

Covid-19 Protocols

as of May 2021

As a community of believers at First Baptist Church Kelowna we join others in our province of British Columbia in the desire to protect each other from COVID-19, while becoming stronger as a community of believers. We want to encourage all of you to reach out to each other and care for each other, practicing physical distancing.

While we encourage the restart of some face-to-face meetings, meeting in small groups, and caring for each other and the community around us, we also understand that you may not be comfortable with this yet, and that is okay. If you do not feel ready to engage in face-to-face meeting, please continue to stay home, and we will continue to reach out via virtual connections.

For the protection of one another, the pastors, staff, and all our families, while on the Church Property, here are some practices that will take place during the next phase of COVID-19.

**Do not enter the Church Building if…**

* you are exhibiting any symptoms of COVID-19 including fever, chills, cough, shortness of breath, sore throat, and painful swallowing.
* you or a family member are under the direction of the provincial health officer to self isolate.
* you have arrived from outside of Canada or have been in contact with a confirmed case of COVID-19 within the last 14 days. Please self-isolate and monitor for symptoms for 14 days

If any symptoms occur while you were on site (the ministry of health has said that you could spread the virus 2 to 3 days before symptoms start), so please report the date of infection to April Unger in the Office (250-861-5425) or Jack Brazeau -Chair of property (250-215-9315) who will immediately enact proper cleaning protocols, ensuring that the building is safe for all.

Please also let April know which room or rooms you were in so we can have janitorial clean thoroughly before room can be re used.

**Entering and Exiting the Building:**

* When entering the building, wash or disinfect your hands at the station set up in the foyer off of the parking lot.
* Wash your hands frequently with soap and warm water as per the Ministry of Health British Columbia.
* Sign-in on the form provided at the hand sanitizing station.
* Wear a mask. If you don’t have one, one can be provided for you.
* Face shields are allowable if you're exempt from wearing a mask for medical reasons.

**While Inside:**

* Maximum people in the church building at any given time, for general daily purposes, will be 20.
* To maintain safe physical distancing of 2 meters, please only use the large, common spaces (Sanctuary, Atrium and Gym) for meeting and gatherings.
* All meetings will be booked through the church office.
* No food or drink should be served unless safety protocols have been gone over and approved. When confirming the participants please remind them to bring their own water.
* Give clear direction of entrance and exit plans.
* Try to keep event length to reasonable period of time.

**Kitchen:**

* Closed for meal prep and cooking at this time.

**Café:**

Follow the following procedures once beverages are permitted to be served.

* Paper cups will be used to serve coffee, unless it is your personal cup.
* Cream will be kept in the fridge and served as needed. Any creamers left on counter will not be returned to fridge but will be thrown away.
* Minimum supply of sugar will be left out each day and not returned into storage.
* All surfaces of Cafe will be wiped after each use.
* No food will be allowed in the building. (Exception staff lunches)

**Washrooms:**

* Entrance doors to washrooms will be kept open, to minimize contact. (Other than the front entrance bathrooms by office.
* Maximum 2 people at one time.

**Common Meeting Spaces:**

* Room must be booked before use thru the church office
* Room MAX Numbers 1 person per 53.8 sq.ft.
* Sanctuary: 50 people
* Gym: 47 people4
* Atrium: 11 people
* Café: 7 people
* Foyer: 20 people
* Disinfect all door handles and surfaces close to the seating.
* Set room up for sitting so distancing of 2 meters can be maintained.
* When finished using room please let office know and janitors will mark when cleaned.
* Sanctuary: enter from front foyer and exit by foyer side door.
* Face shields are allowable if you're exempt from wearing a mask for medical reason.

**Staff:**

* Staff offices are their individual safe zones. Please don't enter the offices unless you have permission.
* Each staff person is responsible for sanitizing their office space as needed, but janitorial will do their regular cleaning as per contract
* Staff will maintain safe distancing when meeting in any private offices and wear a mask.
* Staff should work from home if they feel at all unwell or are exhibiting signs of illness.
* Masks are mandatory inside at all times with the exception of staff when they are in their office.
* Face shields are allowable if you're exempt from wearing a mask for medical reasons.