

Cleaning and Social Distancing Guidelines: PROJECT PLAN

Updates in green 10-14-2020

Communication:

- Leadership Team email attachment 10-20-2020
- Exec Summary attachment 10-21-2020
- Replace former version on Creekhelpp

Bottom Line

- As we reopen physical CedarCreek locations, we will follow the Ohio Department of Health Reopening recommendations.
Religious Services:
<https://coronavirus.ohio.gov/static/responsible/Religious-Services.pdf>
Consumer, Retail, Services and Entertainment:
<https://coronavirus.ohio.gov/static/responsible/Consumer-Retail-Services.pdf>
Child Care:
<https://coronavirus.ohio.gov/static/responsible/Sector-fact-sheet-8-Child-Care.pdf>
(We are also waiting for the School Reopening Guidelines.)
- The guidelines will give the campuses standards so that we reopen in a safe and consistent way, providing guests with a safe environment to congregate.
- All Staff and DreamTeam will be required to maintain cleaning, mask and social distancing guidelines when participating in CedarCreek experiences. Guests will be required to follow mask and social distancing guidelines.

Goals

- Consistency in cleaning and social distancing and mask guidelines all CedarCreek campuses will follow
- Guest confidence that CedarCreek is making all possible efforts to prevent the spread of COVID
- Limited opportunities for COVID to be spread as part of CedarCreek experiences

When

- July 11th when the DreamTeam is invited to return to our physical locations.
- Updates as needed

Where

- All Campuses

Promotion Strategy

- As DreamTeam and guests are invited back to the campuses we will communicate that cleaning and social distancing and mask guidelines will be implemented

Roles

- Senior Director of Facilities will equip Ministry Senior Directors with guidelines and strategies.
- Ministry Senior Directors will contextualize the guidelines to their ministry environments and equip Campus Directors.
- Campus Directors will contextualize the guidelines to their campuses and equip DreamTeam.
- All CedarCreek Staff will be responsible for leading the way in implementing, modeling and encouraging the guidelines.

Details

- **Cleaning/Disinfecting Guidelines.**
-SPECIFICS: <https://creekhelpp.com/ministry-services/cleaning-guidelines-for-coronavirus/>
-ODH recommends hourly cleaning.
-General building spaces (bathrooms, door handles, counters, screens, kiosks, and other flat surfaces) will be constantly cleaned by the Sparkle Team during and between weekend services. Auditorium chairs with arms will be cleaned between services. During the week, entire buildings will be cleaned using typical cleaning procedures in addition to Covid-19 disinfection.

-CedarCreek Kids and Students (bathrooms, carpet, toys, furniture and all touch surfaces) will be cleaned between services if they are using the rooms for multiple services. If a space will only be used for one service it will be cleaned during the week before the next time the room is used.

- **Social Distancing:**

- We are asking everyone to maintain social distance at CedarCreek services. And not have any physical contact
- Encouraged via signage throughout the buildings
- Lobby areas - cleared of tables and seats, however, **guests are welcome to gather in the lobbies before and after services as long as social distancing can be maintained. If areas become too crowded, Staff will need to ask people to disperse or exit the building.**
- Auditoriums - adjusted seating to support social distancing; depending on crowd size, campuses may want to dismiss by rows or sections
- Areas where lines will form (i.e. bathrooms, guest services, kid's check-in) - dots on the floor to prompt social distancing
- Families or those that came together do not need to distance.

- **Masks**

- As part of our weekend experiences, ALL Staff and DreamTeam are expected to wear a mask. We're setting the tone that we are unified in taking safety seriously and in communicating YOU MATTER to our guests, especially those who are high risk. Staff will be provided with one reusable mask. DreamTeam may bring their own mask, or we will have disposable ones available for them.
- Outside of weekend services, ALL Staff and DreamTeam are expected to wear a mask in public parts of the building and in meetings. Masks may be removed in personal offices or in cubicles where others are working more than 6 feet away. Masks should be worn in shared offices, when walking through the building, and when talking with someone within the building.
- If a campus is in a city/region with a mandatory mask wearing policy, Staff, DreamTeam and guests will be required to wear masks at the campus. They may bring their own, or we will have disposable masks available. If someone refuses to wear a mask, they may be asked to leave.
- Masks should cover the nose and the mouth.

- **Traffic Flow:**

- Avoid in and out traffic flow on the same door to any interior or exterior building doors by identifying separate in and out doors.
- Hallways that need to have multi directional flow can be divided with a centerline, like a road.
- Use stanchions or tape with directional arrows and/or signage to execute traffic flow properly.
- When exiting the auditorium, ushers **may** dismiss by rows

- **Beverage Stations (Pop & Coffee):**

- Stations will be closed until further notice. Put away all cups, lids and other supplies.

