

## Phased Re-Opening Plan

As the faith community responds to this global pandemic, we are grateful that the province of Ontario, Durham Region Health Department (DRHD) and the Town of Ajax have taken the steps necessary to mitigate this invisible enemy and we are grateful that steps are being taken to move towards gradually reopening in a way that is healthy and safe. We are thankful for the doors of opportunity that God has opened to us during the Coronavirus Crisis. However, we longed for the day that our church family can meet together, in-person again. The decision to reopen churches is a complicated one and people of the Christian faith have several variables to consider.

### **First, the church has a Biblical mandate to assemble.**

Online services are not a permanent substitute for the in-person fellowship of a faith family.

### **Second, Christians are commanded to submit to civil authorities.**

We are as much as possible to live peaceably with all men. We are thankful and we pray for our national, provincial, and local leaders.

## **Third, Jesus said that the second most important command in the Bible is to “love our neighbors as ourselves.”**

We believe that following the recommendations of national, provincial, and local leaders and reopening in a safe and cautious way is the best way to love our town and community at this time.

To this end we propose a five-phase plan to reopen Christian Faith Outreach Centre (CFOC) in accordance with everything we know about this virus and the guidance of the CDC. We believe that our faith is essential, and we want to assure that church is a safe place for worship not just in this season but in all seasons going forward.

### **Will this document change?**

This is an evolving document. We will adjust our parameters based on recommendations from the Durham Region Health Department, CDC, Provincial & Federal Governments. If you have any questions or concerns about the CFOC Re-Opening Plan, please email [info@cfoc.ca](mailto:info@cfoc.ca) .

## CHECKLIST OF ITEMS WEHAVE ON HAND FOR EACH PHASE OF REOPENING

- ✔ Cleaning Supplies for Sanitizing and Disinfecting of our facilities with extra attention given to frequently touched surfaces.
- ✔ Commercial Size Bottles of Hand Sanitizer and Hand Sanitizer Stations for all trafficked areas of our facilities.
- ✔ Gloves available upon request for Staff & Ministry of Helps (MOH). We encourage everyone to arrive with their own cloth or disposable mask, however we will have limited quantities of disposable non-surgical face masks available upon request for all guest coming in the door. All MOH & Staff will be provided with a personal reusable cloth mask and for ministry use.
- ✔ Contactless giving boxes in replacement of passing offering buckets.
- ✔ Signage posted of the DRHD & CDC's guidelines encouraging social distancing, and other protective measures.

**PHASE ONE:** One in person service per week limited to 50 people + MOH (based on 30% capacity of our sanctuary) that will be required to pre-register for attendance on a first serve basis. Those who cannot attend in person, may join in online. Leadership will discuss if in-person small groups will resume in September.

All other services will continue to be WebEx only for Phase One. Phase one will conclude when the Durham Region Health Department (DRHD) has determined the curve has been flattened for our area and our building capacity is no longer restricted to 30%.

## **PREPARATION FOR PHASE ONE**

- Communicate the importance of healthy hygiene practices with Staff, MOH, Members and Visitors.
- Ensure that the DRHD & CDC guidelines for hand washing is being practiced by our staff and MOH and are encouraged through guidance to our members and guests.
- Ensure that adequate supplies to support healthy hygiene are available.
- All staff and MOH before participating in any of our services will be provided with a form that they must sign. This form asks about their health over the last 14 days and whether or not they had any contact with someone who has been sick. The form will be submitted to the office and kept on file.

## **Policies and Procedures for Phase 1:**

## **1. We encourage all high-risk individuals to stay at home and enjoy the services online**

- All members 65 and above who have health concerns.
- All members who have underlying medical conditions or are immunocompromised.
- All members who live with or provide care to the elderly or those with underlying medical conditions.
- All members who feel sick or who have been exposed to someone with COVID-19 symptoms.

