

The First Presbyterian Church of Victor

Health and Safety Plan

Approved by Session

Introduction

The First Presbyterian Church of Victor (FPCOV) 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 Pastor Colin Pritchard at pastor@victorpres.org, 585-924-2289 (office), or 585-734-7007 (mobile) or Megan Antonitto, Chair of the Administrative Committee, at mrantonitto@yahoo.com or 585-690-3452 (mobile).

Return to Worship Protocol

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

Screening Protocols

Employees, members, and visitors should not enter the church unless the below is accurate:

- 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.

A formal acknowledgement will need to be completed to remain in the facility.

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

Exposure to COVID-19

Members and employees 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:

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

Reporting

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

Social Distancing Requirements

Employees, members, and visitors are expected to follow social distancing best practices while at FPCOV. Specifically, members, employees, and visitors are asked to:

- Stay 6 feet away from individuals not in their household when in the building. When a 6 foot distance cannot be maintained, individuals must wear an acceptable face covering.
- Pews will be marked off to ensure proper distancing during worship.
- Avoid tasks that require face-to-face with others when possible.
- Avoid contact with others whenever possible (i.e. handshakes, hugs, etc.).
- Distance themselves from anyone who appears to be sick.
- Avoid gathering when entering and exiting the facility.
- Follow any posted signage regarding social distancing practices.
- Avoid nonessential gatherings.
- Soloists that sing during worship must wear a mask and stay at least 12 feet from others.

Protective Equipment

Members and visitors are required to wear face coverings when in the facility. This is important as most spaces utilized by members and visitors are common spaces. Members and visitors are required to bring their own face coverings.

Employees are required to wear face coverings when entering and exiting the facility, in any common spaces (hallways, kitchens, bathrooms, etc.), and when physical distancing of 6 feet or

more cannot be guaranteed. If an employee does not bring their own face covering 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.

FPCOV will maintain a small inventory of disposable masks and gloves to be utilized as needed. Inventory quantities will be regularly tracked but cannot be guaranteed.

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 a member, employee, or visitor who has been in the facility and tests positive for COVID-19, deep-cleaning procedures will be triggered.

Conclusion

FPCOV looks forward to holding worship in our facility. The COVID-19 pandemic has created uncertain times and resulted in unprecedented changes. As communicated throughout this action plan, we are prioritizing the health of our employees, members, and visitors as we consider reopening 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.