

Use of Parish Facilities During Covid-19 Precautions:

Beginning on 15 June the following apply for all groups wishing to use parish facilities until further notice:

- Rooms must be reserved by emailing Pat Moore at parish.life@ollchapin.org. Please **do not call** Pat on the phone to reserve a room.
- Previous reserved dates and times prior to the pandemic may not be available. Be flexible with your meeting dates and times.
- Room occupancy is set for every room with the requirement for six feet of social distancing between participant. Occupancy will be limited—ergo, group meeting numbers will be limited.
- Groups are responsible for setting up and taking down of chairs and tables. Chairs (and tables) must be set up so as to observe safe distancing of six feet between participants.
- Only hard plastic chairs and tables may be used. No cushioned chairs or table clothes. Paper table clothes may be used but must be thrown out afterward.
- Only Paper and plastic products may be used and must be thrown out afterward.
- Food is not be served unless it is individually packaged and wrapped. NO BUFFET or shared (pot-luck) food. It is recommended that if food and drink are a part of your meetings that individuals bring their own food and drink.
- All rooms used, **to include restrooms**, and all furniture used must be cleaned and sanitized according to instructions provided by parish staff. This must be done by the group holding the meeting. Parish Staff is not available to assist. All items must be thrown out or sanitized. Each group is responsible for ensuring the space(s) used by that group are cleaned and sanitized.
- If your group is unable or unwilling to meet these requirements please do not plan to meet at this time. Hopefully in the near future these restrictions will no longer be necessary.

Thank you for your cooperation with these procedures. We consider the health and well-being of our parishioners to be the highest priority. We are following the directives of local, state and federal health authorities in establishing health and safety precautions. Your patience is greatly appreciated during this trying time.