

COVID-19 Preparedness Plan

Introduction

Redeemer Lutheran Church and Redeemer Christian Academy are committed to providing a safe and healthy church, school, and workplace for our worshipers, students and staff. To that end this COVID-19 Preparedness Plan (Plan) has been developed in response to the COVID-19 pandemic.

The goal of this Plan is to mitigate the potential for transmission of COVID-19 within the Redeemer church, school, and administrative / common areas. Accomplishment of this goal requires the full cooperation of everyone. We need to protect each other as we are all one minor mistake away from COVID-19.

Administration

This policy shall be administered by the church Office Manager with the full support of the Mission and Ministries Leadership Group.

References and Organization

This Plan was developed in accordance with guidelines provided by:

- Centers for Disease Control and Prevention
(CDC) <https://www.cdc.gov/coronavirus/2019-ncov/index.html>
- Minnesota Department of Health (MDH)
<https://www.health.state.mn.us/diseases/coronavirus/index.html>
- Church Mutual, <https://coronavirus.churchmutual.com/resources/>
- Minnesota South District <http://www.mnsdistrict.org/covid19>

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The Plan provides:

- general guidelines which are applicable throughout the Redeemer facilities
- worship guidelines applicable for church services
- school guidelines
- guidelines for the staff of the church and school

General Guidelines

- From the CDC's "How to Protect Yourself and Others", "the best way to prevent illness is to avoid being exposed to this virus." Accordingly, all unnecessary gatherings shall be avoided.
- Practice good hand hygiene. Wash your hands with soap and water for 20 seconds. If that is not possible, use a hand sanitizer that contains at least 60% alcohol.
- Avoid touching your eyes, nose and mouth.
- Avoid close contact. Put 6 feet of distance between yourself and people who don't live in your household.
- Cover your mouth and nose with a mask when around others (unless under the age of 2, medically unable or exempted by the school policy).
- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.
- Clean AND disinfect frequently touched surfaces daily.
- Stay home if you are not feeling well.
- Avoid sharing objects and equipment.

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Worship Guidelines

Service Attendees

- Worship will be limited to 100 people plus staff (50% capacity in the Sanctuary).
- Attendees are encouraged to sign up via Sign-Up Genius on our website, emailing khanson@redeemerwayzata.org, or by calling the church office at 952-473-1281.
- Anyone attending must be free from any symptoms of COVID-19 including fever, chills, cough, shortness of breath, fatigue, muscle aches, headache, loss of taste, loss of smell, sore throat, runny nose, nausea, vomiting, and diarrhea.
- Anyone attending must not have been exposed to anyone that has either been diagnosed with COVID-19 or has symptoms of COVID-19 as listed above.
- Anyone who has been infected must not attend in-person worship for 14 days after the onset of symptoms and must be symptom free for at least 72 hours.
- Those who are in high risk categories are strongly urged to stay home and continue to attend services virtually, including those who are 65 years of age and older and/or have risk factors such as lung disease, asthma, serious heart conditions, or are immunocompromised such as receiving cancer treatments, smokers, severe obesity, diabetes, chronic kidney disease, liver disease, or on medications that may weaken the immune system.
- A greeter will be stationed by the entrances, exits, and restroom to help with maintaining social distancing and helping with questions or concerns.
- Wash hands before attending
- Hand sanitizer, Kleenex, and paper towels will be stationed at every entrance
- Disposable masks will be available upon request for those who do not have one.

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- Maintain 6' distance from other worshippers. Families should sit together. Pews will be clearly marked to accomplish this.
- Bibles, hymnals, pencils, and attendance pads will be removed from the pews.
- Bulletins will be sent via email to print out at home for worshippers to bring with them. A limited number of bulletins will be available for those who do not have access to computers or printers. Bulletins must not be left behind after worship, please take them with you and recycle as appropriate.
- Touchless offering boxes will be placed at the two entrances of the Sanctuary.
- People will be dismissed by family and by row beginning from the rear of the church to maintain proper distancing.
- Services will be family-friendly, there will be no Sunday School, SHINE, or Nursery, and children should stay with their parents for the Children's Message.
- Signs will be posted at each entrance station encouraging the following protocols:
 - Hand washing, hand sanitizing, avoidance of touching face
 - Mask use
 - 6' distancing
 - Staying home when not feeling well, having been exposed, or being in a high-risk category

Communication Strategy

- Bulletin Announcements
- Updates as needed:
 - Website
 - MailChimp E-Happenings weekly/bi-weekly email blasts (Kris)
 - phone blast as needed (Pastor Steve).

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- Video for YouTube with Dan playing the part of a member returning to Church and Pastor narrating.
- Training Elders/Ushers how to respond on Sunday AM.

Facility Cleaning

- Before reopening the building, custodians will deep clean entire building, flush areas of water not used – (sinks, toilets, etc) and inspect building for non-use issues.
- Cleaner/disinfectant that is safe, efficient, inexpensive, EPA approved, cleans and sanitizes, no strong odor, easy enough for others besides custodians to grab and use. Availability throughout building. (Envirox – H₂Oorange₂) pwfsolutions.com
- Training Videos shown to Jim, Sally, Teachers
- Order and install touchless soap dispensers, hand sanitizer dispensers, paper towel dispensers. (Cintas) Backordered – slow process.
- Cancel Organics pick-up, reschedule Waste Management to once monthly rather than weekly. Trash removal ordered weekly after school begins.
- Dan O – will clean music equipment.

Sharing the Gospel

- Prerecorded Worship services
 - Record on Fridays – Pastor, Dan
 - Burn DVDs of prerecorded service and mail for those without internet Kris
 - Website - Kris
 - Nextdoor app - Kris
 - Facebook – new account - Kris
 - Phone calls to homebound – (Tammy, Elders, Pastor, Dan, Kris)
 - Live services July 12 and forward

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School Guidelines

Guidelines for the school are found in "REDEEMER CHRISTIAN ACADEMY RETURN TO LEARN PLAN, Special Instructions Due to COVID-19."

<file:///C:/Users/khanson/Downloads/RCA+Return+to+Learn+COVID+Response+Plan+FINAL.pdf>

They are also available from the School Administrator.

Staff Guidelines

- Set an example for worshipers, students and parents by following the General Guidelines.
- When practical, work from home.
- Communicate the requirements of the General Guidelines to visitors and delivery people.
- In the event of exposure to COVID-19 within the church or school,
 - Have the infected person leave the premises as soon as possible by the most direct path.
 - Notify all staff members.
 - Notify the MDH.
 - Disinfect all areas where the infected person traveled in the church and/or school.
- If a staff member has any of the following symptoms and has not been exposed to anyone that is positive for Coronavirus should stay home until they are symptom free for 24 hours without the use of fever reducing medications for the following symptoms:

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1 of the following:

- Fever of 100.4 or greater
- New uncontrolled cough
- Shortness of breath
- Gastrointestinal symptoms of nausea, vomiting or diarrhea

2+ of the following

- A new sore throat
- New muscle aches
- New loss of smell/taste
- Congestion/runny nose

- If a staff has any of the above symptoms and has been exposed to someone with coronavirus (within 6 feet of an infected individual for >15 minutes), should isolate themselves. If they have a negative COVID test, they may return to Redeemer when they are symptom free for 24 hours without the use of fever reducing medications.
- Staff who test positive for COVID may return to Redeemer when
 - 10 days since symptoms first appeared **and**
 - At least 24 hours with no fever without fever-reducing medication **and**
 - Symptoms have improved

Approved:

Signature _____

Title _____

Date _____