

First Presbyterian Church, Lee's Summit, MO Covid-19 Re-Opening Plan - Phases 1 (only)

Document Revision: 19MAY2020 -- Effective Date: 22MAY2020

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Purpose of this Document

To provide clarity and common understanding about recovery efforts for re-opening the First Presbyterian Church of Lee's Summit, Missouri (First Prez).

This document provides guidance on First Prez Phase 1 only (see page 2) in regard to activity details, tasks and responsibilities.

The current thinking in regard to any Covid-19 re-opening is to divide the task into four arbitrary phases (see graphic immediately below). The difference between Phases 1 to 3 are real but mostly a progression of the same re-opening process. Thus, focus on the phase number by itself is not overly important.



Phase 4 is a much different phase reflecting a return to “normal” operations.

This document will be revised by the Session over time until after Phase 4, “Steady State Operations”, whatever that may be, are in place. Phase 4 will likely keep protective measures in place but allow for the return of our vulnerable members.

Phase 1 (RESTRICTED) Operations - During this Phase 1, the following will be in place:

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| AREA/ACTIVITY | STATUS | RESONSIBILITY, TASKS & COMMENTS (as needed)¹ |
|---------------------------------|-----------------|--|
| STAFF LOCATION | Office & Remote | In accord with Jackson County, MO guidelines |
| BUILDING USE | Limited | |
| OFFICE | Closed | For public use except as noted herein |
| BUILDING VISITORS | Case by Case | |
| VISITOR LOG | Name/Date/Time | For individual visitors and group/event leader(s) - For contact tracing |
| TEMPERATURE SCREENING | No | Subject to further discussion. |
| BUILDING USE FOR ELECTIONS | Yes | 2JUN2020 only by Session 14MAY2020 |
| SANCTUARY WORSHIP SERVICE | No | |
| SANCTUARY USE | Limited | 25% or less capacity with social distancing |
| FELLOWSHIP HALL WORSHIP SERVICE | No | |
| FELLOWSHIP HALL USE | Limited | 25% or less capacity with social distancing |
| WORSHIP SERVICES | Online Only | |
| ROOM CAPACITY | Limited | 25% or less capacity with social distancing – Only designated areas |
| CHURCH VAN | Best Judgement | Applies to Staff only |
| PASTORAL CARE | Best Judgement | Applies to staff and volunteer care activities |
| CHOIR | Limited | Online or Sanctuary (as group) with social distancing |
| PRAISE BAND | Limited | Online or Fellowship Hall (as group) with social distancing |
| ADULT SUNDAY SCHOOL | Online Only | |
| YOUTH SUNDAY SCHOOL | Online Only | |
| CHILD CARE & NURSERY | Closed | |
| SMALL GROUPS | Limited | -25% or less capacity with social distancing -Limited to Sanctuary, Fellowship Hall or Large Downstairs Room -Premise exit sanitation required of all groups |
| OUTSIDE GROUPS | Case by Case | By exception only & with same restrictions as Small Groups |
| SPECIAL EVENTS – BY CHURCH | Case by Case | By exception only & with same restrictions as Small Groups |
| SHINING LIGHT | Yes | Allowed to have students and Teachers use previous rooms used for lessons. PPE requested. |
| SPECIAL EVENTS – BY OTHERS | Case by Case | By exception only & with same restrictions as Small Groups |
| EVENTS ON PROPERTY – BY CHURCH | Limited | By exception only & with social distancing |
| EVENTS ON PROPERTY – BY OTHERS | No | Subject to further discussion |
| BOY SCOUTS | No | Subject to further discussion |
| SOCIAL DISTANCING | Yes | In accord with Jackson County, MO, Phase 1 Recovery Plan |
| MASKS | Yes | Required in building when in contact with other people |
| GLOVES | No | Subject to further discussion |
| OTHER PERSONAL PROTECTVE EQUIP. | No | Subject to further discussion |
| BATHROOM – OFFICE AREA | Staff Only Use | |
| BATHROOM – SANCTUARY | Public Use | |
| BATHROOM - BASEMENT | Public Use | Only bathroom near elevator - Sunday School bathroom off limits |
| HYGIENE (HANDWASHING) | Yes | In accord with Jackson County, MO, Phase 1 Recovery Plan |
| ENHANCED SANITATION | Yes | Per Social Distancing Protocol. |
| VULNERABLE ² | Online Only | |
| SOCIAL DISTANCE PROTOCOL | Yes | In accord with Jackson County, MO, Phase 1 Recovery Plan |
| BUILDING SIGNS FOR STAFF | Yes | In accord with Jackson County, MO, Phase 1 Recovery Plan |
| BUILDING SIGNS FOR VISITORS | Yes | In accord with Jackson County, MO, Phase 1 Recovery Plan |
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See next page for footnotes and responsibility codes

¹ Jackson County, Missouri, Covid-19 Recover Plan, Current Version

² Vulnerable members: Over the age of 65 or immune-system compromised

³ **RESPONSIBILITY CODES:** **SESSION:** **BAT** - Building & Grounds Action Team / **COS** - Clerk of Session / **EAT** - Education Action Team / **FAT** – Fellowship Action Team / **F\$T** - Finance Action Team / **MAT** - Mission Action Team / **OAT** - Outreach Action Team / **PAT** - Personnel Action Team / **SAT** – Security Action Team / **WAT** – Worship Action Team ; **STAFF:** **CL** – Curt Likins / **DM** – Diane McKee / **JL** – Jacob Lowery / **MM** – Michael McCall / **NS** – Nursery Staff / **PB** – Praise Band / **SP** – Sharon Pyburn