

# LGC Reopening Guide



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Ver 1.2 August 4, 2020 (Addition of 4. Carpooling)

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# LGC Reopening Guide



Partial Reopening Stage 1	3
Background: BC Government Major Restrictions	3
Permitted in LGC:	4
1. Worship Live Stream Service	4
2. Special Events (subject to Deacons Board approval)	5
1. General Meetings (approved on June 20, 2020)	5
2. Awana Meet & Greet event in September 2020 (approved on September 19, 2020)	5
3. Bethel fellowship meetings at church for twice a month (approved on October 17, 2020)	5
4. Awana Award Meet event in December 2020 (approved on November 21, 2020)	5
3. Fellowships / Groups Gatherings / Meetings	6
4. Carpooling	10
Partial Reopening Stage 2 (TBD)	11
Background: BC Government Major Restrictions	11
Permitted in LGC:	11
Partial Reopening Stage 3 (TBD)	12
Sanitizing Guidelines	13

# LGC Reopening Guide



## Partial Reopening Stage 1

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### Background: BC Government Major Restrictions

1. 50-person limit for indoor and outdoor social gatherings
2. 2-meter social / physical distancing

With the BC's Restart Plan going into Phase 3, LGC has further reviewed the situation and updated the LGC Reopening Guide with references to the following:

Phase 3 - BC's Restart Plan (last updated July 31, 2020)

<https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support/phase-3>

WorkSafe BC - Faith-based organizations: Protocols for returning to operation

<https://www.worksafebc.com/en/about-us/covid-19-updates/covid-19-returning-safe-operation/faith-based-organizations>

Our primary goal remains to support clergy, congregation members, volunteers, families and visitors in staying safe and healthy.

### Understanding the risk

The virus that causes COVID-19 spreads in several ways, including through droplets when a person coughs or sneezes, and from touching a contaminated surface before touching the face. Higher risk situations require adequate protocols to address the risk.

- The risk of person-to-person transmission is increased the closer you come to other people, the amount of time you spend near them, and the number of people you come near. Physical distancing measures help mitigate this risk.
- The risk of surface transmission is increased when many people contact same surface, and when those contacts happen in short intervals of time. Effective cleaning and hygiene practices help mitigate this risk.

# LGC Reopening Guide



Permitted in LGC:

## 1. Worship Live Stream Service

1. To keep our church environment healthy for brothers and sisters, we are limiting to a maximum number of 25 brothers and sisters serving in a Worship Live Stream Service. They are Worship Chairperson, Preacher, Pastor(s), a maximum of 2 Music and Song Leader(s) (Note: band is not allowed), Pianist, AV Controller(s), and Live Stream Controller(s), etc..
2. Individuals serving in the Worship Live Stream Service are encouraged to always maintain social / physical distancing as recommended by the BC government (eg. 2-meter bubble) in the church. Individuals from the same household are exempted.
3. Individuals serving in the Worship Live Stream Service are required to wear face mask in the church with the exception when the individual is in a room by oneself until the restriction by PHO is eased.
4. Individuals serving in the Worship Live Stream Service should not bring their children along. Children are encouraged to stay home at this time during COVID-19 Pandemic. Spouse or family accompanying is limited to one.
5. Individuals serving in the Worship Live Stream Service should follow:
  1. If you are under self-isolation as required by the BC government, you should stay home.
  2. If you have had close contact with confirmed or probable COVID-19 case in the last 14 days, you should stay home.
  3. If you are not feeling well, you should stay home.
  4. If the above does not apply to you, you are encouraged to take your body temperature (information will not be kept). If your body temperature is abnormal, you should leave the church and go home after informing any other individual serving in the Worship Live Stream Service. Non-contact forehead infrared thermometer is available at the church.

# LGC Reopening Guide



5. Admitted individuals are encouraged to sanitize / wash their hands with soap and water (for 20 seconds) prior to entering the meeting area.
6. Individuals serving in the Worship Live Stream Service should not share books, tools, equipment, furniture, etc.. E.g. they should use their own microphone cover(s) for their microphone(s).
7. Singing is a risky activity for spreading the virus. So, singing duties of the Music and Song Leader(s) should be left to a minimum number positioned at least 4 meters away from other individuals in front of him/her. Wind instruments are also discouraged.
8. All equipment (eg. Musical Instruments - music / mic stands, piano, guitar, etc., AV Gear - microphones, remote control, computer, TV, etc., Others - acrylic pulpit, etc.) and surface areas should be sanitized BOTH before and after use to be ready for the next Worship Live Stream Service.
9. A maximum of 2 Music and Song Leader(s) are allowed to practice in the church prior to the Worship Live Stream Service.

