



## COVID Action Plan

### Roots Jr., Roots, LEAP, & CLYM

Christ Lutheran Church & Education Center

*Last modified August 2020*

*This guidance document has been designed for use in conjunction with the overall policy of Christ Lutheran Church & Education Center and local public health directives. Advice of the local public health units must be followed, even in the event that it contradicts this document. This document will be reviewed and modified as applicable when COVID-19 restrictions can be lifted and/or amended to reflect new advice as it is given.*

While the focus of this policy is on maintaining healthy operational measures for children's and youth ministry at Christ Lutheran, please note that every effort will be made to uphold a welcoming and caring environment for our children, students, families, volunteers, and staff.

Though we will attempt to take proactive preventative measures to ensure safety and cleanliness, we acknowledge that risk of exposure is possible and may result in temporary dismissal or omission from ministry events. All public activities, including participation here at Christ Lutheran, remain at your own risk.

We strive to work closely with our families, Johnson County Health Department, Kansas Department of Health and Environment (KDHE), and the Centers for Disease Control (CDC) to safeguard and protect our children and youth as closely as possible, trusting ultimately in our Almighty God who guards our steps. We know that the Lord is our refuge and strength, an "ever present help in trouble" (Psalm 46:1).

### **Protocol for Families:**

For all families who have students participating in in-person studies and activities, we ask the following:

- Check the temperature of the participant before arriving at the gathering location.
  - If the fever is above 100.4 degrees Fahrenheit, please do not attend.
- Before arriving to the activity, please ask the questions on the CDC Covid-19 Screening.  
<https://www.cdc.gov/screening/paper-version.pdf>
  - If any YES answers, please stay home.
- Indoor Mask Requirements:
  - Preschool
    - Masks are to be worn in common spaces and times of transition. (CDC guidelines - ages 2 and up)
    - While in class, students may take off their mask and social distance as much as possible. If a parent has a desire for their student to wear their mask in the classroom, please inform the teacher.
    - Students must wear a mask while they are singing.
  - Grades K-12
    - While inside a building during a church sponsored event, (church, home, or other facility), masks must be worn.
- Outdoors, masks are required to be worn at all functions if social distancing is not feasible.
- Children & Youth will wash/sanitize their hands upon arrival to and departure from a gathering, as well as throughout the event.
- While in the church building, please do not freely roam throughout the building. Please follow signage and stay in designated areas.
- If a participant or a participant's family member tests positive to Covid-19:

- Please notify Korey Danley, Interim Director of Children's & Youth Ministries ([korey.danley@clcop.org](mailto:korey.danley@clcop.org)) immediately.
- Please follow the directions of your physician and the Johnson County Health Department, including quarantine, not attending functions for 14 days, AND the participant must be fever-free for 72 hours.
- In the event of a sick participant in our care, the participant will be moved to another room, and a family member will be called to pick the participant up immediately.

### **Protocol for Ministry Staff & Volunteers:**

For all Children's & Youth Ministry Staff & Volunteers, we ask the following.

- Check your temperature before you arrive at church or the gathering location.
  - If the fever is above 100.4 degrees Fahrenheit, please do not attend.
- Before arriving to the activity, please ask the questions on the CDC Covid-19 Screening. <https://www.cdc.gov/screening/paper-version.pdf>
  - If any YES answers, please stay home.
  - Notify your Ministry Lead immediately if you are unable to attend a gathering.
    - Korey Danley (913-912-0356)
    - Katie Morgan (785-230-4319)
    - Heather Hayselden (913-378-7372)
    - Rashmi DePaepe (913-488-2572)
- While inside a building during a church sponsored event, (church, home, or other facility), masks must be worn.
  - Volunteers and staff who are presenting a lesson at a distance of 6 feet or greater may remove their mask for that time. During active back-and-forth discussion and while not presenting, staff and volunteers must wear a mask.
- Masks are required to be worn at all outdoor functions if social distancing is not feasible.
- Staff & Volunteers will wash/sanitize their hands upon arrival to and departure from a gathering, as well as throughout the event.
- While in the church building, please do not freely roam throughout the building. Please stay in designated areas.
- If a staff member, volunteer or a family member of a staff member or volunteer tests positive to Covid-19:
  - Please notify your Ministry Lead immediately.
    - Korey Danley (913-912-0356)
    - Katie Morgan (785-230-4319)
    - Heather Hayselden (913-378-7372)
    - Rashmi DePaepe (913-488-2572)
  - Please follow the directions of your physician and the Johnson County Health Department, including quarantine, not attending functions for 14 days, AND the participant must be fever-free for 72 hours.
- Enforce the Protocol for Families (listed above) for all students in your care.
- After each gathering, disinfect toys, tables, supplies, and high touch areas (door handles, light switches, chairs, tables, etc.) before leaving. Disinfectant spray and/or wipes will be available.
- Be diligent in keeping attendance records of all staff, volunteers, and students present at your event or in your room.

### **Protocol for Operations:**

- Staff, Volunteers and participants will follow the above protocols.
- While inside a building during a church sponsored event, (church, home, or other facility), masks must be worn.
  - Volunteers and staff who are presenting a lesson at a distance of 6 feet or greater may remove their mask for that time. During active back-and-forth discussion and while not presenting, staff and volunteers must wear a mask.

- While outside during a church sponsored event, (church, home, or other facility), masks must be worn if social distancing is not possible.
- While in the church building, please do not freely roam throughout the building. Please stay in designated areas.
- Social distancing will be practiced in and outside of buildings.
- Staff & Volunteers will disinfect all rooms and supplies when finished with an area.
- Snacks and meals are prohibited during this time, except where required and approved by the Children's and Youth Ministry Team. If approved, we will stay clear of shared and/or homemade food and opt instead for individually wrapped servings of food.
- Stylus will be provided for families to use at check-in stations. Families are encouraged to put their stylus on their keychain for future use. Please limit the number of styluses per family.
- Students will be screened at the beginning of each event by answering the CDC Covid-19 Screening questions.
- Doors to rooms will be propped open.
- Physical touching, such as handshakes, high fives, hugs, etc. are not encouraged.

### **COMMUNICATION WITH FAMILIES:**

Open communication with families, students, leaders, and staff regarding the enhancement and seriousness of health and safety measures will be encouraged. New policies will be shared for everyone's information and so that all are aware of expectations. Our goal is to keep everyone as safe and healthy as possible, as well as keep the building safe from shutdown so the ministries of Christ Lutheran Church, Christ Lutheran Early Education Center and Christ Lutheran School may continue in person and in house.

We will make attempts to publicly display helpful reminders on our campus, so everyone understands that wellness and safety is our ultimate goal.

In the event of a positive CoVid-19 test on campus, Christ Lutheran Church & Education Center will follow the direction of the Johnson County Health Department in notifying families.