



COVID-19 Room Use Guidelines & Instructions



Although we have started the process of regathering, we continue to be deeply committed to the health and safety of our church families and staff. With this in mind, we want to be a community of believers that are "living out love" by following the following guidelines & instructions.

PHASE 1 Health Guidelines

- **Be in Good Health** - If you are showing any signs of illness (fever, cough, shortness of breath, etc.), or may have been exposed to the coronavirus, please continue to join us online.
- **Maintain Social Distancing** - Remain 6 ft. from other people as much as possible. No physical contact outside of your immediate family. Welcome one another with non-physical greetings.
- **Wear a Mask** - Anyone 5 years of age or older must wear a mask or face covering. We encourage you to bring your own, but we will have masks available for those who come unprepared.
- **Regularly Wash Your Hands and Use Hand Sanitizer** - We plan to have PPE stations set up at the entrance to each room, or in close proximity, for your convenience, but please feel free to bring and use your own.
- **Bathroom Use** - Be aware restrooms will be single-occupancy. Plan accordingly before arrival.
- **Food and Drink** - Currently the state has mandated that no food or drinks may be served for on-site consumption at faith gatherings, other than communion. So, we ask that you refrain from bringing any food or drinks on campus for faith gatherings.
- **Vulnerable Population** - We encourage you to remain safe at home. Contact your ministry/group leader about providing online access to the gathering or meeting if necessary.

Room Use Instructions

- **Seating:** The seating configuration in each meeting space has been set up to accommodate proper social distancing. Couples/Families may slide their chairs close together, but please place all chairs back in original seating configuration at the end of the gathering.
- **No Childcare Provided:** Unfortunately, we will not be able to provide childcare during these gatherings. We ask that for the safety of all involved, children remain at home. Parents may consider taking turns staying home and attending group each week.
- **PPE/Cleaning Supplies:** Each meeting space will have a table set up with additional PPE supplies, cleaning supplies, and a copy of this document to provide clarity and instruction while in use.
- **Sanitation:** At the end of the gathering, each group will be asked to use the cleaning materials provided to sanitize the room in preparation for its next use. See Cleaning Instructions on the next page.



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Cleaning Instructions

CLEANING INSTRUCTIONS FOR DAMASCUS CC FACILITIES DURING COVID-19 EMERGENCY

These instructions are for general purposes. Always read and follow label instructions for any cleaning product. For more specific instructions related to special equipment or surfaces please see Facilities Supervisor.

Cleaning Products:

Each room will have a bottle or sprayer of one of the following cleaning options. These products have been chosen for their extremely low hazard rating and high efficiency. They are effective against 99.9% of surface bacteria and viruses.

- **SaniShield:** a hydrogen peroxide-based disinfectant and contains a residual anti-bacterial compound which repels further bacteria growth and increases in effectiveness with repeated use. Allow to air-dry.
- **Formula 409 / Mean Green / Fantastic:** an ammonium-based surfactant which breaks the surface tension of microbial compounds rendering their cells inactive. Allow to air-dry.
- **HALT-Pump Sprayer:** a hospital grade, one-step cleaner, bactericidal, virucidal, mildewcidal, fungicidal, disinfectant proven effective against norovirus, canine parvovirus and blood borne pathogens. At 1:64 dilution, Halt economically disinfects and deodorizes. Halt leaves surfaces clean, germ-free, and safe!

How to Use:

- **Standard Spray Bottles:** Turn tip of spray nozzle to the ON position and gently pull the spray lever to release a small amount of cleaner onto the surface to be cleaned. Then gently wipe the surface with a cloth, paper towel, or micro-fiber cloth to spread it evenly on the entire surface. Allow to air-dry.
- **Pump Sprayer:** The Pump Sprayer requires at least 10 strokes of the pump handle to operate correctly. It has a locking trigger on the handle. The lock is a ribbed button nearest the center of the handle so you should avoid pressing it as it will run the sprayer continuously. For the fine mist, turn the brass nozzle clockwise until it stops. Just press and release the smooth portion of the red trigger to release the spray. Spray the objects lightly with the mist and allow to air dry 10 minutes. If the item is soiled apply the mist then wipe with a dampened cloth and allow to air dry 10 minutes.
- **IMPORTANT!** Do not allow contact with the eyes or skin. Do not inhale the mist. Safety goggles and gloves are recommended while using. Always keep the sprayer out of the reach of children. No students should be in the area while applying the spray.

Surfaces to be Cleaned:

Please clean all appropriate surfaces described below if applicable to the room you are using:

- Clean all door handles, push-plates & inner edges of the doors (wherever hands are likely to grasp the door).
- Clean top of the backs of chairs, chair arms & chair seat edges (wherever hands are likely to grasp the chair).
- Clean tabletops and table edges, counter tops, and edges also.
- Clean dispenser levers on paper towel and soap dispensers.
- Clean faucet handles, counter tops, stall door surfaces, toilet and urinal flush handles and toilet seats.
- On Glass Storefront doors, clean panic bars and window glass where hand and fingerprints are present.