

Reopening Plan

This is the building re-opening plan for Christian Faith Outreach Centre during COVID-19. Information is subject to change as new guidance becomes available. We will follow local and provincial guidance. CFOC buildings will only open/re-open when we are ready to safely do so and have precautions in place. We will communicate any changes and new operations through usual methods including website, newsletters, online videos, phone calls and reinforcing expectations during the service. Adapted from the Harbour Church Reopening Plan.

2021 3 Step Reopening	Step 1	Step 2	Step 3
Operations	Limited Operations of Place of Worship (POW) 15% of building capacity permitted.	Limited Operations of Place of Worship (POW) 25% of building capacity permitted.	Larger indoor religious services, rites, and ceremonies Details TBD
Public and Social Gathering Restrictions	Limited to 10 people outdoors. Outdoors religious services, rites and ceremonies including weddings and funerals are permitted with capacity limited to permit physical distancing of 2 metres.	Limited to 25 people outdoors, 5 people indoors. Outdoors religious services, rites and ceremonies including weddings and funerals are permitted with capacity limited to permit physical distancing of 2 metres.	Outdoor permitted with capacity limited to permit physical distancing of 2 metres. Details TBD

Service Experience			
	Stage 1	Stage 2	Stage 3
In-person services	1 Service (10:30a.m.) 15% Capacity	1 Service (10:30a.m.) 25% Capacity	1 Service (10:30a.m.) TBD
Online Services	Online Service Available	Online Service Available	Online Service Available
Offering	Online, mail or offering box. Note: no passing offering bucket	Online, mail or offering box. Note: no passing offering bucket	Online, mail or offering box Note: no passing offering bucket
Communion	At home or pre-packaged and available at Sanctuary entrance	At home or consideration for modified distribution plan that allows for physical distancing.	TBD
Bulletin	Electronic - Email Updates	Electronic - Email Updates	Electronic and consideration for limited bulletins available for pick up or at seats.
People flow and ushers	Prop open doors where possible. Ushers to direct seating assist with seating while maintaining physical distancing. Cloth masks are required.	Prop open doors where possible. Ushers to direct seating assist with seating while maintaining physical distancing. Cloth masks are required.	Prop open doors where possible. Ushers to assist with seating and maintaining physical distancing. Cloth masks TBD
Greeting Team	1 Greeter at door, 1 at Info Desk	1 Greeter at door, 1 at Info Desk	TBD
Corporate Singing	Corporate Singing with mask. No liturgical dance or movement outside of the 6 feet box	Corporate Singing with mask. No liturgical dance or movement outside of the 6 feet box	TBD
Creative Arts & Productions Team	Live stage performance permitted. No Lit. Dance Singers must be at least 6 metres from nearest congregant.	Live stage performance permitted. No Lit. Dance Singers must be at least 6 metres from nearest congregant.	TBD
Speaking / Preaching	Speaker to be a minimum of 6 metres from nearest congregant. Use microphone to avoid speaking loudly. No shared microphones or podium without proper cleaning and disinfection.	Speaker to be a minimum of 6 metres from nearest congregant. Use microphone to avoid speaking loudly. No shared microphones or podium without proper cleaning and disinfection.	TBD

Cloth Masks and Face Coverings	Required for those who are able. Congregants asked to bring their own face covering. Back up supplies available for those who don't bring one.	Required for those who are able. Congregants asked to bring their own face covering. Back up supplies available for those who don't bring one.	TBD
Coffee Ministry / Social Time Following Service	Paused until further notice	Paused until further notice	TBD

Facility Management			
	Stage 1	Stage 2	Stage 3
Parking	As per usual. Encourage no loitering or extended socializing	As per usual. Encourage no loitering or extended socializing	TBD
Physical Distancing markers at entry	Markers outside of door every two metres in case of line up to enter.	Markers outside of door every two metres in case of line up to enter.	TBD
Designated and clearly marked entrances and exits	Yes	Yes	TBD
Enhanced Hand Sanitizer or Handwashing Stations at Entry	Yes	Yes	Yes
Physical Distancing Signage and Floor Markings	Yes	Yes	TBD
Screening Signage at Entry	Yes	Yes	TBD
Seating	Arrange seating and remove excess to allow for physical distancing. Allow additional time for seating.	Arrange seating and remove excess to allow for physical distancing. Allow additional time for seating.	TBD
Cleaning	Enhanced cleaning following each gathering. Including high touch surfaces and washrooms.	Enhanced cleaning following each gathering. Including high touch surfaces and washrooms.	Enhanced cleaning following each gathering. Including high touch surfaces and washrooms.
Managing Attendance	Yes. Use of electronic system to RSVP sent via email. Max 66 people per gathering.	Yes. Use of electronic system to RSVP sent via email. Max 66 people per gathering.	TBD
Screening	Share screening questions with attendees prior to service.	Share screening questions with attendees prior to service.	TBD

Ministry Programs			
Step 2 Reopening	Stage 1	Stage 2	Stage 3
Children's Ministry	Provide seat packs.	Provide seat packs.	TBD
Nursery	No nursery	No nursery	TBD
Youth groups	Online then moving to in-person following current emergency orders, physical distancing, and other public health precautions.	Online then moving to in-person following current emergency orders, physical distancing, and other public health precautions.	Consider in-person facility use following current emergency orders, physical distancing, and other public health precautions.
Small Groups	Online only	Online then moving to in-person following current emergency orders, physical distancing, and other public health precautions.	Consider in-person facility use following current emergency orders, physical distancing and other public health precautions.
Administration			
Step 2 Reopening	Stage 1	Stage 2	Stage 3
Office	Modified Operations with public health measures in place. Limit number of people in the office. Barriers or Plexiglas as needed.	Modified Operations with public health measures in place. Limit number of people in the office. Barriers or Plexiglas as needed.	TBD
External facility Uses.	Case by case depending on ability to meet requirements.	Case by case depending on ability to meet requirements.	TBD
Weddings and Funerals	15% of building capacity permitted. Must follow provincial regulations.	25% of building capacity permitted. Must follow provincial regulations.	TBD Must follow provincial regulations.