

First Universalist Church of Yarmouth Covid Re-opening Policy

Effective September 1, 2020

Interim Procedures for Essential Staff, Volunteers, and their Designees Building Use while First U is 'Closed'

NOTE: Meetings/Gatherings: meetings will continue to be off-site or through Zoom until further notice except as may be approved by the board. Worship Services are expected to continue virtually through May 2021 or until further notice.

NOTE: Allowed-Use Spaces: Until further notice, allowed spaces are: offices area (including small kitchen and adjacent bathroom); other areas only by approval of the board.

Staff & Volunteer Responsibilities: First U's staff, volunteer, and any designee will take the following steps to make the allowed-use spaces healthy and safe for all needing to use it:

1. Entry will be through the door by the mailbox only unless authorized by the board.
2. Staff/volunteers will wear a mask whenever others are present in the area (unless unable to wear a mask) and maintain 6' distance between themselves and others.
Staff/volunteers/designee will be required to provide their own cloth face coverings.
3. Staff/volunteers will use only their own authorized areas.
4. Staff/volunteers will follow cleaning and sanitizing procedures when they arrive and leave, per Cleaning, Disinfecting and Sanitizing Policy.
5. Staff/volunteers will wash their hands regularly.
6. Staff/volunteers will cover their face/mouth when coughing or sneezing.
7. Staff/volunteers will stay home and communicate with their supervisor and board chair if any one of the following are present:
 - 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
8. Staff/volunteers will inform supervisor and board chair if any of the following are present, and they will be asked to self-quarantine and work from home for 14 days:
 - a. Exposure to someone who is sick or quarantined.
 - b. They have been out of state in the last 14 days
9. **If staff/volunteer becomes ill** while in the church, they should leave to go home or to the doctor, and inform their supervisor and board chair. If others are present, and the sick person cannot leave, the other staff/volunteer person will call an emergency contact for assistance (or 911 if appropriate), and promptly inform their supervisor and board chair. Any others who have been in contact with the sick staff/volunteer person will be notified.
10. If staff/volunteers have family members who contract COVID-19 and they need to care for them, they should talk with their supervisor and board chair.