## **2. One In-Person Service Per Week**

- All attendees must register before attending the service.
- Registration will open on Monday at 10 AM online. The registrations are on a first come, first serve basis.
- Doors will open and ushers will seat each family unit 15 minutes before the service begins to assure that all family units are seated at least six feet apart from each other and social distancing is being followed.
- There will be no nursery or childcare provided during phase one.

## **3. Social distancing will be in effect at all times**

- All ushers, greeters, and safety team personnel will wear gloves and all MOH will wear masks at all times. The only exception are All platform personnel who will wear masks and gloves prior to and after leaving the platform.

- Safety team will ask all attendees to confirm that they are in good health prior to entering the building.
- Masks will be available at the entrance. All attendees will be required to wear them. Hand sanitizer will be available in several places throughout the building.
- All doors should be propped open and/or held open by ushers and greeters.
- Attendees will enter through the Main Entrance only. Ushers will direct them to line up in the hallway as they wait to be seated. Floor decals will show them where to stand.
- Family units will sit together and must stay together.
- All physical contact is discouraged. Each family unit should stay at least 6 feet away from other family units.
- All family units will be ushered out of the Auditorium at the conclusion of the service. Attendees will use the Main exit. The Café and Bookstore will be closed at this time. Attendees will be encouraged not to congregate after the service.
- Offering envelopes and pens will be removed from all seats. No bulletins will be distributed. Offering buckets will not be passed. Drop boxes for tithes and offerings will be placed at the back of the sanctuary.
- There will be observance of the Lord's Supper during Phase 1. Directions will be given by the Ushers.

#### **4. Restrooms will be available, but the use of restrooms is discouraged**

- Only the washrooms near the Café are open for use.

- All water coolers will be out of order.
- All children should be accompanied to the restroom by a parent.

## **5. Thorough cleaning and sanitation will precede and follow every service**

- All high traffic areas and touchable surfaces (including, but not limited to, door handles, seats, bathroom fixtures, light switches, AV equipment, pianos, etc.) will be disinfected.

**PHASE TWO:** We will continue all policies of phase one, however, we will open an additional service that will allow 50 different family units to attend. All other services will continue to be offered online. Our desire is to resume Baptism's in this phase.

### **BAPTISM**

With baptism the pastor who is baptizing and the 2 elders will wear gloves and a mask as well as the convert for baptisms during phase three. Contact will be minimized as best as possible and converts will be prescreened for symptoms, contact with the sick, and travel. Both parties involved in the baptism will be encouraged to wash their hands before and after a baptism.

**PHASE THREE:** As our area begins to recover, we will gradually increase the number of families allowed in a service to as many as possible, but with social distancing policies of phase one in place and in line with DRHD & CDC Requirements. Our desire is to resume some children & youth programs in this phase.

### **CHILDREN'S CHURCH, and YOUTH.**

Phase three will see the resumption of our weekly children's service and teen service a week. The rooms and facilities used in this phase for these activities will maintain sanitary conditions, staff and volunteers will encourage healthy and safe interaction between the children and youth during these services.

**PHASE FOUR:** We will resume regular weekly services while maintaining all health and safety guidelines but increasing the number of family units that can be served. Our desire is to resume the remaining children's & youth programs in this phase.

### **NURSERY**

Phase four will see the resumption of our weekly nursery service. The rooms and facilities used in this phase will maintain sanitary conditions, staff and MOH will encourage healthy and safe interaction between the infants during these services.

### **PHASE FIVE: Complete Restoration.**

Phase Five will see the complete restoration of all of our services with capacity restrictions removed. We want to continue to assure that our facility is a healthy and safe place to worship. Though social distancing restrictions may be lifted we will maintain sanitizer stations, and contactless giving options. Where possible, we will offer special seating moving forward to anyone who is immunocompromised or at risk for all seasons.

Our desire is that the community around us never has to experience a situation like this again, however we will endeavor to be prepared to be an essential and safe partner of this community both in this season and in any season that comes hereafter.