

Operating Guidelines for Users from West Vancouver United Church - abridged

1. No one with any symptom of any communicable illness, anything from the common cold to the flu, or if anyone else in their household is unwell, should enter the facilities.
2. Physical distancing must be maintained between people who are not from the same household at all times.
3. Stay within the limit of the number of participants as identified for your group.
4. Remind all persons attending your group or function to sign in using the “Attendance Log.”
5. Facility users may choose to wear non-medical masks, however, it is not required if physical distancing (currently 2 metres) is maintained at all times.
6. If physical distancing (currently 2 metres) cannot be maintained, non-medical masks should be worn by users.
7. Individuals not from the same household should be reminded to maintain physical distancing when entering and exiting the building and returning to vehicles.
8. Users should follow physical distancing markings throughout the facility.
9. Users should note that certain doors have been designated as “Entry Only” and “Exit Only” and should follow one way passages as marked.
10. Exercise particular care at the “pinch points” (narrow passages) for your and other’s safety. Users will need to kindly negotiate who waits a moment while others pass through.
11. Users should clean their hands on entry and exit, and frequently while in the facility using soap and water or approved hand sanitizer.
12. Users should clean and disinfect high-touch/shared surfaces in their areas such as: doorknobs, light switches, counters, table tops, chair arms throughout their event/meeting as appropriate, and as they prepare to leave their space using the cleaning supplies provided, and record in the cleaning log.
13. Tools/implements/equipment such as pens, pencils, crayons, markers, books, glue, scissors etc. should not be passed person to person or used by multiple persons.
14. Chairs and tables should be arranged to ensure social distancing.
15. Food and beverages should not be served.
16. To enable management of cases through contact tracing and follow-up, each user group should keep a log of all participants who were present for each gathering.
17. Group “leaders” should help all participants to be familiar with these guidelines.
18. Programs will be suspended if they cannot adhere to guidelines.
19. Be kind. Be calm. Be safe. Be generous. Assume the best about each other