

# Covenant Presbyterian Church

## COVID-19 Exposure Control, Mitigation & Recovery Plan

The following apply to all employees, members, volunteers, and visitors while on Covenant Presbyterian Church (CPC) property. Use of CPC's facilities must follow all State guidelines. This document will be updated periodically as guidelines are clarified or revised. CPC may choose to exercise additional restrictions and guidelines above and beyond those required by the State.

### Facility Use

1. All CPC building use must be reserved and approved through the church office.
2. Limited areas will be available for use; the upstairs and downstairs will be closed during church services to avoid unnecessary cleaning and extra disinfecting.

### PPE Utilization

1. \*Wear face coverings at all times (disposable masks will be available on site) while on church property (whether indoor or outdoor) with the following exceptions:
  - a. Employees and volunteers working alone in a designated office or workspace with the door closed (if applicable).
  - b. Employees and volunteers being recorded for streaming online services. All other employees and volunteers associated with recording, including camera operators and production staff, must wear masks or face coverings as required in this document.
  - c. Employees and volunteers hosting, speaking, or leading worship in front of an audience may remove their mask for the time they are speaking only so long as they maintain a safe distance from the crowd greater than 6 ft.
  - d. Employees and volunteers working outside by themselves on the facilities/grounds.
  - e. Children age 1 and younger. Parents should work with children ages 2, 3 and 4 to wear a face covering if possible, but it is not required.
  - f. People who have disabilities that prevent them from comfortably wearing or taking off face coverings OR disabilities that prevent them from communicating while wearing face coverings.
  - g. People who have respiratory conditions or breathing trouble.
  - h. People who have been told by a medical, legal, or behavioral health professional not to wear face coverings.
  - i. People who are communicating with others who are deaf or hard of hearing.
2. Use rubber gloves when disinfecting surfaces.

*\*Reference 1) [Guidance on Cloth Face Coverings from the Washington State Department of Health](#), 2) [Coronavirus \(COVID-19\) Common Questions Regarding Worker Face Covering and Mask Requirements from the Washington State Department of Labor and Industries](#)*

## Physical Distancing

1. Maintain 6 feet space between people and workspaces. When it is not possible to maintain 6 feet of distance, physical barriers will be installed. This does not apply to members of the same household.
2. Markings added where applicable on floors and seats to indicate a 6-foot radius.
3. No direct physical contact between people. This does not apply to members of the same household.
4. Any food, drinks, snacks, or other consumables may not be shared in a communal container or plate.

## Hygiene

1. Wash or use hand sanitizer often. Specifically, before arriving at church, after using restrooms, and after coughing, sneezing or blowing nose.
2. Avoid touching eyes, nose and mouth with unwashed hands.

## Sanitation & Disinfection

1. CPC employees and custodian will disinfect and sanitize facilities after each event or activity.
2. Disinfectant will be made available at multiple locations throughout the building.
3. Cleaning supplies will be monitored and frequently replenished.
4. Clean visibly dirty surfaces with soap and water.
5. Disinfect high-touch surfaces after each use. High-touch surfaces include, but are not limited to, workstations, mirrors, chairs, headrests and armrests, doorknobs, handrails, restrooms, and breakrooms.
6. Follow all instructions on disinfectant label.

## Symptom Monitoring

1. Church family will have to RSVP for worship to ensure we stay within the “group” number guidelines. This will outline what worship will look like, safety requirements, and this exposure control, mitigation, and recovery plan is available to read and then finally a short form to reserve your spot. This will be used as our contact tracing.
2. Prior to arriving at CPC, self-screen for signs and symptoms of COVID-19. This includes:
  - a. Body temperature – any individual with a temperature of 100.4°F will not be permitted on CPC property and should stay home.
  - b. Any individual with a household member who has been diagnosed with COVID-19 or with [symptoms of COVID-19](#) may not attend.
  - c. Stay home if you are feeling any sickness, or believe you may be sick or exposed in any way.

## **Safety Training & Compliance**

1. CDC, DOH, and OSHA posters (as applicable) shall be visibly posted at each entrance and throughout the building.
2. All events and activities will include a trained “COVID-19 Location Supervisor”.  
Training includes:
  - a. The details of this “COVID-19 Exposure Control, Mitigation and Recovery Plan”.
  - b. Disinfecting procedures.
  - c. How to graciously correct those in violation of this “COVID-19 Exposure Control, Mitigation and Recovery Plan”.
3. Prior to resuming work onsite following a time of teleworking, all employees will receive COVID-19 Employee Training including:
  - a. The details of this “COVID-19 Exposure Control, Mitigation and Recovery Plan”.
  - b. Signs, symptoms, and risk factors associated with COVID-19.
  - c. How to prevent the spread of COVID-19 at work, including steps being taken in the workplace to establish social distancing, frequent handwashing, and other precautions.
  - d. How to effectively wash hands with soap and water for at least twenty seconds.
  - e. Proper respiratory etiquette, including covering coughs and sneezes and not touching eyes, noses, or mouths with unwashed hands or gloves.

## **Limiting Exposure**

The following additional requirements are in place to limit exposure while at CPC:

1. As much as possible, entry and exit into our building will be restricted to one location. Limited areas will be available for use.
2. No choirs shall perform during church services. Singing is permitted but individuals must not remove their face coverings to sing. Employees and volunteers leading worship in front of an audience may remove their mask for the time they are speaking/singing only so long as they maintain a safe distance from the crowd greater than 6 ft.
3. Indoor restrooms – when restrictions are reduced and indoor gatherings resume, no more than 2 people may be in a single restroom at a time. Individuals waiting must maintain six feet of distance between the next person in line outside the restroom.
4. Tissues, trashcans and hand sanitizer will be liberally placed throughout CPC’s building.

## **Exposure Response & Incident Reporting and Recovery**

Upon notification of exposure CPC will:

1. Identify an area to separate anyone who exhibits symptoms of COVID-19 during the hours of operation until that person can safely leave the property. If applicable, CPC will ensure that children are not left without adult supervision.

2. Ask a person who exhibits symptoms of COVID-19 to leave the facility through self-transportation. If that isn't possible, medical personnel will be called to aid with transportation.
3. Notify local health officials if a person diagnosed with COVID-19 has been in the facility and communicate with staff and congregants about potential exposure while maintaining confidentiality as required by the Americans with Disabilities Act (ADA).
4. Advise those who have been exposed to stay home and self-monitor for symptoms, and follow CDC guidance if symptoms develop.
5. Close off areas used by a person with symptoms of COVID-19 until the area has been cleaned and disinfected in accordance with CDC guidelines.
6. Advise staff and congregants with symptoms of COVID-19 or who have tested positive for COVID-19 not to return to the facility until a) 3 days with no fever, b) symptoms have improved, and c) 10 days have passed since symptoms first appeared.