

Unitarian Church of Montpelier (UCM)
Guidelines for Church-Sponsored Outdoor Activities
During the Covid-19 Pandemic Era

Updated as of 9/3/20

Subject to change based on state and medical guidance

The UCM building remains closed to indoor activities. No church-sponsored events inside private homes are authorized. The following guidelines apply to outdoor activities both on and off site. They were compiled by the UCM Covid-19 Task Force after reviewing guidance from the UUA, relevant Vermont state agencies, and Church Mutual (UCM's insurance company). They were approved by the UCM Executive Team (ET).

Examples of church-sponsored activities include meetings of staff, leadership groups, committees, teams, and youth groups, as well as other activities organized by church groups. **Organizers of the event (e.g. committee chairs, youth group leaders, etc.) must share (via email or text) these guidelines and the Event Sign-in Sheet at least two days before the event and ask participants to preview both**, to avoid misunderstandings. **Organizers must provide sufficient paper copies of the Event Sign-in Sheet** and ensure that all participants (or their parent/guardian) complete it before participating in the event.

1. All participants must wear masks and adhere to social distancing limits (minimum 6 feet of separation). Exceptions: (a) Masks may be removed by participants who maintain a distance of at least 10 feet from others. (b) Masks for children preschool and younger are at parents' discretion and under parents' supervision. (c) Individuals who have breathing issues and are exempt from government masking requirements may attend if they maintain a distance from others of at least 10 feet.
2. Participants (or their responsible adults in the case of minors) must complete a UCM Event Sign-in Sheet that includes their contact information and asserts their freedom from Covid-19 exposure and symptoms. (Recent contact, travel, cough, shortness of breath, fever, chills, muscle pain, sore throat, loss of taste/smell – listed in more detail on the form itself.)
3. Regardless of location (church grounds or off-site), communal singing is prohibited. Communal food service is likewise prohibited. If snacks/drinks are necessary, participants should bring their own. Hugging and handshaking should be avoided.
4. **This paragraph applies only to activities on church grounds.** Such planned activities must be approved in advance by the ET and scheduled with Becky Atchinson in the church office. Meetings must last less than two hours. For rolling or staggered events, each participant should not be present for more than two hours. Entry into the church building to use the rest rooms should be avoided unless absolutely necessary. (Please “go” before you arrive.) Anyone entering the building must sign in and out on the Building Sign-in Sheet provided, and follow all procedures listed. Anyone using a rest room must run the exhaust fan, thoroughly wash their hands, and wipe down every surface they touch with the disinfectant wipes provided. Church entrance doors must remain locked at all times, *especially* upon departure. Use of the kitchen (except for the handwashing station) or any indoor space other than rest rooms is prohibited. No church chairs may be taken outdoors. Participants may bring their own chairs. Other church furniture and supplies may be taken outdoors **only** if authorized and cleaned by a staff member.