

## Brechin United Church Safety Plan

Version One Approved by Council:

Date of Review by Region: July 25, 2020

Brechin United Church is committed to balancing our values of spiritual nurturance and outreach as a community of faith with the need for caution in the face of COVID-19. We feel a special care for the vulnerable among us, and want to support and safeguard all who may be especially spiritually, mentally or physically vulnerable at this time.

This plan will be made publicly available on Brechin United Church's website, and will be distributed to members by email. **Any events or interactions associated with Brechin United Church must be planned in compliance with the most recent version of this plan.**

Brechin's Council has appointed the following people as Stewards of the Safety plan. Stewards must approve all events which teams, lay leaders or staff wish to host prior to advertising the event. The stewards are:

Christine Robertson:	250-821-1066	christine.callalily@gmail.com
Kathy Torhjelm:	250-753-5778	kathytorhjelm@shaw.ca
Anne Manikel:	250-751-8133	amanikel@shaw.ca

Events must be approved by the Stewards prior to being sent to Cindy for announcement to the congregation. The Stewards will report on their activities to Brechin's Council under a standing agenda item at Council meetings.

This plan depends upon the cooperation and self awareness of all of our teams and members.

**Please do not attend any church events if you are not feeling well or know you have been exposed to COVID-19.** The BC COVID-19 Self-Assessment Tool can be found at:

<https://bc.thrive.health/covid19/en>

This document is drafted in reference to the most recent *Pandemic recovery & in-person ministry Re-launch Guidelines* from Pacific Mountain Region and the most recent materials from the Province of British Columbia. This document will be revised when there are changes to the Provincial phases, the Region stages relevant to Brechin United, or in the event of a significant Nanaimo-area outbreak.

### Signage:

The following posters will be displayed at Brechin House in the following locations:

Physical Distancing in Progress: On Cindy's office door and back gate

Hand Hygiene: In Washroom

Hand Sanitizers: Next to hand sanitizer stations in living room and kitchen

Do Not Enter If: On both entrances

The following posters will be laminated and displayed at all Brechin events in other locations. It is the responsibility of the host to bring and display the posters:

Physical Distancing in Progress

Do Not Enter If

Hand Sanitizers

### Personal Protective Equipment (PPE):

Employees of Brechin United church will be provided PPE and cleaning supplies for their safety including disposable masks, hand sanitizer, sanitizing wipes and sprays.

Extra disposable masks and hand sanitizer will be purchased by Brechin United Church. These will be brought to all gatherings and made available by the host, although participants will be asked to provide their own, if possible. Events will be designed for zero close contact.

### In-person Worship:

Council of Brechin United has decided to revisit the topic of in person worship in September for further discussion. There are currently no plans to resume in person Sunday morning worship. Communion, passing an offering plate, collective prayers and the passing of the peace will not be part of any small group gatherings.

### Brechin House:

#### **Brechin House is not available for gatherings at this time.**

Cindy Gillespie has continued to work on-site, 9:30-3:00 Monday to Friday. Tif McNaughton and the music team have been working from their homes. The doors of Brechin House are locked and Cindy is able to decide who to let into the building and supervise their presence. Facilities, including the washroom, are not available to the public. Small groups or leadership teams can meet outdoors at Brechin House if their group is small enough to space out appropriately.

Janitorial staff clean at Brechin House once monthly, and Cindy sanitizes surfaces at her discretion.

## Small Groups, Events and Ministry Teams:

### Small Groups and Leadership Teams

**Small Groups and Leadership Teams are encouraged to connect online if possible.** A 'Community' section of the website is available to small groups wishing to write articles, and a private Brechin United Church Facebook Group is available for sharing articles and online conversation. Brechin United's Zoom account will be made available to people who want to host events with Zoom as the schedule allows.

Even outdoors, group singing is not recommended and considered a high risk activity. **We will not be singing or joining in collective prayer.**

Groups are encouraged to keep their numbers small if vulnerable persons are present (such as persons over the age of 60 or with pre-existing medical conditions). Attendees are expected to practice safe distancing, good hand hygiene and wearing masks if possible. Signage will be made available and must be picked up from Brechin House and displayed at events.

- Event participants must pre-register with the host to ensure the number of attendees does not exceed the number appropriate to the venue (or 50 at most).
- Small Group attendance including name and contact information is to be recorded by the host, and kept on file for 4 weeks by the host. Leadership Team attendance will be recorded in their minutes.
- Gatherings occurring outdoors: based on location and whether or not participants are in one or more risk category, outdoor gatherings may include up to 50 people according to provincial guidelines. Participants wear a mask at their discretion, are seated a minimum of 2 m from one another, maintain distance while arriving and leaving, and bring their own chairs and drink/food items.
- Gatherings occurring indoors: The size of the group is dependent on the space they are using. Participants must fully follow the standards set by the establishment (for instance, the restaurant or coffee shop). For instance, if a restaurant requires a limit to party size, participants cannot switch tables during a gathering, each table is considered a separate 'party' and does not interact. If a facility requires the use of masks or hand sanitizer, participants must bring their own masks and hand sanitizer.

### Pastoral Visiting

#### Visits with Rev Tif

- Rev Tif will wear a disposable mask for all visits, and will use hand sanitizer when hand washing is not available
- Where possible, we will meet outdoors at a minimum distance of 2 m. Where meeting outdoors is not possible and Tif is asked inside the home, garage or shop, safe physical distancing will be maintained and Tif will bring Lysol wipes for all surfaces contacted.
- Tif will not consume food or drink while visiting to facilitate consistent use of the mask
- Small group pastoral visits are possible if participants are already safely navigating exposure to one another

#### Visits with Pastoral Care Team Members

-The team members and the person they are visiting will determine the precautions they will take based on:

- Their personal risk categories
- Their existing level of contact with one another

-As much as possible, team members are encouraged to be in contact by phone, letters and email.

-If meeting in person, team members are encouraged to meet outdoors and seated at a safe physical distance of 2 m or more

-Should pastoral care team members choose to meet with a household as a group of three visitors or more, a safety plan must be submitted to the Stewards of the Safety Plan.

-Team members are encouraged to utilize masks and hand sanitizer when visiting on behalf of Brechin United Church

-Team members are required to keep a record of who they have visited on behalf of Brechin United Church and when. This is to be kept for a minimum of 4 weeks and made available for contact tracing if necessary.