

# The First Presbyterian Church of Victor

## Health and Safety Plan

Updated on June 10, 2021

### **Introduction**

The First Presbyterian Church of Victor (FPCV) is dedicated to keeping our employees, members, and visitors healthy, especially in the midst of the COVID-19 pandemic. As such, we will strive to follow government guidelines to balance public health concerns with the needs of our church community. This action plan details how we plan to reopen our church and still keep our employees, members, and visitors safe to every extent possible.

While we will implement various protocols to ensure safety, it is up to our employees, members, and visitors to execute on these protocols. By releasing this action plan, we hope to clearly communicate our plans and expectations. We encourage anyone with questions or concerns to reach out to either Megan Antonitto, President of the Corporation, at 585-690-3452 (mobile) or [mrantonitto@yahoo.com](mailto:mrantonitto@yahoo.com) or Dave Henderson, Clerk of Session, at 585-261-2106 (mobile) or [dhenderson@newscaletech.com](mailto:dhenderson@newscaletech.com).

### **Protocols**

Keeping our employees, members, and visitors safe is a priority. To accomplish this task, we have created various procedures for screening those who enter the church building, dealing with exposure to COVID-19, and reporting.

### **Screening Protocols**

Prior to entering the church building employees, members, and visitors must be able to acknowledge the following:

- 1) I have not experienced COVID-19 symptoms in the past 14 days;
- 2) I have not received a positive COVID-19 test in the past 14 days; and/or
- 3) I have not come in close contact with a confirmed or suspected COVID-19 case in the past 14 days.

If an individual cannot acknowledge the above statements they should not enter the building.

Further, if any individual exhibits symptoms of COVID-19, the leadership of FPCV reserves the right to require you to immediately leave the facility.

### **Exposure to COVID-19**

Employees, members, and visitors who test positive for COVID-19 or believe they have been infected will be instructed to follow the advice of a qualified medical professional and self-quarantine. When self-quarantining, individuals should:

- Stay away from people in their home as much as possible, staying in a separate room and using a separate bathroom if available.

- Not allow visitors.
- Wear a face covering if they have to be around people.
- Avoid sharing household items, including drinking cups, eating utensils, towels and bedding.
- Clean high-touch surfaces daily.
- Continue monitoring their symptoms, calling their health care provider if their condition worsens.

Employees who are symptomatic or who have tested positive should not return to work until the conditions outlined in the below table are met:

<b>Symptomatic but was not tested:</b>	<b>Tested positive for COVID-19:</b>
<ul style="list-style-type: none"> <li>• Have not had a fever for at least 72 hours and have not used fever-reducing medication during that time.</li> <li>• Coughs and other symptoms have greatly improved.</li> <li>• Seven days have passed since they first experienced symptoms.</li> </ul>	<ul style="list-style-type: none"> <li>• No longer have a fever.</li> <li>• Coughs and other symptoms have improved.</li> <li>• They have received a negative COVID-19 test.</li> </ul>

### **Reporting**

Any employee, member, or visitor who tests positive for COVID-19 and has visited the facility should notify Megan Antonitto or Dave Henderson as soon as practicable. Depending on the circumstances, FPCV will notify any impacted individuals and may elect to close the facility.

### **Travel Outside of New York State**

Employees, members, and visitors are expected to follow all New York State travel guidelines.

### **Social Distancing**

Employees, members, and visitors are expected to follow social distancing best practices as outlined by the CDC while at FPCV.

### **Protective Equipment**

Members and visitors are required to bring their own face coverings as needed. If an employee needs a face covering and does not bring their own they will be provided with one. Employees must clean or replace face coverings after use or when damaged or soiled. Face coverings should never be shared and should be properly stored or discarded.

FPCV will maintain a small inventory of disposable masks and gloves to be utilized as needed.

### **Hygiene and Cleaning**

Practicing good hygiene is essential to prevent the spread of COVID-19. Do your part by practicing good hygiene:

- Regularly wash your hands for at least 20 seconds throughout the day with warm water and soap.
- Cover coughs and sneezes.
- Avoid touching your eyes, nose, and mouth.

To help employees, members, and visitors remain healthy we have hand sanitizer and disinfecting cleaner available throughout the facility. We have limited amounts of supplies and will continue to restock as we are able.

We have instructed the custodian to disinfect key areas including but not limited to door handles and bathroom surfaces after any gatherings in the facility. Employees, members, and visitors may be asked to assist with disinfecting of common areas, office equipment (such as shared desks, computers, and printers/copiers) using appropriate supplies. If we are notified that an employee, member, or visitor who was in the facility has tested positive for COVID-19, deep-cleaning procedures will be triggered.

### **Conclusion**

FPCV intends to safely welcome employees, members, and visitors into our facility. The COVID-19 pandemic has created uncertain times that have resulted in unprecedented changes. As communicated throughout this action plan, we are prioritizing the health of our employees, members, and visitors as we allow individuals into our facility.

We ask that our employees, members, and visitors to be patient and understanding of the fact that the COVID-19 pandemic may require our action plan to change. We will give as much notice as possible in the event of an unforeseen setback or facility closure.