## 2. Special Events (subject to Deacons Board approval)

1. General Meetings (approved on June 20, 2020)
2. Awana Meet & Greet event in September 2020 (approved on September 19, 2020)
3. Bethel fellowship meetings at church for twice a month (approved on October 17, 2020)
4. Awana Award Meet event in December 2020 (approved on November 21, 2020)

**Congregants to apply for any exceptions to the LGC Reopening guide are required to send a written request to the COVID-19 Response Team through its secretary (Patrick Ku [patrickkulgc@yahoo.ca](mailto:patrickkulgc@yahoo.ca)). Request will be reviewed by the COVID-19 Response Team first for final approval by the Deacons Board.**

# LGC Reopening Guide



## 3. Fellowships / Groups Gatherings / Meetings

### Special Attention

All activities of these types are not permitted by the PHO new orders in late November, 2020. The following guidelines under section 3 are for reference for when PHO relaxes the order to allow for gatherings

You can enjoy many more indoor and outdoor activities as long as you follow LGC Reopening Guide and all public health orders, including gathering sizes and physical distancing of 2 metres, and avoid high-risk exercise and sports activities.

A gathering refers to a planned or spontaneous event, indoors or outdoors, with a small number of people participating or a large number of people in attendance in the same space at the same time for the same purpose.

The risk of COVID-19 spreading at events and gatherings increases as follows:

**Lowest risk:** Virtual-only activities, events, and gatherings.

**More risk:** Smaller outdoor and in-person gatherings in which individuals from different households remain spaced at least 2 metres apart, wear cloth face coverings, do not share objects, and come from the same local area (e.g., community, town, city, or county).

**Higher risk:** Medium-sized in-person gatherings that are adapted to allow individuals to remain spaced at least 2 metres apart and with attendees coming from outside the local area.

**Highest risk:** Large in-person gatherings where it is difficult for individuals to remain spaced at least 2 metres apart and attendees travel from outside the local area.

# LGC Reopening Guide



Ground level of the church will be open for access. Upstairs will be restricted access by Pastoral Staff, Administration Staff, Deacons, and the individuals serving in the Worship Live Stream Service only.

## 1. Eligibility

1. Existing fellowships or groups.
2. Only entitle for gathering once a month.
3. One group at a time in the church.

## 2. Conditions for permitted in-person indoor gatherings

1. To keep our church environment healthy for brothers and sisters, we are limiting a maximum of 25 individuals to gather in the church.
2. All attendees are encouraged to always maintain social / physical distancing as recommended by the BC government (eg. 2-meter bubble). Individuals from the same household are exempted.
3. All attendees should wear face mask at all times in the church.
4. Adults only. Children are encouraged to stay home at this time during COVID-19 Pandemic.
5. Each gathering shall not be exceeding 2 hours.
6. No food sharing at this time, individuals should bring your own container for drinks.
7. No exercise at this time.
8. No singing at this time (infected people can transmit the virus over greater distances when singing, shouting, or playing wind instruments); Humming along to the music is fine.
9. Sharing of books, tools, equipment, or furniture, etc. are discouraged at all times.
10. Shaking hands, hugging, touching, or passing items between people compromises the 2 metre distance between congregants and should not occur, except between members of the same household.

# LGC Reopening Guide



Alternatives such as waving, nodding, or bowing should be encouraged.

11. Meeting host is requested to admit attendees to the gathering according to the following:
  1. The individual is not under self-isolation as required by the BC government.
  2. The individual did not have close contact with confirmed or probable COVID-19 case in the last 14 days.
  3. The individual is not feeling unwell or having a fever.
  4. If the above does not apply to the individual, we ask the individual to permit the meeting host to take your body temperature (information will not be kept). If your body temperature is normal, the individual will be permitted to join the meeting with other individuals, otherwise, the individual should go home immediately. Non-contact forehead infrared thermometer is available at the church.
  5. Admitted individuals are encouraged to sanitize / wash their hands with soap and water (for 20 seconds) prior to entering the meeting area.
12. Meeting host should keep a record of attendees of the meeting (if there are newcomers, make sure additional contact information is collected) for supporting public health contact tracing effort.
13. Use the space as requested only and minimize the use of other areas unless necessary. Meeting host should keep a record on which areas individuals have used.
14. After the gathering / meeting
  1. Voluntary cleaning by the attendees following the Sanitizing Guidelines is encouraged.
  2. All equipment (e.g. Musical instruments, AV gear, and furniture such as tables, chairs, etc.) are encouraged to put away after use.



