

## CHRIST CHURCH TACOMA

### FINAL REVISED REOPEN PLAN JUNE 13, 2021 – In effect through week of August 12 Corrected according to Chancellor's Comments (Clean Copy) 6/13/21

*A copy of this plan will be available in all gathering spaces and the parish office, and posted indoors on a Trinity house window for outdoor visibility.*

#### **General Policy Statement – applies to all the following scenarios (pages 2-4)**

**COVID signage** is visible inside and outside all buildings and outdoor spaces.

**Tissue and plastic bag lined trashcans** are available throughout all locations.

**Where lines may form** markers on floor or ground will facilitate distancing.

**Masks, hand sanitizer, CHL forms** will be available for all indoor and outdoor activities.

1. All activities on campus will adhere to the current state and diocesan protocols, except where we elect to be more cautious for local, pastoral or theological reasons. Masking, physical distancing, handwashing or hand-sanitizing protocols as currently posted, and required **contact tracing/health attestation/liability waiver (CHL) form** which must be filled out and submitted on the day of the visit, filed in office for one year.

2. Vaccinations will not be required nor status checked. All are treated equally, all observe masking, physical distancing, handwashing or hand-sanitizing, CHL form.

3. All tenants will adhere to posted protocols.

Requests for space from 12-Step Groups will be revisited in the fall.

Our only current tenant, Multicare Offices, adheres to Multicare protocols.

4. Christ Church office will be staffed on Tuesdays and Thursdays by one employee. Program staff may enter as needed. Volunteers may be admitted one at a time to assist with needed business procedures (e.g. check signing). Masking, physical distancing, handwashing, CHL waiver form will be observed. Maximum occupancy 3. Even when alone, an unvaccinated person must wear a mask at all times.

5. Other than for Multicare staff and Christ Church Office functions, Wells Hall and Trinity House remain closed.

Exception 1: Scheduled visits to chapel and columbarium – all protocols posted and observed in those spaces.

Exception 2: Sexton and Secretary/Receptionist work

Exception 3: Contractors and repair persons.

Masking, physical distancing, handwashing or hand-sanitizing CHL form w observed.

6. The church building remains closed until August 15.

Exception: necessary activities such as musicians' practice, instrument maintenance, exploration and installation of live-streaming, sexton cleaning and security walk-throughs. Masking, physical distancing, handwashing or hand-sanitizing, CHL form observed.

This General Policy will be re-examined the week of August 12 and when:

- 1) vaccinations are available to all ages and all who still seek access to vaccines
- 2) the county and state have reached at least 80% of population fully-vaccinated
- 3) the state of the pandemic permits

## **Exposure Response and Recovery**

1. Priest-in-Charge and Parish Officers to be informed.
2. CHL forms from the event to be used for
  - a. informing all who were present; informing Health Department.
3. If exposure occurs indoors, high touch surfaces are sanitized, spaces closed and ventilated for 24 hours.
4. If exposure occurs outdoors, high touch surfaces are sanitized.

### **1. Courtyard Outdoor Cleanup and Gardening – beginning Saturday May 22**

*(Must be scheduled with Secretary/Receptionist and Sexton.)*

- Unlimited attendance as long as protocols can be observed.
- Set-up is responsibility of the group.
- There must be an identified point person responsible for protocols:
  - Masking, physical distancing, handwashing or hand-sanitizing, CHL waiver form.
  - Bathrooms available on request.

### **2. Courtyard Outdoor Saturday Morning Prayer – Saturday 9:30 a.m.**

*(Saturdays from June 19)*

- Small attendance expected; attendance may grow as long as protocols can be observed.
- Set-up is responsibility of the group.
- Book of Common Prayer and Bible for readings.
- Supplies may be kept in the chapel sacristy.
- There must be an identified point person responsible for protocols:
  - Masking, physical distancing, handwashing or hand-sanitizing, CHL waiver form.
  - Bathrooms available on request.
- No offering will be taken

