

# Trinity Children and Family Ministry Safe Re-Opening Plan 2021

It is my pleasure to be able to present a comprehensive plan to ministry team members, parents, and children of Trinity Baptist Church about our re-launch of in-person services, interactions, and programming for children from Nursery to Grade 6.

I thank you for your patience as this plan has been in development for us to be able to re-open this Fall. Careful thought, prayer and preparation has gone in to organizing the structure, protocols, and programs available to make sure we are doing everything we can to mitigate risk to children and their families and to ensure we are offering a ministry program that meets the spiritual, developmental, and social needs children have. I hope this plan for re-opening answers many of your questions and shares with you my intention to keep you and your family as safe as possible. Participation and cooperation with this re-launch plan is vital to its success and the ongoing health and safety of our programs in Children and Family Ministry.

I am excited to be able to offer in-person children's ministry programming this Fall with the help and support of the amazing individuals that make up our CFM Team and we are all looking forward to what God has in store as we take on the challenges and experience the joy of ministry in this unique season.

If you have more questions after reading this plan, please do not hesitate to get in touch with me at [Ashley@tbcsherwoodpark.ca](mailto:Ashley@tbcsherwoodpark.ca).

Blessings to you all,

Pastor Ashley

## In-Person Programming for Children's Ministry

### General Safety:

- Hand sanitizer will be placed at our check-in stations and at the entrances to program areas for the use of ministry team members, parents doing pick-up/drop-offs and any visitors to the program. Hand sanitizer will be placed in locations where it is not easily accessed by children to protect against accidental ingestion. We will follow the manufacturer's instructions for each product.
- Signage will be posted at the entrances to all Trinity Tots and Trinity Kids spaces to remind persons not to enter if they have symptoms of Covid-19 and to stay home if they are sick with any illness.
- All activities for Trinity CFM in-person programming will not violate public health orders. Attention has been given to plan activities that are modified to allow for safe physical distancing where possible and to limit shared touch surfaces where possible.
- **For the time-being, we follow the guidelines set out by Elk Island Public Schools that require that all children in kindergarten and above and all ministry team members wear a**

**non-medical mask during in-person programming. Trinity Baptist Church will supply disposable masks if children or team members do not have one for personal use. I understand this may be a disappointment to some of you, but we feel it is the wisest choice to have this in place to protect the children and team members while allowing us to introduce important ministry interactions and activities back to kids such as their ability to participate in Large Group Activities (with some modifications), Small Groups, Wide Games, Family Events, Christmas Program Rehearsals etc.**

- To support public health contact tracing efforts in the event that an attendee tests positive, our programs will continue to take attendance through Planning Center Check-Ins for both ministry team members and attending children.
- Children should come dressed and ready for programming activities as much as possible. CFM programming will occasionally do activities outside when weather conditions are favorable for outdoor play as outdoor play poses lower risk for transmission of communicable illnesses.

#### Ministry Team Members:

-Before every ministry morning, CFM ministry team members will assess themselves for symptoms of Covid-19 according to the AHS screening checklist.

**- Ministry team members will be asked to wear non-medical masks during the program time spent with children. We feel it is the wisest choice to have this in place to protect the children and team members while allowing us to introduce important ministry interactions and activities back to kids such as their ability to participate in large group activities (with some modifications), small groups, wide games, family events, Christmas program rehearsals and performances etc.**

-Trinity CFM will ensure that all ministry team members are trained on our CFM Safe Re-Opening Plan regarding hand hygiene, respiratory etiquette, cleaning and disinfecting and any other updates policies and procedures related to preventing transmission of COVID-19.

-All CFM team members will have access to hand sanitizer and handwashing as well as PPE such as disposable non-medical masks and gloves.

-Designated space for the storage of personal belongings during their time with in-person programming.

-All team members will be expected to follow all existing occupational health and safety requirements and all guidelines for protecting the safety and wellness of children in our care as per our Trinity CFM Child Safety Handbook.

### Screening and Response Plan:

- Parents are requested to do a verbal health screening with their children before attending in-person children's ministry at Trinity. Visible signage will also be present at our check-in station to remind parents of this requirement. to take children's temperatures, but it will be most efficient for parents to do this step prior to coming to the program.
- Copies of Alberta's daily health checklist will be provided to parents in our Trinity Tots and Trinity Kids programming. Parents will be requested to use the form to verbally screen their children before coming to the program. We ask that Children who are sick please stay home.
- If a child develops symptoms during Trinity CFM programming, they will be removed to a separate area in the upstairs church foyer and their parent or guardian notified immediately to come and retrieve their child. To that end, parents for both Trinity Tots and Trinity Kids will be issued pagers when checking in their children for programming.
- All items used by the child during programming will be collected for disinfection as soon as the child has been picked up.