- **Drinking Fountains:**

- Turn off the water to the fountains and post signage.

- **Plexiglass/Passing Items to Guests:**

- Plexiglass barriers will be set up in the areas with face to face guest interactions. (i.e. Guest Services and New Family Check In)
- Sanitize hands before passing an item. Set the item down, and the guest picks up the item themselves.
- When an item is passed to a guest, it is theirs to keep (not to pass back)

- **Sanitizing stations:**

- Placed throughout buildings (PB - 12, ST - 10, WT - 10, OR - 8, FN - 8, WH - 8)

FAQ's

- Does CedarCreek have to follow ODH guidelines?

In order to serve our guests well, especially those in the high-risk category, we are planning to follow the ODH guidelines. The Ohio Department of Health has provided guidelines intended to protect people. While we, as a church, are not obligated to follow the guidelines, we want to do our part to care for our guests well, so we are opting to implement these guidelines, using the best information we have right now. We are also willing to make adjustments as better information becomes available

- What if there is uncertainty about how a particular Ohio Department of Health guideline should be contextualized at CedarCreek?
The Senior Director of Facilities will make a recommendation, and Exec Team will approve.
- Will we implement all of the safety measures we prepare?
It is easier to be prepared for the extreme and then cut back on safety measures than to be less prepared and rush to be prepared at the last minute. Each week, Exec will evaluate Ohio safety recommendations and determine whether plans for reopening need to be adjusted. Any adjustments will be communicated via typical communication pathways.
- In the auditorium will we have a “mask” section and a “no mask” section?
No. We will continue to stream services online for people who are very uncomfortable participating at our physical campuses. If people opt to attend in person, our current guidelines meet or exceed all ODH guidelines.
- Can I provide snacks at CedarCreek experiences?
Pre-packaged snacks and beverages can be provided at the Staff's discretion. A team serving for one hour inside our building probably doesn't need access to these items, while a team serving for multiple services or outside in the heat may need these items. When they are provided, hand sanitizer should be used before individuals select items.
CedarCreek will not reimburse for other communal food through Christmas.
- Will we be taking the temperature of Staff, the DreamTeam or guests?
We are asking all individuals to assess their own health before entering our buildings. As we learn about ODH guidelines for reopening schools, we will take those recommendations into consideration as we make plans for reopening CedarCreek Kids and Students.
- What if a DreamTeam member does not want to wear a mask?
Clearly and kindly remind them everyone wearing a mask demonstrates solidarity in showing our guests, especially those who are immune-compromised, that they matter. If someone is upset, remember that their frustration is often about this entire season, not just about CedarCreek. Show empathy, and demonstrate earnest joy at seeing them! Ultimately, if someone is serving on the DreamTeam, they will need to wear a mask. You can encourage them with, “If we find out that masks really do work, then we are making a big difference! If we find out that they aren't very effective, it's a small price to pay.”
- What if a local mandate calls for everyone to wear masks?
If a campus is situated in a community where a local mandate calls for people to wear masks, we will post signage requesting that people wear masks. Our DT near the doors will be updated with local guidelines (i.e. “all people are required to wear a mask”), and they will be equipped to greet people without masks, “Hello! Do you have a mask that you can put on? If not, we have one for you.” If needed, guests will be provided with a disposable mask. If they refuse to wear it, they may be asked to leave. If someone is upset, remember that their frustration is often about this entire season, not just about CedarCreek. Show empathy, and demonstrate earnest joy at seeing them! You can encourage them with, “If we find out that masks really do work, then we are making a big difference! If we find out that they aren't very effective, it's a small price to pay.”
- What if someone wants to hug, shake hands, etc.?
We are asking EVERYONE to honor social distancing guidelines. Kindly and clearly say something like, “We're just waving today – so good to see you!”

- What adjustments will we consider making based on the “level” assigned to our campus locations (see “Risk Level Guidelines” below)?
When a risk level changes, Exec will consider making these changes after consulting Senior Directors who oversee impacted ministries.

Level 1

- Masks recommended but optional
- Cleaning/Disinfecting procedures in place
- Full Capacity
- Kids and Students open
- Giving Kiosks open

Level 2

- Mandatory Masks wearing
- Social Distancing
- Cleaning/Disinfecting Procedures in place
- Limited capacity
- Kids and Students open
- Giving Kiosks open

Level 3

- Mandatory Masks wearing
- Social Distancing
- Cleaning/Disinfecting Procedures in place
- Limited capacity
- Kids and Students closed
- Giving Kiosks closed

Level 4

- Online campus only

Ohio COVID-19 Risk Level Guidelines for the Public

LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4
Public Emergency Active exposure and spread. Follow all current health orders.	Public Emergency Increased exposure and spread. Exercise high degree of caution. Follow all current health orders.	Public Emergency Very high exposure and spread. Limit activities as much as possible. Follow all current health orders.	Public Emergency Severe exposure and spread. Only leave home for supplies and services. Follow all current health orders.

