

First Universalist Church of Yarmouth Covid Re-opening Policy

Effective September 1, 2020

Procedures for Building Use of First Universalist Church

Approval must be obtained from the board chair or designee in order to use any available room. Approval requires compliance with Building Use Agreement and with the following Procedures (*subject to change as circumstances require*):

1. Entry to the building will be from the side parking lot door only unless other entry is authorized.
2. User may sanitize authorized space prior to use. *The area is sanitized weekly; last cleaning date/time is posted.*
3. Individuals will not enter the building if they have been exposed to someone who is sick or quarantined, or have been out of state in the last 14 days.
4. Individuals will not enter if they are experiencing any one of the following symptoms:
 - a. Newly developed cough or sore throat
 - b. Fever or chills
 - c. Shortness of breath
 - d. Loss of taste or smell
 - e. Extreme fatigue
 - f. Vomiting and/or diarrhea
5. Upon entry, all individuals will sanitize their hands with sanitizer provided.
6. All individuals using the building will wear a mask while inside (except those under the age of 3 or unable to wear a mask).
7. All individuals will sign in providing name and phone number (or group leader will have that information if it is a confidential group) for contact tracing purposes.
8. All individuals will maintain 6' distance between themselves and others.
9. All cloth furniture will be off limits until further notice.
10. Tables and chairs used must be set up so that 6' social distancing is possible.
11. All tables and chairs will be wiped down by the user with cleaning supplies provided at the end of the use time.
12. Pens/pencils are responsibility of the user.

Illness during building use:

- If a group member becomes ill while in the church, they will inform the person in charge immediately, leave if possible or move to an area so as to not be near others. The person in charge will call an emergency contact for assistance (or 911 if appropriate). If the individual requires assistance prior to help arriving, all people assisting will wear gloves and a face mask. Once the individual is attended to, the board chair or designee **MUST** promptly be informed of the illness. The person in charge **MUST** notify all people who have had contact with the ill person.
- If an individual becomes ill while in the church, they will leave or call an emergency contact for assistance (or 911 if appropriate); they will inform the board chair or designee.