

CONGREGATIONAL FLU SEASON PROCEDURES

March 2020

1. Handwashing and "Cover your Cough" instruction signage posted in all restrooms, kitchens, classrooms, narthex, church halls, main office, and elevator.
2. Greeters are to use hand sanitizer frequently during their service.
3. Hand sanitizer bottles available in all pews.
4. All "high touch traffic" surfaces are to be sanitized and disinfected three times a week – before and after Sundays. This includes door handles, knobs, crash bars, light switches, toilet flush handles, sink handles, tabletops, friendship registers, pew hand rests, etc.
5. Church pastoral and office staff will assist in sanitizing and disinfecting "high touch traffic" office areas and equipment once a week.
6. Basic Personal Protective Equipment (basic PPE – latex or nitrile gloves) is to be used by those engaged in sanitizing and disinfecting church areas and equipment.
7. The Congregation shall receive email reminder communication about Illness Prevention Procedures.
8. While members of the congregation are always permitted to decline physical touch or embrace, intentional permission and instruction should be communicated to the congregation regarding the passing of the peace and fellowship in the courtyard after worship. Members and guests who do not wish to give or receive physical touch and feel uncomfortable verbally declining physical touch should greet one another or pass the peace with both hands clasped in front of their body. Similarly, congregation members who do not wish to receive communion by intinction may be served in their pew, as per our regular communion service practice.
9. Third party outside groups and UPC outreach or missional ministries using church spaces and equipment are responsible for disinfecting and sanitizing surfaces and equipment used and ensuring that attendees maintain handwashing practices and hand sanitizer use. Cleaning supplies will be provided to outside groups.