

South Vancouver Pacific Grace MB Church

COVID-19 Safety Plan and Guidelines

General Policy:

1. As recommended by our Provincial Health Officer, all staff, volunteers, and visitors are required to keep a minimum of two metres of physical distance and to wear masks within the buildings except when alone in the premises or alone in a closed (office) space.
2. All staff, volunteers, and visitors are reminded to wash or sanitize their hands when entering the premises.
3. A log of personnel and visitors are kept, recording the date, time, name, and contact information for the purpose of contact tracing when needed.
4. Signs are placed at doors and throughout the venue as reminders for physical distancing and mask wearing guidelines.

Church gathering guidelines:

1. As per the Order of Gatherings and Events issued by the Provincial Health Officer, the maximum number of people in any one event is fifty.
2. As of March 2020, our worship services are conducted online via YouTube. All small groups gatherings have moved online via zoom or other platforms. Other church gatherings have also been conducted via online platforms.
3. Some seating in the sanctuary are restricted from use in order to maintain appropriate physical distancing.
4. Serving teams and other volunteers who serve in the church premises are required to:
 - a. Fill out the *COVID-19 Volunteer Consent Form* within three days prior to serving.
 - b. Wash or sanitize hands when entering the venue
 - c. Keep physical distance and mask wearing guidelines as much as possible.
 - d. Sign in the church logbook.
5. In addition, worship teams are reminded to:
 - a. Not share sound equipment or instruments. All equipment should be sanitized before and after use.
 - b. Maintain one-way traffic going on and off the stage.
 - c. Keep three metres of physical distance or put a physical barrier/partition to block transmission of droplets from the singers, musicians, presenters, or presiders.

Staff guidelines:

1. Staff working schedules have been changed to allow for more flexibility to work from home.

2. The *SVPG Covid-19 Staff Safety Policy* has been created to keep the staff safe and to give guidelines on how to work with volunteers and the public during the pandemic. All staff are asked to familiarize themselves and abide with the policy.
3. Place and refill alcohol-based sanitizers within easy reach throughout the venue.
4. Keep logs of all visitors and volunteers entering the church premises.
5. Direct traffic and remind all visitors of our safety guidelines.
6. The washroom facilities should have running water, soap and paper towels available at all times.
7. Following an event, and during an appropriate interval of time before any subsequent events commence, the venue must be cleaned, sanitized and ventilated while there are no congregants/serving team members present.