

# Meadows Christian Fellowship

## COVID-19 Reopening Guide

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Meadows Christian Fellowship has resumed ministry activities on a limited basis and has put in place this document to establish guidelines and procedures in response to COVID-19. In order to give clear guidance for all MCF ministry activity, this document establishes guidelines and procedures in the following areas:

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### Self-Evaluative Health Screening Questions

Upon entering the building you acknowledge the risk of gathering in a public place and agree to take responsibility for your health and the health of others. If you answer yes to any of the following, please do not attend services or activities until the symptoms have resolved.

Today or in the past 24 hours have you had any of the following symptoms:

- Fever (temperature greater than 100.3)
- New or worsening cough
- Shortness of breath or trouble breathing
- Runny Nose or Sore throat, different than your seasonal allergies
- New loss of smell and/or taste
- Diarrhea or vomiting
- Have you, a household member, or close contact been diagnosed with COVID-19 or been advised to quarantine by a health official in the past 14 days?

For the health of others, please, take into account any recent travel or other potential exposure to COVID-19. And consider staying home if a close family member is having any persistent symptoms (more than 24 hours).

## Guidelines for ALL Gatherings

### Attendance

- All gatherings (regardless of size) are required to take attendance. The leader should enter the attendance into Breeze. Check with the office on training if necessary.

### Face Coverings

- Please wear a face covering over your nose and mouth as you come in, go out, and move through the building. Once you're seated in the sanctuary or other meeting room, you may remove it.

### Socially Distant Seating

- In the sanctuary please sit with your family group in pews marked with green tape. In other meeting spaces seating should be arranged in a way to maintain social distancing.

## Sunday Worship Services

### 2 Service Times - 9:30 & 11 AM

- Services will be identical in content, precautions taken, and run about 1 hour. Our team will clean after each service. We will continue to stream the 9:30 am service on Facebook and YouTube.

### 80 person capacity in the sanctuary with 70 reservations available

- Both services will have a 70 person capacity, to begin with, and will increase over time. Reservations are required each week and will be available beginning each Monday.
- A link to RSVP - <https://reopen.church/r/ymPW4LEE>

### Face Coverings

- Please wear a face covering over your nose and mouth as you come in, go out, and move through the building. Once you're seated in the sanctuary you may remove it. (We do allow singing and reciting during our service.)

### Socially Distant Seating

- In the sanctuary please sit with your family group in pews marked with green tape.

### Children are welcome

- Until children's ministry starts, all children are welcome in the service with their families. There will also be an area in the Narthex for children 4-years and younger and their parents.

## Children's Ministry Guidelines

### General Procedures for MCF Personnel and Kids

- Volunteers and staff members will wear masks when inside the building
- Storytellers in the K-2nd Room and 3rd-5th Room are allowed to remove their masks while storytelling only when kids are seated in the marked areas 12ft away from the speaker
- Volunteers and kids must wash their hands upon arrival to the church.
- All rooms, toys, and materials will be disinfected before the service.
- Kids will wear masks from the car to their rooms. Optional in the room (parent discretion).
- No snacks will be given out.

### Before Arrival

- All volunteers will take their temperatures the day they are coming to serve before arrival to MCF.
- Volunteers that have a temperature of 100.3°F or higher are not permitted to serve that day.
- All MCF volunteers and families will self-evaluate using the list of COVID-19 symptoms above and will not be permitted to serve in or attend MCF ministries if they are experiencing symptoms.

### Nursery/Toddler

- Kids must use hand sanitizer before entering the nursery. Baby hand sanitizer is provided in the room.
- Parents will be asked to leave a cell phone number with the Nursery volunteers, in order to contact parents during and after the service.
- Volunteers will have minimal contact with kids in the nursery/toddler room.

### Toys

- There will be limited toys available.
- Toys will be quarantined and after each week.
- Toy sharing will be limited.

### Drop off & Pick Up

- We do not require masks for children 4 years and under, but we require masks for 5 years and older. We will be limiting toy selection, activities, and room usage. We ask leaders to limit physical contact as much as possible and will be doing our best to maintain some social distance, acknowledging that it will be hard. We ask parents to drop off their children upon arrival through our mid-building entrance and be sensitive to the potential of congestion at the dropoff point.

## Safety and Cleaning

After every Sunday morning worship service, we will sanitize highly touched surfaces such as doors, handles, tables, water fountains, check-in stations, and sinks.

Our staff and volunteer teams will wash their hands frequently and stay home if they are sick. In addition, we will provide additional hand sanitizer stations for everyone to use.

We will no longer pass offering plates during our services. An offering box will be available outside the side doors of the sanctuary. Remember, you can also give online or via text.

Communion will be distributed in individually packaged cups. Volunteers distributing communion will wear gloves and masks.

## Other Ministry Gatherings

MCF groups may use the building for their ministry purpose, following these guidelines:

- Leaders are required to reserve the space they want to use.
- Groups must not exceed the room capacity of their reserved space. Leaders are encouraged to assess their group size prior to reserving space in the building.
- Leaders will take attendance at their group event.
- Each group will clean all touched surfaces before they leave the space used. Cleaning supplies and hand sanitizer will be provided.

Groups from outside of MCF may gather in the building only with MCF approval and only in accordance with these guidelines.

Groups using a space in the building will find:

- Room instructions found in each room
- Cleaning supplies are provided in these spaces: Narthex, Atrium, The Loft, Fellowship Hall and children's church-214 and 215
- Cleaning supplies for other rooms should be picked up from the welcome center by the leader as they arrive for their meeting and returned to the welcome center after their meeting is done.

Current capacities are as follows. (The leader should check their set up needs to see that social distancing and the comfort of the attendees will be accommodated by the room selected)

Size		Small	Medium	Large	Spcl Use
Room # or Name	Prayer room or offices	100-Bride's room, 107,109, 205B-Conference Rm, 306-Conference Rm, 313, 314	110,113,114,118 ,120,122,123, 200-Narthex, 202-Atrium	101-Fellowship Hall, 310-The Loft	Sanctuary or Intl Chapel Gym Children's Wing 213-216
Capacity	3 or less	10 or less	20 or less	20-50	By request

## In the Event of a Confirmed Case of COVID-19

We are asking ministry leaders to take attendance at all gatherings regardless of size and be responsible for communicating with the group immediately in the event of a positive case reported within 7 days of a gathering.

- The infected individual should quarantine for the prescribed 14-days.
- The gathering after a reported case will be held virtually or canceled.
- The space of the gathering will be cleaned thoroughly before the next gathering.
- The infected individual will need to have a negative test to rejoin the gathering.
- If there are no other members with symptoms, the group may resume meeting following the week of virtual or canceled gathering.