

MCC Comprehensive Re-Entry Plans for Fall 2020

Version 1.1

The following is a comprehensive plan to allow MCC to return to holding indoor, in-person services, as well as meetings, small groups and children & youth programs in the building beginning November 1. We realize not everyone will be comfortable with all the details outlined below, but we feel these plans allow for a safe experience for all. For those not comfortable returning to in-person services due to personal or health concerns, we will continue to provide a high quality online experience every Sunday morning for those to join us virtually. The Re-Entry and Leadership Teams will continually monitor conditions and adjust the plan accordingly to meet any changes to guidelines or community health.

Building Entry/Setup for Worship Services

- Entry into the building will only be allowed 20 mins prior to the service beginning
 - Front doors will be kept locked until then
- Masks are required for everyone age 4 and up unless otherwise noted and must be worn while in the building
 - Masks will be provided for anyone who does not have one upon arrival
- Attendees will only be allowed to enter through the front entrance of the building
- Hallway will be marked with 6' spacing
- In Front Hallway, Greet and Seat team members will confirm people are registered for the service and administer a temperature check at that time and confirm they are not experiencing symptoms or have any potential exposure, as well as a friendly greeting (2 people)
 - As part of the registration process, attendees will confirm they are not experiencing any symptoms as outlined in the [State of NH Place of Worship Guidelines](#) (no fever, symptoms, close contact with COVID-19) and agree to a liability waiver (Appendix A)
- All personal items (hats, coats, bags) will be kept with each person, no use of coat racks allowed
- Once in the Sanctuary, attendees will find a cluster of seats for themselves or their family
 - Chairs are set up in clusters of 2, 4 and 6 for family/household units to sit together. All clusters are 8' apart per [State of NH Community Arts & Music Education Guidelines](#) for safe distance while singing

- 1 Greet and Seat Member or Pastor will be just inside sanctuary doors for a secondary greeting and help people identify seats as needed.
- Bulletins will be pre-printed and distributed to the chairs in advance

During Worship Services

- Services will be no longer than 60 mins
- Worship Team will sing/play from the stage, un-masked while upfront onstage
 - Once they leave the stage, they will put masks on
 - Congregants are allowed to sing if they desire (with masks)
 - Worship team will be limited to 4 people total with proper spacing between singing members
- Any greeting activity will be done socially distant, no handshaking, hugging, etc.
- Offering baskets will not be passed but will be available for people to drop money in at the end of each service on the way out
- Once the service begins, greeters will help to make sure protocols are being followed and address any issues/concerns with grace
- Communion will be distributed to the chairs on the first Sunday of each month before attendees arrive
- No Nursery or MCC-Kids Programs will be held during Phase 1 Re-Entry, all kids will stay with their families during the service

Following Worship Services

- Attendees will be dismissed per section to minimize buildup in the doorways or hallways
- No fellowship time will be available indoors
 - Potential for outdoor use if weather permits, no food or drinks provided by the church
- Attendees must exit the building within 10 mins of the end of the service

Cleaning Procedures

- Following each service or meeting, the space will be cleaned/sanitized with a Hospital Grade Hydrogen Peroxide based cleaner (Oxivar)
 - Touch surfaces will be wiped or sprayed down (door handles, etc.)
 - Chairs will be sprayed with a disinfectant fogger
 - Any trash will be cleared and disposed of
 - Bathrooms will be cleaned/disinfected and wiped down

Additional Setup/Logistics

- Total capacity for the sanctuary will be 100
 - This includes attendees, Pastors, Staff, Worship Team, Great and Seat Team & Covid Compliance Watch
 - Additional services will be scheduled to accommodate attendance numbers if needed
- Attendees must be signed up in advance to be allowed to enter into a service. If space allows, attendees will be allowed to sign up at the door
 - Registration process will be communicated to the church
- If two Sunday morning services are held, live streaming will be done during one service only, then available for viewing later following the service that is streamed
- ASL Interpreting will only be available at one service (same service that is streamed). ASL interpreters will not be required to wear masks during the service while interpreting, but may do so if they wish, depending on the needs of the service
- The air system in the building will be set to full exhaust during the service, this means that no air will be recycled, all air coming out of the space will be exhausted, and only fresh air from outside will be used to heat/cool the sanctuary. This can lead to slightly warmer or cooler temperatures. The air system has also been confirmed to have a high enough cycle time and proper filters to meet standards for a group gathering safely
- Bathrooms will be available for use. Proper spacing and hand washing are required
- Water fountains will not be available for use
- Hand Sanitizer Stations are available for use around the church building

COVID Contact Tracing/Notification

- If an attendee tests positive for Covid-19 and they attended a worship service or meeting in the past 14 days, they are required to notify the Pastors or a member of the Leadership Team within 24 hours of receiving their positive result
- All members who attended church with that individual will be notified of a positive case via email. The person's name will not be released to the entire congregation per HIPA Laws
- Anyone who might have had close contact with the case will be notified directly by a Pastor or member of the Leadership Team

