

## COVID-19 PROTOCOLS FOR SMALL CHURCH GROUPS

While use of meeting spaces in the church building is encouraged it is important, in the interest of safety, for user groups to follow certain protocols during the pandemic and until things normalize. Group meetings should be kept to a reasonably small size and each group should have a designated 'lead' or point of contact to coordinate with the church office regarding venue requirements and to handle any required follow-ups.

### VENUE ASSIGNMENT

As a first step, the Group Lead must contact the office to schedule a specific venue. This applies to both regular meetings and ad-hoc gatherings. The Office Administrator will assign the venue based on the size of the group and other requirements (use of washrooms is assumed for all groups). The Office Administrator will also review building use expectations and protocols.

### ROLE OF THE GROUP LEAD

During the meeting the Group Lead must:

1. Screen participants as to their Covid-19 health circumstances as they enter the venue.
2. Remind participants regarding Covid-19 protocols (hand washing, social distancing, cough suppression, etc.) as they enter the venue and during the meeting as required.
3. Maintain a simple Roster of meeting participants and provide this to the Church Office following the meeting (via email or other means).

### SANITATION AND CLEANING

Participants must sanitize 'key' surfaces before and following their meeting, according to the sanitization procedures provided and / or posted in the venue.

### SOCIAL DISTANCING AND MASKS

Participants are encouraged to maintain social distancing (6 feet / 2 meters) to the extent possible. Use of masks is not required but is highly recommended, particularly if it is not possible to maintain social distancing.

### FOOD AND BEVERAGE

No food / sharing of food is allowed in the church building at this time unless pre-approved. If members of your group require beverages, please have them bring their own.

### OTHER

1. Wash hands on entering and exiting the venue.
2. To the extent possible, other than washroom use, stay within the assigned venue, and avoid random touching of surfaces (other than door handles, tabletops, and like surfaces).
3. Where convenient and if the weather is suitable, leave outside doors and windows open to improve air circulation. Avoid long meetings if possible unless ventilation is good (e.g. windows / doors open).
4. Consider downloading Canada's [COVID Alert](#) App to help protect yourself and others.

- NLUC Board of Management

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