LEVEL 1-4 REQUIRE COMPLIANCE WITH ALL HEALTH ORDERS

Over 60% of Ohioans are considered high-risk based on [CDC guidance](#). High-risk individuals* are at an increased risk of severe illness and should take every precaution to guard against contracting COVID-19, including following higher risk level guidance outlined below. Consult a doctor about your risk.

LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4
<ul style="list-style-type: none"> Conduct a daily health/symptom self-evaluation and stay at home if symptomatic.** Maintain social distancing of at least 6 feet from non-household members. Wear face coverings in public, especially when social distancing is difficult to maintain. Increase caution when interacting with others not practicing social distancing or wearing face covers. Avoid traveling to high-risk areas. Follow good hygiene standards, including: <ul style="list-style-type: none"> Wash hands frequently with soap and water for at least 20 seconds. Use hand sanitizer frequently. Avoid touching your face. Cover coughs or sneezes (e.g., into a tissue, or elbow). Symptom self-evaluation monitoring. 	<ul style="list-style-type: none"> Same guidelines as in Level 1. Avoid contact with anyone who is considered high-risk. High-risk individuals* should take extra care to follow precautions. Decrease in-person interactions outside household. Seek medical care as needed, but limit or avoid unnecessary visits to hospitals, nursing homes, and residential care facilities to see others as much as possible. 	<ul style="list-style-type: none"> Same guidelines as in Levels 1-2. Decrease in-person interactions with others. Consider necessary travel only. Limit attending gatherings of any number. 	<ul style="list-style-type: none"> Same guidelines as in Level 1-3. Stay at home/necessary travel only.

Households should assume that if one person is sick every person living there is as well and should take appropriate measures to control the spread, which should include self-quarantining and contacting a doctor.

Click here for public health orders and sector specific guidance

The public health orders in place serve as the baseline for what counties must do to combat this disease. If local officials determine it's necessary to implement additional safeguards, they can and should to benefit everyone.

**Per CDC, among adults the risk for severe illness from COVID-19 increases with age, with older adults at highest risk. People of any age with the following conditions are at increased risk of severe illness: chronic kidney disease; chronic obstructive pulmonary disease; weakened immune system from solid organ transplant; obesity (body mass index of 30 or higher); serious heart conditions such as heart failure, coronary artery disease, or cardiomyopathies; Sickle cell disease; and Type 2 diabetes mellitus. Children who are medically complex, who have neurologic, genetic, metabolic conditions, or who have congenital heart disease are at higher risk for severe illness from COVID-19 than other children. People who need to take extra precautions include racial and ethnic minority groups; people experiencing homelessness; women who are pregnant or breastfeeding; people with disabilities; and people with developmental and behavioral disorders. More information is available at <https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/index.html>.*

***Per CDC, symptoms include fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea. This list of symptoms can change as more is learned about COVID-19, and CDC updates this list on its website at <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>.*

7/1/2020



Ohio

Department of Health

Ohio

Development Services Agency

coronavirus.ohio.gov



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GOVERNOR OF OHIO

Ohio

Department
of Health

#IN THIS
TOGETHER
Ohio

#RESPONSIBLE
RESTART
Ohio

Responsible RestartOhio

Religious Services



During the COVID-19 pandemic, religious services have been exempted from any mandates because of First Amendment freedoms. However, many religious organizations stopped in-building services. Now that in-building services are resuming, here are some recommendations to help keep congregants safe.

Recommended Best Practices

- Indoor activity is inherently more dangerous than outdoor activities because of the recirculating of the air inside. The more outside air incorporated, the better.
- Suggest congregants sit with their families and have each family sitting at least six feet from other people is essential. Per the Director's Order for Facial Coverings Throughout the State of Ohio, masks must be worn by members of your congregations. This is a great addition to the social distancing to prevent the spread of COVID-19. The two used together add a lot of protection. Celebrants/officiants of religious services are exempt from wearing masks during religious services.
- Eliminate as much as possible the touching of common surfaces, such as collection baskets and other prayer materials.
- Continue to offer vulnerable members of your community alternative methods of attending a service. Those over 65 and those with chronic lung disease or moderate to severe asthma, serious heart conditions, immune compromised conditions, severe obesity (body mass index of 40 or higher), chronic kidney disease undergoing dialysis, or liver disease are at higher risk from COVID-19.

Revised 9/28