

Procedures for Church Building & Grounds Use During COVID-19 Pandemic

prepared by the Westside UU Church Safe Congregation Committee
(last updated 11/10/2021)

These procedures were created by the Safe Congregation Committee and approved by the Board of Directors of Westside Unitarian Universalist Church (WUUC) in Fort Worth, Texas on 9/14/2021. Our goal is to maximize the spiritual and physical health of our congregation, recognizing that individual members may have an elevated risk for COVID-19 as well as social isolation.

Gathering Risk Levels

These guidelines will be in effect as long as Tarrant County is classified as “high risk” or above by the New York Times Coronavirus Tracker (<https://www.nytimes.com/interactive/2021/us/tarrant-texas-covid-cases.html>).

Risk Level	Gathering Opportunities
Extremely High Risk	No in-person gatherings - online only
Very High Risk	Indoor and outdoor gatherings with restrictions and protocols outlined in this document
High Risk	Indoor and outdoor gatherings with restrictions and protocols outlined in this document
Moderate Risk	Indoor and outdoor gatherings with enhanced safety protocols
Low Risk	No gathering restrictions as Tarrant County vaccination level is 55%+

Procedures to Follow

The Board of Directors has discretion to approve or deny exceptions to these procedures on a case-by-case basis:

1. Gatherings on church property will be approved by the Board of Directors or their designee

The initial request for using church grounds or building must be submitted to the Board of Directors via completion of the [request form online](#). The Board of Directors or designee will respond to the request within 48 hours of submission.

2. All attendees will pass a health screening before entry to the gathering

Upon entry to the gathering, each attendee (with assistance if needed) will complete a health screening to ensure the safety of all individuals present.

Are you having any of these signs or symptoms? Please check the ones that are new or in excess of symptoms you normally experience:

- Fever of 100°F or more
- Chills
- New cough more than normal cough
- Shortness of breath or problems breathing
- Tiredness
- Muscle or body aches
- Headache
- New loss of smell or taste
- Sore throat
- Nausea or vomiting
- Diarrhea
- New congestion or runny nose
- None

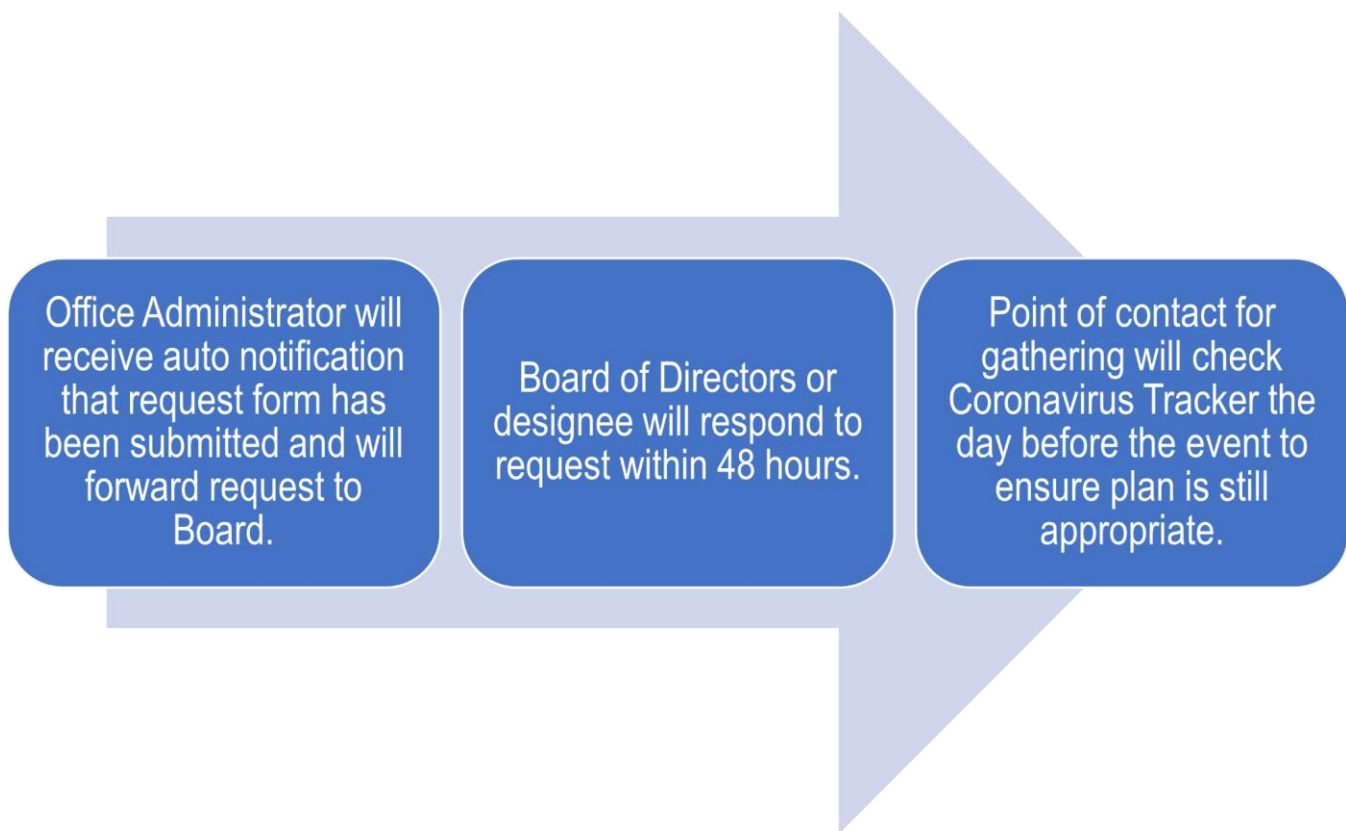
In the last 10 days, have you been within six feet of a confirmed COVID-positive person for more than 15 minutes when either of you were not wearing a mask?

