

Chamblee First United Methodist Church

Campus Reopening

Guiding Principles

The Chamblee First United Methodist Church (UMC) Simplified Board Team, along with the Administrative Board, will inform the congregation, clergy, and staff in returning to campus during and after the COVID-19 pandemic. This process will be guided by the following principles.

Do no harm – We will be mindful and considerate of everyone, especially the most vulnerable among us and will do all we can to ensure that no one is impacted in a harmful way.

Do good – We will care for those in the Chamblee community and for each other in order to provide for and meet the needs of as many as possible.

Attend to the ordinances of God – We will be intentional about remaining in communion and communication with God through prayer, study, and worship.

Decisions around returning to campus have been and will be informed by information from the Centers for Disease Control (CDC), the Georgia Department of Public Health, the DeKalb Board of Health, and by direction from the North Georgia Conference of the United Methodist Church (UMC). Input from a congregation survey provided additional information used to guide the plan developed.

As we prepare to reopen, the Trustees, a Kindergarten representative, and the Director of Operations are coordinating all pre-opening and ongoing cleaning aspects of the building(s) with our HVAC contractor, our janitorial service provider, and our facilities maintenance staff.

Below are links to various other sources of information used to inform the plan for reopening.

<https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html>

<https://www.cdc.gov/coronavirus/2019-ncov/community/cleaning-disinfecting-decision-tool.html>

<https://www.cdc.gov/coronavirus/2019-ncov/php/building-water-system.html>

[https://www.cdc.gov/coronavirus/2019-ncov/community/faith-based.html?](https://www.cdc.gov/coronavirus/2019-ncov/community/faith-based.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fphp%2Ffaith-based.html)

[CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fphp%2Ffaith-based.html](https://www.cdc.gov/coronavirus/2019-ncov/community/faith-based.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fphp%2Ffaith-based.html)

<https://www.ngumc.org/covid-19-response-resources>

<https://www.ngumc.org/relaunch-resource-hub>

<https://www.resourceumc.org/en/content/10-thoughts-on-leading-through-the-covid-19-crisis>

<http://northga-email.brtaapp.com/files/fileslibrary/connectionalministries/ga+dpH+churches.jpg>

<https://docs.google.com/file/d/18YcV5KS1Yt1QCy6nuF-PE-28CXO-3yHD/edit?filetype=msword>

Overview

The year 2020 has been very different and challenging in many ways because of COVID-19. We look forward to gathering together on campus for worship, activities, and events, but the health and well-being of the clergy, staff, Kindergarten, congregation, and visitors is of primary importance. It is important to understand that the COVID-19 virus has made it necessary for our plans to return to campus to remain fluid.

Three phases for returning to campus have been identified and detailed below. Our desire is to be able to advance from one phase to another without any issues. However, due to the nature of the current situation, it might be necessary for us to move back to a previous phase of the plan. Decisions around moving from one phase to another (whether forward or backwards) will be based on health information gathered from the DeKalb Board of Health (<https://www.dekalbhealth.net/covid-19dekalb/>) and the Georgia Department of Public Health (<https://dph.georgia.gov/covid-19-daily-status-report>).

Communication to the congregation will be coordinated between the Simplified Board Team and the clergy. Communication about the return to campus phases will be posted on the church website and will also be distribution by email, text, U.S. mail, and word of mouth.

For all phases of reopening, anyone who has tested positive, is demonstrating symptoms, or has been tested and is awaiting results should stay home. People infected with the virus demonstrate different symptoms. Prior to coming to campus, everyone will be asked to perform a self-assessment the includes the following questions.

1. Do you have a fever over 100.4° before taking a fever-reducing medication?
2. Do you have a cough?
3. Are you experiencing shortness of breath or difficulty breathing?
4. Do you have muscle or body aches?
5. Do you have a new or unusual headache?
6. Have you lost your sense of smell or taste?
7. Do you have a sore throat?
8. Do you have congestion or a runny nose?
9. Are you experiencing new or different gastrointestinal symptoms, such as nausea, vomiting, diarrhea, or loss of appetite?

Phase I – Outdoor space

This phase of reopening is in place as of 8/1/2020. This phase will remain in place as long as there is a substantial (100 or more reported cases per 100,000 over a 14-day consecutive period) spread of the COVID-19 virus within DeKalb County.

Campus outdoor spaces shall include the following.

- Kindergarten portico
- Amphitheater
- Picnic tables

The following table provides additional information about the use of the spaces.

Requirements/Rules	Considerations	Other
<ul style="list-style-type: none">• Masks are required• Social distancing must be observed• Use of outdoor spaces is limited to 50 people if social distancing not possible	<ul style="list-style-type: none">• Reservation required• No access to tables and chairs belonging to the church• No access to restrooms• Elevator access limited to occupancy rule	<ul style="list-style-type: none">• User responsible for pick up and clean up of trash (trash cans not available at all spaces)

In all outdoor spaces, signage shall be posted including information on how to reserve the space.

A link shall be included on the church website for making a reservation for an outdoor space. The site shall include a campus map, a reservation calendar, an Outdoor Space Waiver Form, and additional contact information.

During this phase, the clergy and staff of the church shall continue to work remotely. Anyone coming in to the office shall be encouraged to complete a self-assessment, wear a mask, and practice social distancing.

Phase II – Limited Indoor space available for use

Consideration for this phase of reopening shall occur when the spread of the COVID-19 virus is considered moderate (75 - 99 reported cases per 100,000 over a 14-day consecutive period) spread of the COVID-19 virus within DeKalb County. With the implementation of Phase II, anyone entering the building(s) shall be required to sign in providing a name, phone number, and date and time of entrance and exit. The purpose of collecting the names of people entering the building(s) shall be to use in contract tracing if necessary.

