

Procedures for Groups and Renters using Grace Lutheran Church building

as precaution against COVID-19

April 8, 2022

Who is not allowed in the building?

Those who have the symptoms of a cold, flu, or COVID-19 including a cough, sneezing, runny nose, sore throat, tightness in the chest, or fatigue. The BC Health Ministry states you must stay at home and keep a safe distance from others until those symptoms have completely disappeared.

What must all users of the building do?

All renters must comply with the current provincial requirements for limiting group size, physical separation, use of protective equipment, etc.

Rental of facilities at Grace Lutheran Church fall under the Order of the Provincial Health Officer for Gatherings and Events. The Order for Gatherings and Events expires on April 8, 2022, and many of the requirements previously in effect are no longer required by a Provincial Health Order. However, for the safety of all users, the following procedures have been put in place by Grace Lutheran Church.

The maximum capacity of rooms and meeting spaces available for rental is:

Room/Space	Maximum Capacity
Sanctuary	100
Narthex	35
Church Hall (no Kitchen)	50
Kitchen	8
Meeting room 1 – Large board room	10 (table) & 10 (chairs)
Meeting room 2 – Small board room	8 (table) & 15 (chairs)
Meeting room 3 - Library	8
Meeting room 4 – Lounge	8 (sofas) & 15 (chairs)

1. The meeting/event must have an identified organizer.
2. Access to the meeting/event must be controlled by the organizer.
3. The organizer must monitor the number persons present and ensure that the number of persons does not exceed the maximum capacity of rooms and meeting spaces. The use of a sign-in sheet is not required but it is encouraged.

4. For the safety of participants, it is recommended that these guidelines be followed for all gatherings:
 - a. Seating is available for each participant. Up to 100% of the maximum capacity may be used for the purposes of an inside event.
 - b. Participants are seated throughout the space in such a way as to encourage separation.
 - c. If there is a food or drink station,
 - i. hand washing facilities or alcohol-based sanitizers are within easy reach of the station;
 - ii. signs reminding participants to wash or sanitize their hands before touching food, drink or other items are posted at the station; and
 - iii. touch surfaces and utensils are frequently cleaned and sanitized.
 - d. Participants comply with measures, guidance or directions from the organizer intended to avoid congregation (crowding) of participants.
5. While it is no longer required by a Public Health Order, it is highly recommended that organizers obtain and participants provide proof that the participant is fully vaccinated or has an exemption.
6. While it is no longer required by a Public Health Order, it is highly recommended that face masks be worn in all rooms and public indoor settings.
7. The renter must provide Grace Lutheran Church with satisfactory assurance that they are aware of these requirements and have the capacity to fulfill them.

Security procedures, such as checking that nobody is in the building before setting the alarms, remain the same as before COVID-19. Please leave the building as you found it.

These procedures replace COVID-19 procedures previously provided to renters and/or included in rental agreements.