

Zion Lutheran Church, Belleville, Illinois Space Use by Church Groups

Church spaces are defined as: the entire church building, the church office, the church office workroom, and the Alongside Commons area. Guidelines for school spaces will be determined by the school office and will generally be followed on weekends for use by church groups.

Requests will be received by church office staff but permission for use of church spaces will be reviewed by the senior staff before being finalized.

Gatherings of a limited number of people dependent upon space limitations will be allowed. There is no category for churches in the Phase 3 Reopening for Businesses. Zion's Guidelines are based on CDC and Illinois Restore Phase 3 Guidelines, and Illinois Executive Orders.

General Guidelines (To be shared with all groups requesting use)

1. Areas to be used will be sanitized before opening.
2. Group size will be limited to the size allowed for a given area or space.
3. **Individual Responsibility and Safety**– to be Communicated to all Participants
 - a. Individuals should take their own temperature to insure it is normal.
 - b. No one should attend if they have symptoms of illness
 - c. Individuals should provide and wear their own facemasks
 - d. Hand sanitizer is generally available near entrances to the building but may not always be available in every space.
 - e. Please inform the instructor or staff person who has oversight should you become ill within 2 weeks of being on campus.
4. **All groups that met previously for regularly occurring meetings**, gatherings, classes, or lessons must be rescheduled. These must be scheduled in advance with the church office so we can
 - a. Coordinate the number of persons in the building and space use between groups.
 - b. Provide custodial support for sanitizing door handles, tables, bathrooms, and keep handwashing areas stocked with paper towels, soap, and disinfectant.
5. Meetings need to be scheduled in a room that will allow for participants to maintain 6-ft. of social distancing.
6. Groups should plan to remain in the area for which they are scheduled.
7. Participants should maintain 6-ft. of social distancing if they are not wearing a mask.
8. Food and beverages will not be provided by Zion at church events. Individuals are welcome to bring their own coffee etc.
9. Participants should wear a mask or cloth face-covering over their nose and mouth within 6-ft. of others.
10. **Use of Restrooms:** Restrooms are cleaned and sanitized regularly. Participants are advised to wash their hands and use a paper towel to open the door as they leave.

Guidelines for Outdoor Gatherings on Campus

1. Meetings or events must be scheduled in advance with the church office and approved by senior staff. Senior staff meets weekly.
2. 6-ft of social distancing should be maintained outside, or masks should be worn if this is not possible.
3. The buildings may be opened for restroom use if this has been previously approved to allow access and for custodial support etc.

Supplies – Zion will generally have these supplies on-hand for scheduled events.

1. Hand sanitizer.
2. Bleach wipes or spray sanitizer.
3. Gloves.
4. Facemasks for those who do not bring their own.
5. Sanitizing mist machine.

Thank you for your patience in understanding the guidelines we must follow out of an abundance of caution to keep everyone safe and to help everyone feel safe as well.

Revised September 15, 2020