# LGC Reopening Guide



3. Meeting host is requested to send meeting details to the church office through email "[office@lordsgrace.ca](mailto:office@lordsgrace.ca)" such as actual start and end time of the meeting, names of all individuals, contact information of newcomers (if any), used areas, etc. within 7 days after the meeting. Church office will only keep record for 30 days. WorkSafe BC requires all faith-based organizations to record who is attending group activities and events as one of the protocols for returning to operation.
  4. Meeting host is encouraged to inform the church office through email for any areas need extra attention (eg. run out of toilet paper, hand sanitizer running low, etc.) or any other suggestions.
  15. Meeting host to apply to the church office through email "[office@lordsgrace.ca](mailto:office@lordsgrace.ca)". Office administration staff to manage application according to the set protocol. Approved / declined application will be confirmed back through email to the meeting host. The Sanitizing Guidelines will be attached in the email response for the approved application.
3. Conditions for permitted in-person outdoor gatherings
1. Outdoor gatherings are limiting a maximum of 50 individuals at this time.
  2. All attendees are encouraged to maintain social / physical distancing as recommended by the BC government (eg. 2-meter bubble). Individuals from the same household are exempted.
  3. All attendees are encouraged to wear face mask or face shield.
  4. Parents are required to provide supervision and guidelines to the children for maintaining social / physical distancing or wear a face mask or face shield if social distancing cannot be observed.
  5. No sharing of food and drinks.
  6. Avoid high-risk exercise and sports activities.
  7. Meeting host is requested to admit attendees to the gathering according to the following:

# LGC Reopening Guide



1. The individual is not under self-isolation as required by the BC government.
  2. The individual did not have close contact with confirmed or probable COVID-19 case in the last 14 days.
  3. The individual is not feeling unwell or having a fever.
  4. Admitted individuals are encouraged to sanitize / wash their hands with soap and water (for 20 seconds) prior to entering the meeting area.
8. Meeting host is requested to inform the church office through email "[office@lordsgrace.ca](mailto:office@lordsgrace.ca)" before the gathering / meeting and retain meeting details such as actual start and end time of the meeting, names of all attendees, contact information of newcomers (if any), etc. for 30 days for supporting public health contact tracing effort.

## 4. Carpooling

In a nutshell, carpooling is discouraged and should be restricted to members of the same household. When it happens, one should follow the WorkSafe BC Guideline. For unrelated parties in a vehicle, they are encouraged to wear face mask or face shield and only 1 passenger is allowed in the backseat. Open all car windows when possible. The owner of the vehicle is requested to record the name of the driver and the passenger (additional contact information of newcomer, if any), start and end date/time of the journey, starting point, destination, waypoints, etc. and keep the information for 30 days for supporting public health contact tracing effort.

### Reference:

WorkSafe BC - Carpooling under protocols for meat processing

<https://www.worksafebc.com/en/about-us/covid-19-updates/covid-19-industry-information/manufacturing/meat-processing>

# LGC Reopening Guide



## Partial Reopening Stage 2 (TBD)

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### Background: BC Government Major Restrictions

1. 50-person limit for indoor and outdoor social gatherings
2. 2-meter social / physical distancing

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### Permitted in LGC:

1. as described in Partial Reopening Stage 1
2. restricted in-person worship services (to be further discussed by the LGC COVID-19 Response Team)

# LGC Reopening Guide



## Partial Reopening Stage 3 (TBD)

To be further discussed by the LGC COVID-19 Response Team when BC government lifts any of the following 2 major restrictions:

1. 50-person limit for indoor and outdoor social gatherings
2. 2-meter social / physical distancing

# LGC Reopening Guide



## Sanitizing Guidelines

Meeting group to use Lysol disinfectant wipes to clean / sanitize the areas used or accessed in particular for the following:

1. Entrance/Exit/Interior doors and door knobs/handles
2. Light switches
3. Bathrooms and bathroom facilities (E.g. Vanity top, faucets, and toilet handles)
4. Kitchen and kitchen facilities (E.g. Counter top, water kettle, faucets)
5. Meeting place chairs and equipment including AVT equipment e.g. TVs, Remote Controls
6. Surface areas e.g. tables
7. Stair railings
8. Others as you see fit

### Reference:

WorkSafe BC - Cleaning and Disinfecting

<https://www.worksafebc.com/en/resources/health-safety/information-sheets/covid-19-health-safety-cleaning-disinfecting?lang=en>

### Church office to:

1. Post and keep current the protocol information on LGC website
2. Post 20-second hand washing signs in all bathrooms and hand washing stations
3. Prepare and maintain a “Sanitizing Basket” for the meeting host containing:
  1. Hand sanitizer (minimum 60% alcohol)
  2. Lysol disinfectant wipes
  3. Disposable gloves
  4. Non-contact forehead infrared thermometer
4. Keep the meeting details submitted by the meeting host for future reference