

Meadows Christian Fellowship

COVID-19 Guidelines

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 or a household member, been in close contact with someone who has COVID-19—excluding people who have had COVID-19 within the past 3 months.
 - People who have tested positive for COVID-19 within the past 3 months and recovered do not have to quarantine or get tested again as long as they do not develop new symptoms. People who develop symptoms again within 3 months of their first bout of COVID-19 may need to be tested again if there is no other cause identified for their symptoms.

What counts as close contact?

- You were within 6 feet of someone who has COVID-19 for a total of 15 minutes or more
- You provided care at home to someone who is sick with COVID-19
- You had direct physical contact with the person with COVID-19 (hugged or kissed them)
- You shared eating or drinking utensils with someone with COVID-19

In the event of exposure, please take the following steps

Stay home and monitor your health

- Quarantine is recommended for 14-days after your last contact with a person who has COVID-19.
- Watch for fever (100.3°F), cough, shortness of breath, or other symptoms of COVID-19
- If possible, stay away from others, especially people who are at higher risk for getting very sick from COVID-19
- Quarantine may be shorter if **after day 10** there are still no symptoms occurring or **after day 7** a negative test result is confirmed (test results are more accurate if the test occurs on day 5 or later)

After stopping quarantine, you should

- Watch for symptoms until 14 days after exposure.
- If you have symptoms, immediately self-isolate and contact your local public health authority or healthcare provider.
- Wear a mask, stay at least 6 feet from others, wash your hands, avoid crowds, and take other steps to prevent the spread of COVID-19.

For the health and care 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

- Required to be worn properly over your nose and mouth at all times in the building unless otherwise instructed by the staff or elders.
- Face shields without a mask will not be permitted.
- In groups of less than 20, masks may be removed **ONLY IF EVERY** member of the group is comfortable without masks.

Socially Distant Seating

- Meeting space seating should be arranged in a way to maintain social distancing.

Sunday Worship Service Specifics

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 Live Stream the 9:30 service.

Capacity

- 50-80 person capacity in the sanctuary based on the Staff and Elder evaluation of the regional COVID-19 recommendations and statistics.
- Reservations are required each week and will be available beginning each Monday.
- A link to RSVP - <https://reopen.church/r/ymPW4LEE>

Face Coverings

- Required to be worn properly over your nose and mouth at all times in the building unless otherwise instructed by the staff or elders.
- We will continue to sing and recite
- Those leading from the stage are permitted to remove their masks while on stage.

Socially Distant Seating

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

Children are welcome

- If children's ministry is on hold, 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 2 years and younger are not required to wear a face covering.

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 is asked to quarantine for 14-days or have a negative test result before returning.
- If there are no other members with symptoms, the group may resume meeting following the week of virtual or canceled gathering.