Small Groups, Meetings, MCC-Kids & Youth Programs

- Sanctuary can be utilized for programming if cleaning is coordinated with the Properties Committee. It is recommended that the sanctuary not be used immediately following a Sunday morning service if possible
- Sanctuary may be utilized for programming if cleaning is coordinated with the Properties Committee for larger groups. It is recommended that the sanctuary not be used immediately following a Sunday morning service.
- All spaces used must be reserved in advance of an event. Spaces not reserved can not be used.
- Only kids participating in programming will be permitted in the building, pickup procedures will be communicated to parents in advance specific to the age group
- 6' Spacing between participants will be expected at all times.
- Masks must be worn during the entire time in the building.
- Attendance records will be kept for all gatherings, with contact information on file with the church
- Participants will also be screened prior to entry, including:
 - Groups are to use the 2 single stall bathrooms at the back of the children's area.
 - Groups are expected to clean the space after use per instructions in each space, this includes wiping down any surfaces touched and bathrooms (if used). Cleaning instructions will be posted in each space, as well as communicated to group leaders.
- All gatherings are limited to 2 hours.
- Please arrive no sooner than 10 minutes before your scheduled meeting time to minimize time in the building and leave within 5 minutes of the meeting ending.
- There will be at least 30 mins between gatherings.

Space Limits

- Large Kids Area will have a limit of 12 people
- Monadnock Room will have a limit of 6 people
- Kitchen have a limit of 4 people, limited use
- Sanctuary will have a limit of 100 people
- Classrooms and Nursery spaces are closed
- Offices are off limits to the congregation

Prepared by the Re-Entry Task Force:

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Affirmed by the Leadership Team on 10/17/2020

**revisions may be made as needed through the Fall*

Appendix A

MCC COVID-19 Attestation & Liability Waiver

I can attest that I have not experienced any of the following symptoms, or meet any of the criteria as outlined below when attending an event at Monadnock Covenant Church:

- i. Fever (feeling feverish or a document temperature of 100.4 degrees Fahrenheit or higher)
- ii. Respiratory symptoms such as runny nose, nasal congestion, sore throat, cough, or shortness of breath;
- iii. Whole body symptoms such as muscle aches, chills, and severe fatigue;
- iv. Person has been in close contact with someone who is suspected or confirmed to have COVID-19 in the past 14 days?
- v. Person has traveled in the past 14 days either:
 - a. Internationally (outside the U.S.);
 - b. By cruise ship; or
 - c. Domestically (within the U.S.) outside of NH, VT, or ME on public transportation (e.g., bus, train, plane, etc.)?

NOTICE: THIS IS A LEGALLY BINDING AGREEMENT. Read this document carefully and in entirety. By agreeing to this agreement, you give up your right to bring a court action to recover compensation or obtain any other remedy for any personal injury or property damage however caused arising out of your participation in any activity related in any way to Monadnock Covenant Church, now or at any time in the future.

Acknowledgment of Risk

I hereby acknowledge and agree that participation in any activity related in any way to Monadnock Covenant Church comes with inherent risks. I have full knowledge and understanding of the inherent risks associated with participation in any activity related in any way to Monadnock Covenant Church, including but in no way limited to illness, including exposure to and infection with viruses or bacteria. I further acknowledge that the preceding list is not inclusive of all possible risks associated with participation in any activity related in any way to Monadnock Covenant Church and that said list in no way limits the operation of this Agreement.

Coronavirus / COVID-19 Warning & Disclaimer

Coronavirus, COVID-19 is an extremely contagious virus that spreads easily through person-to-person contact. Federal and state authorities recommend social distancing as a mean to prevent the spread of the virus. COVID-19 can lead to severe illness, personal injury, permanent disability, and death. Participating in Monadnock Covenant Church programs and activities or accessing Monadnock Covenant Church facilities could increase the risk of

contracting COVID-19. Monadnock Covenant Church in no way warrants that COVID-19 infection will not occur through participation in Monadnock Covenant Church programs or activities or accessing Monadnock Covenant Church facilities.

Waiver, Release, Indemnification & Covenant Not to Sue

In consideration of my participation in any activity related in any way to Monadnock Covenant Church, I the participant, agree to release and on behalf of myself, my heirs, representatives, executors, administrators, and assigns, HEREBY DO RELEASE Monadnock Covenant Church, its officers, directors, employees, volunteers, agents, representatives and insurers ("Releasees") from any causes of action, claims, or demands of any nature whatsoever including, but in no way limited to, claims of negligence, which I, my heirs, representatives, executors, administrators and assigns may have, now or in the future, against Monadnock Covenant Church on account of personal injury, property damage, death or accident of any kind, arising out of or in any way related to the use of Monadnock Covenant Church facilities/equipment or participation in Monadnock Covenant Church programs or activities whether that participation is supervised or unsupervised, however the injury or damage occurs, including, but not limited to the negligence of Releasees.

In consideration of my participation in any activity related in any way to Monadnock Covenant Church, I, the participant, agree to INDEMNIFY AND HOLD HARMLESS Releasees from any and all causes of action, claims, demands, losses, or costs of any nature whatsoever arising out of or in any way related to my participation in Monadnock Covenant Church programs or activities.

I hereby certify that I have full knowledge of the nature and extent of the risks inherent in participating in Monadnock Covenant Church programs or activities and that I am voluntarily assuming said risks. I understand that I will be solely responsible for any loss or damage, including personal injury, property damage, or death, I sustain while participating in Monadnock Covenant Church programs or activities or accessing Monadnock Covenant Church property and that by agreeing to this agreement I HEREBY RELEASE Releasees from all liability for such loss, damage, or death. I further certify that I am in good health and that I have no conditions or impairments which would preclude my safe participation in Monadnock Covenant Church programs or activities.