### **The current Alberta Guidelines for Testing and Isolation are:**

- *Parents can access Covid-19 testing for their child (with or without symptoms) by filling out the AHS online assessment tool and booking a test.*
- *A child that has a cough, fever, runny nose, shortness of breath or sore throat that is NOT related to pre-existing health condition or who tests positive for Covid-19 is legally required to isolate for 10 days from the start of their symptoms, or until the symptoms resolve, whichever takes longer.*
- If a child has a fever, cough, runny nose, shortness of breath or sore throat and is not tested for Covid-19, the child must isolate for 10 days from the symptom onset or until symptoms resolve, whichever is longer. NOTE: It is recommended that the parent seek testing for a child with symptoms of Covid-19.*
- If the child tested negative and has no known exposure to the virus they must stay home until their symptoms resolve.*

### **The government of Alberta website includes this statement:**

On September 27, Alberta will lift the legal requirement to isolate for 10 days following a positive COVID-19 test, but it will be strongly recommended. Staying home when sick is an important way to care for those around us by not passing on any illnesses.

If Trinity CFM programming is directly associated with a confirmed or probable case of Covid-19, we will adhere to requirements from Alberta Health Services. This may include temporary program closure to allow for contact tracing to occur.

### Check- in and Check-out procedures:

#### For Trinity Tots (12mos to 4 years old):

- To support physical distancing and separate cohorts CFM has developed a plan for Trinity Tots check-ins and check-outs that includes when possible:
  - One designated parent accompanying their child to the downstairs check-in station for Trinity Tots. We ask that all parents and guardians accompanying their child(ren) downstairs be mindful of maintaining physical distance in high traffic areas such as the stairs and stair wells as well as entrance to Trinity Tots. Because physical distance of 2meters is not always possible in these areas, we encourage parents wear a non-medical mask to accompany their child to Trinity Tots Preschool.
  - At the Trinity Tots check-in station parents and their child(ren) will be checked-in by a trained CFM team member.
  - Parents/guardians will be asked to affirm health screening of their child
  - Parents will be issued a pager in case they need to be recalled to attend to their child or retrieve them from the program.
  - Parents are free to take their child in to the entrance to Trinity Tots Preschool provided they are wearing a mask and maintain a 2-meter distance from other parents and children in the program. Parents are not encouraged to stay for longer than 15 minutes while dropping off their child for programming.
  - At the end of the service parents will be free to go in and retrieve their child(ren) provided they are wearing a non-medical mask and maintain a 2-meter distance from other parents and children.

#### For Trinity Kids (Kindergarten to Grace 6):

- To support physical distancing and separate cohorts CFM has developed a plan for check-ins and check-outs when possible that includes:
  - One designated parent or guardian can accompany their child(ren) to the check-in station in the upstairs foyer check-in desk where they will be checked in by a trained CFM team member.
  - Parents/guardians must affirm verbal health screening and will be asked the child (ren)s forehead temperature.
  - Parents will be issued a pager in case they need to be recalled to retrieve their child from the program.
  - Children will accompany their parents in the main sanctuary until children's ministry programming begins after the children's moment.
  - At the end of the service, one designated parent or guardian is welcome to come to the Fellowship Hall downstairs to retrieve their child(ren) and return their pager for sanitization.

#### For Trinity Edge (Grades 5/6):

- To support physical distancing and separate cohorts CFM has developed a plan for check-ins and check-outs when possible that includes:

- One designated Parental/guardian accompanying their child(ren) to a check-in station in the upstairs church foyer.
- Parents/guardians will be asked for their child(ren)'s forehead temperature
- Personal emergency contact information in the event that a parent or guardian must be contacted to retrieve a child(ren) from programming.
- At the end of programming, children will remain in their Fireside Room until a designated parent or guardian comes to retrieve them from their class.

#### Cohorts and Shared Space:

**There are currently no cohort size restrictions or caps on attendance in place.**

-Trinity CFM defines a cohort as a group of attendees and ministry team members assigned to them who stay together for the duration of their program time.

