage on sandwich boards with COVID 19 safety information will be posted at each entrance:
 - a. If Symptomatic – do not enter, go home.
 - b. Physical distance: No contact greetings – refrain from shaking hands and hugging
 - c. Sanitize hands
4. Physical distance (2 metre apart) markings at congregating areas (foyer, entrances and exits)
5. Flow of movement (one direction) in the building will be marked with arrows on the ground.
6. Seating areas marked for 2 metres apart seating all the way around.
7. Unnecessary common touch surfaces will be removed (tables, visitor's book/prayer request book and pens, hymnals, prayer books)
8. All common touch areas will be pre and post sanitized.
9. Washrooms will be sanitized and only used for emergencies; staff or volunteer marshals will sanitize washrooms after each use.

Office Use:

A sneeze guard is installed on the office counter and hand sanitizer is available on the counter. The counter will be disinfected daily. Parishioners and other guests will not be permitted beyond the counter in office. Access to the office proper will be restricted to the office administrator, Vicar, wardens, treasurer, and accountant. High touch surfaces will be disinfected by the office administrator at the end of each workday. Other surfaces within the office will be cleaned weekly.

Church Meetings:

We will continue to meet by zoom until September 2020. There after we will meet in the Mary Pellatt room with appropriate social distancing. High touch surfaces will be sanitized prior to and after the meetings. Council members will sanitize hands on arrival, answer COVID questions and wear masks.

The use of electronic copies of agendas and other documents on their own devices will be encouraged.

In-person worship services:

1. Saint Catherine's Anglican Church will be gathering for two out-door parking lot services on July 4th, 2020 and August 8th, 2020, attendance will be by registration only for a maximum of 40 registrants and 10 volunteers.

2. Saint Catherine's Anglican Church will be gathering for Sunday morning 10am prayer services (no eucharist or communal singing) from August 16th, 2020 in the main church, attendance will be by registration only for a maximum of 40 registrants and 10 volunteers.
3. Funerals/Weddings will resume and will be limited to fewer than 50 people in attendance (including those officiating or serving), while following distancing guidelines (no Holy Eucharist at these services).

Prior to a service, attendees are required to:

- Register online (providing: name, phone number) or by phone (604) 985 0666 (Office Admin: Natasha)
- Arrive between 15- 30 minutes early
- Answer COVID 19 questions regarding symptoms, travel and contact with others.
- Wear masks (their own/or church provided)
- Sanitize their hands - on entry and exit from the building
- Maintain a 2 metre distance from others.
- Respect the instructions from the volunteer marshals.

Volunteer Marshals are trained to do the following:

- Wearing masks, gloves and name tags
- Roping/taping off non-sanitized areas (Gym/Kitchen/Pre-school)
- Direct cars to parking places and ask driver and passengers to remain in the car until there is space for them to move toward the building
- Direct people in a unidirectional flow
- Ask people to keep 2 metres of distance between them
- Resource sanitizing stations
- Ask COVID 19 questions – symptoms, travel, contact with others
- Accompany a person to the outside of the washroom (in an emergency) and sanitize the washroom after use.

Sunday in-person services (August 19th and following)

- Will only take place in the main church
- Unidirectional flow from the foyer (off the parking lot) to the hallway into the church, enter pew from the right, exit left, exit out Narthex on Ridgewood Drive.
- No congregating before or after church service
- Doors are left opened and secured to limit touch of common surfaces
- Every second Church pew marked with 2 meters apart tape.
- Single-use service bulletin – one per person – already in pews.

- No processional, No recessional
- No eucharist (until Phase III – Date to be determined)
- Piano, organ, handbells and a single cantor
- No sharing of podiums – readers to read from stand-alone microphone

Offertory:

We will continue to encourage parishioners to use PADS, mail cheques or use Canada Helps. During the in-person services in Phase III we will have stations for collection plates. A counter wearing gloves will gather the offerings at the end of the service and lock them away for 3-4 days to allow for any COVID virus to die and then they will be opened and counted by a volunteer in the office, with all the precautions.

Pastoral Care with Rev. Sharon:

Individuals who are unable to leave their homes – Rev. Sharon will continue to connect to by phone, FaceTime, Skype and Zoom. Rev Sharon will be using the chapel or conference room at St Catherine's for in person meetings, socially distanced. Sanitizing the space before and after meetings and wearing masks.