- Yes
- No

If an attendee does not pass the health screening, the person conducting the health screening will instruct the individual that they cannot enter the building and attend the gathering.

3. Gathering Leader will ensure that plan is appropriate for current risk level

Using the above Gathering Opportunities chart above, the gathering leader will ensure that plan is appropriate for current risk level, including checking the risk level again the day before the gathering is to occur. If the risk level has increased, the plan will change accordingly or postpone the event if needed.



Safety Measures

The C.D.C recommends that even vaccinated people should wear a mask in all public indoor places in Tarrant County. This helps protect people who may be particularly vulnerable to the virus and also to prevent spread.

- Well-fitted masks will be worn indoors and outdoors at all times, unless under the age of 2 years.
- Well-fitted masks cover the nose and mouth and fit snugly under the chin, over the bridge of the nose and against the sides of the face so that it does not need to be touched or adjusted while in use.
- Extra masks will be made available if requested of the Sexton a minimum of 2 days prior to gathering.
- Indoor events should use the largest space available.
- The HVAC system will be run continuously (fan is set to ON) during gatherings for better air circulation. Restroom lights must remain on for continuous fan operation.
- Social distancing will be observed between individuals that are not from the same household. Household members are encouraged to sit together.
- Food and drink will not be allowed indoors. If beverages are provided outdoors, individuals will lower their mask to drink.
- When using the restroom, attendees will remain masked. A maximum of two individuals or households will be allowed in the restroom at one time.

- No wind instruments shall be played indoors or outdoors.
- The gathering leader or designee will disinfect high touch hard surfaces after the gathering by following a checklist in the Clean Up Kit provided by the Sexton.
- The Sexton will disinfect high touch hard surfaces twice a week in addition to the regular cleaning of the facility.
- Masking, hand-washing, and social distancing signage will be posted throughout the building.

Weather Safety

All outdoor activities are subject to cancellation due to the weather. Outdoor events will be cancelled if the heat index is 100°F or above, the wind chill factor is 40°F or below, or severe weather is predicted during the time of the gathering.

Singing Guidance

1. No indoor singing at this time.
2. For outdoor singing (where outdoor gatherings have been deemed safe), all singers must wear well-fitted masks and stay at least 10 feet apart.

When An Attendee Tests Positive Within 48 Hours of Gathering

*If you feel sick, you should **stay home and get tested**. After close contact with someone who has Covid-19, you should be tested 3 to 5 days after exposure.*

- Attendees will notify the church administrator if they test positive for COVID-19 within 48 hours of a gathering at the church.
- The leader of the gathering will contact all attendees and inform them that an attendee tested positive.
- The leader of the gathering will encourage the attendees to discuss possible exposure with their healthcare provider to decide if a test is warranted as well as to watch for symptoms.