-Because many of our Trinity Kids and CFM Team Members operate in other cohorts for work or family/social reasons we will **follow the guidelines set out by Elk Island Public Schools that require that all children in kindergarten and above and all ministry team members (as well as visitors to the program) wear a non-medical mask during in-person programming. Trinity Baptist Church will supply disposable masks if children or team members do not have one for personal use.**

-The cohort for each area of ministry (Trinity Tots, Trinity Kids, and Trinity Edge) will operate separately as its own cohort and will remain separate abiding by all AHS regulations for equipment and room usage and disinfection between other groups using the same spaces including entrances/exits and washrooms.

- Structures and equipment that are used by more than one cohort will be disinfected or quarantined for a minimum of 48 hours between uses.

-A cleaning log will be kept in all CFM spaces where more than one cohort shares an indoor space, structures or equipment.

Trinity Kids Small group classes will use two separate spaces, one for lower elementary (kindergarten to grade 1) and an "open air" classroom space for upper elementary (grades 2-4). These spaces offer better ventilation and an opportunity to spread children and small group leaders out rather than being crowded in smaller classrooms.

#### Cleaning and Disinfecting:

- Trinity Baptist Church has developed a cleaning procedure for high traffic areas as well as common areas, shared spaces, public washrooms, and high touch surfaces
- Our procedures comply with AHS COVID-19 Public Health Recommendations for Environmental Cleaning of Public Facilities.
- CFM will make sure to clean high touch/shared surfaces such as:
  - Doorknobs, light switches, toilet handles, faucets and taps, elevator buttons, railings

- Phones, computers, remote controls, keyboards, desktops, Check-in station tablets, pagers and dispatch boards and soundboard
- Equipment handles, hand tools, game equipment and as many other shared touch surfaces as possible.
- CFM will ensure disposable towels and spray cleaners, or disposable wipes are available to all ministry team members as necessary to regularly clean commonly used surfaces.
- Regarding items that travel with the child from home:
  - Children bringing in non-essential personal items is discouraged.
  - If coat hooks, lockers or open cubbies are to be used to store personal items such as coats and boots during winter months, they will be assigned to individual children, or they must be cleaned and disinfected in between uses.
  - Equipment that is required for children's day-to-day use (ex. Mobility or feeding devices, weighted blankets, headphones) should be cleaned and disinfected at drop off and pick up and should not be used by anyone other than the child.

#### Hand Hygiene and Respiratory Etiquette:

- All CFM team members will promote and facilitate frequent and proper hand hygiene for all attendees. We will enable and instruct attendees to wash their hands often with soap and water for at least 20 seconds or to use hand sanitizer when handwashing is not possible.
- We have hand sanitizer stations in the spaces used by CFM in-person programming with hand sanitizer containing at least 60% alcohol. Hand sanitizer dispensers are kept out of reach of young children to prevent accidental ingestion.
- Routine handwashing will be required for children entering in-person programming and hand sanitation will be required between activities where there is a lot of hand touching of objects (such as craft supplies or playground equipment).
- CFM team members will encourage respiratory etiquette (coughing and sneezing into a bent elbow, promptly disposing of used tissues in a lined garbage bin).
- Posters and infographics that promote respiratory etiquette and proper hand hygiene are also displayed throughout our CFM spaces.

#### Food and Food Preparation:

- During CFM in-person programming, children will be given only individually wrapped snacks such as a fruit snack. Such snacks will be handed out by a designated CFM team member using tongs, and or wearing gloves and wearing a non-medical mask.
- All food contact surfaces, reusable food equipment, reusable food containers and utensils will be cleaned and sanitized in accordance with AHS requirements.
- Where possible children will practice physical distance while eating their snack and will be encouraged to dispose of the wrapper immediately after finishing the snack.

- We will practice handwashing or sanitation before and after ingestion of snacks.
- Children are encouraged to bring their own labeled water bottle from home that will be stored in their own designated spot for personal belongings.
- Children are not encouraged to bring food from home for in-person programming.
- Food and beverages will not be shared between households.

#### Large group Activities and Singing:

- Because COVID-19 can be transmitted through saliva or respiratory droplets while singing, dancing, and playing games that bring them in close proximity. These activities will be modified during large group time in our in-person programming.
- **We will have children (Kindergarten and above) wear masks during morning programming and keep children as spread out as possible during large group time.**
- Shared play centers in Trinity Tots will encourage children to gather in small groups of 4 individuals or less per shared play center at any one time. Shared Sensory Bin Activities will not be available in the classroom.