### **3. Courtyard Outdoor Sunday Morning Prayer – 10:30 a.m.**

*(Sunday, June 20 – Sunday August 8)*

- Unlimited attendance as long as protocols can be observed.
- We anticipate 50 people can safely gather, assuming there will be households and bubbles that can sit together. This will not require reservations.
  - If reservations become necessary, we will institute them.
- Masking, physical distancing, handwashing or hand-sanitizing, CHL waiver form.
  - Bathrooms available on request.
- Simple Morning Prayer printed handout provided each week at sign-in table.
- Sexton will provide outside Wells Hall doors one truck of chairs.
- Sexton will set up outdoor sound system facing away from street and houses.
- Sexton to remain present to assist in any way with logistics, security.
- Sexton to break down set-up of Wells Hall chairs and sound system.
- There must be at least two identified hosts responsible for sign-in table
  - at K street steps and at covered area entered from alley parking
- Sign-in tables: CHL forms, pens, extra masks, hand sanitizer, service leaflet to be supplied by staff
- Short socializing time with protocols observed may follow the service, with people who stay encouraged to spread out beyond courtyard.
- Hosts remain responsible for protocols during service and until all have departed.
- No offering will be taken.

#### **4. Sunday Morning Prayer in Church – 10:30**

*(Sunday, August 15 – September 5: to allow us to refine our gathering, seating and dispersing process before adding set-up and protocols specific to the Eucharist.)*

- Ventilation running at all times.
- Limited attendance, registration required.
  - Registration system will allocate seating fairly week to week across the community to assure everyone has a chance to attend.
- Masking, physical distancing, handwashing or hand-sanitizing, CHL form.
- Bathrooms (unventilated) limited to one person, one same-sex bubble, or adult with child under 12 at a time. Outer doors to remain open between visits for ventilation. Accessible only through sanctuary via door into sacristy hallway
- Only liturgical ministers (all masked) admitted to preparation spaces, enter through sanctuary via door at altar platform
  - Small ensemble of singers
  - Co-directors of Music Ministries
  - Presider/Preacher
  - Deacon – Prayer Leader
  - Reader - one only
- Door from narthex into sacristy hallway to remain locked (in emergency can be opened from inside)
- Fire Safety:
 

Because the narthex door locks are at floor level and do not have emergency push-bars, all narthex doors must remain unlocked and monitored for the duration of the gathering and service. “NO ENTRY” signs posted on (unlocked) breezeway doors.
- Gathering:
  - Maintain spacing in courtyard (in inclement weather, under covered walkway)
  - Controlled entry through K Street doors as admitted.
    - Greeter attended stations in narthex for CHL form signing and worship handouts set up at appropriate distance.
  - All admitted must have mask or be willing to wear one as supplied.
  - No entry if unwilling to sign CHL form or wear mask.
  - All escorted to seats by greeters, remain in seats for the duration (except for bathroom need) and until released by greeter.
  - Greeters monitor adherence to protocol at all times.
  - Socializing possible only in courtyard with all protocols observed.
  - Offering baskets placed in areas convenient to attendees when entering and leaving.
    - Basket placed in locked sacristy, retrieved by office Tuesday. Counted, booked and deposited at the bank according to Christ Church procedures.

Livestreaming from the church to begin as soon as equipment acquired and set-up completed (in process).

*Resumption of Eucharist, see next page*

## **5. Eucharist in Church**

*(Sunday September 12 and following)*

All Morning Prayer in Church (#4 above) protocols will be observed.

The Bishop's protocols for Eucharist and Baptism in effect at the time will be observed.

Liturgical ministers will be limited at first to only those necessary. As we learn our practice and protocols permit, we will gradually add altar guild members, singers, musicians, readers and prayer leaders and altar servers.

The state of the pandemic and vaccinations may at this point allow a relaxation of some protocols or (God forbid) require a tightening. We will be guided as stated in the "General Policy Statement" at the beginning of this document.

After our in-person, in-Church practice is established, Eucharistic Visits may resume as needed and will be scheduled at the request of those wishing a visit. The Bishop's directives at the time will be observed and may include: Eucharistic Visitors must be fully vaccinated. Masks, handwashing or hand-sanitizing and distancing required of all in attendance.

Livestreaming from the church to begin as soon as equipment acquired and set-up completed (in process).

## **6. Wells Hall and other offices and Trinity House spaces**

Will reopen gradually when we have become comfortable with our protocols for worshipping in the Church. Protocols (if needed by then) will be developed prior to reopening these spaces.

## **7. Christ Church meetings off campus**

Scheduled Christ Church activities such as small committee, ministry team, interest group meetings that are publicized on website, calendar or in Weekly (s) may occur in home settings. Physical distancing must be possible, with universal masking, handwashing or hand-sanitizing, and CHL forms signed and returned to the church office for filing. Blank forms obtainable from Receptionist/Secretary Mary Smiley [mary@christchurchtacoma.org](mailto:mary@christchurchtacoma.org)