- Anyone who attends a group meeting and then tests positive for the virus shall be asked to notify the point of contact for the group. The point of contact for a group shall be responsible for notifying the church Director of Operations and any others who attended the same meeting as the person testing positive.
- Anyone who enters a building(s) during the week and then tests positive for the virus shall be asked to notify the church Director of Operations as soon as possible. The Director of Operations shall notify any others who were in the building on the same day(s).
- Anyone who attends a church service and then tests positive for the virus shall be asked to notify the church Director of Operations as soon as possible. The Director of Operations shall notify the entire congregation.

Any and all Information about who tested positive will remain private.

The information provided here is for the use of indoor space by members and friends of the congregation. The rental of space by outside parties shall continue to be managed by the Director of Operations.

The capacity for several indoor spaces has been calculated based on room square footage and an allowance for social distancing (6 feet). The maximum capacity* for these indoor spaces shall be limited to the number of people listed below. NOTE: These numbers represent the number of people in the room with no allowance for movement.

- Sanctuary (75)
- Fellowship Hall (72)
- Fellowship Hall Stage (4)
- Serving Kitchen (15)
- Youth Space (42)
- Youth Space Stage (6)
- Room 200 (12)
- Room 204 (15)
- Room 205 (9)
- Hospitality Room (12)
- Bridal Suite (8)
- Choir Room (30)
- Atrium (32)
- Gym (20)

*Room capacity will not exceed the limit on the gathering size issued by the Public Health State of Emergency issued by the Governor of the State of Governor.

The following table provides additional information about the use of the indoor spaces.

Requirements/Rules	Considerations	Other
<ul style="list-style-type: none"> • Masks are required • Social distancing must be observed • Indoor spaces are limited to the number of people indicated in parenthesis above 	<ul style="list-style-type: none"> • Reservation required • Entrances and exists clearly identified • Restrooms available, but limited to occupancy rule • Elevator access limited to occupancy rule 	<ul style="list-style-type: none"> • No singing indoors

All indoor spaces available during this phase shall be marked in a way that clearly shows the space required to maintain social distancing. A link shall be included on the church website for making a reservation for these indoor spaces. The site shall include a campus map, a reservation calendar, and additional contact information.

Signage shall be posted stating that masks are required and to encourage social distancing. In addition, signage shall be posted at building entry points advising those entering of the potential risk of contracting COVID-19.

Hand sanitizer stations shall be found throughout the building(s) and masks shall be available at the main entrance(s) of the building(s). Anyone in the building(s) without a mask shall be asked to put on a mask or to leave the building.

Any request for use of the indoor space shall require a description of the activities planned while in the space. Indoor spaces shall be cleaned and sanitized appropriately between use. Outdoor spaces shall be available with no reservation required.

During this phase, the clergy and staff of the church shall be encouraged to continue to work remotely. Anyone coming in to the office shall be encouraged to complete a self-assessment, wear a mask, and practice social distancing.

Outstanding concerns and/or considerations for Phase II:

- In the sanctuary, there is not enough space in sound booth to separate sound and video person. Consideration being given as to whether the projection can be done from the other booth - issue is the location of the HDMI switch box.
- Scouts require the buddy system in the restrooms.

Phase III – Modified Operations

Consideration for this phase of reopening shall occur when the spread of the COVID-19 virus is considered moderate (less than 75 reported cases per 100,000 over a 14-day consecutive period) spread of the COVID-19 virus within DeKalb County.

When modified operations return, the wearing of masks shall continue to be encouraged. Hand sanitizer stations shall be found throughout the building(s) and masks shall continue to be available at the main entrance(s) of the building(s). Indoor spaces shall be cleaned appropriately between use.

Signage shall be posted stating that masks and social distancing are strongly encouraged. In addition, signage shall be posted at building entry points advising those entering of the potential risk of contracting COVID-19.

During this phase, the clergy and staff of the church shall return to modified operations on campus. Anyone coming to the campus shall be encouraged to complete a self-assessment, wear a mask, and practice social distancing.

For all phases of reopening, anyone who has tested positive, is demonstrating symptoms, or has been tested and is awaiting results, STAY HOME!

Phase I	Phase II	Phase III
Substantial Spread within the Community	Moderate Spread within the Community	Low Spread within the Community
100 or more reported cases per 100,000 over a 14-day consecutive period for DeKalb County	75 - 99 reported cases per 100,000 over a 14-day consecutive period for DeKalb County	Less than 75 reported cases per 100,000 over a 14-day consecutive period for DeKalb County
Subject to change as the situation changes	We expect that there will be some back and forth between the phases as numbers change	We expect that there will be some back and forth between the phases as numbers change
Virtual Worship No indoor spaces available Limited outside spaces available – reservations required	Limited In-person worship Limited indoor space available - reservations required Outdoor spaces available – no reservation required	In-person worship Indoor spaces available -reservations required Outdoor spaces available – no reservation required
MASKS REQUIRED Social Distancing Required Outdoor Space Wavier Form REQUIRED 50 person limit if social distancing not possible NO access to restrooms Access to elevator limited by occupancy rules NO access to tables and chairs belonging to church <u>Clean up and trash bags and taking out the trash</u> are the responsibility of the group using the outdoor space	MASKS REQUIRED Social Distancing Required Capacity determined by space being used Adherence to entrance and exit flows (based on the space) Access to restrooms limited by occupancy rules Access to elevators limited by occupancy rules NO singing indoors	Masks Strongly Encouraged Social Distancing Strongly Encouraged
Effective date 8/1/2020		