



## Regathering in Kenmore

On May 27, Governor Inslee updated directives for churches to regather in our buildings. Northshore last gathered for worship in our building on March 8.

**We now plan to gather together**, in-person, at Kenmore for Sunday morning worship services at 9:00 and 10:30, June 21.

Our plan to regather includes an **outward focus**. While our gathering together is always *upward facing* (focused on God in worship) and *inward strong* (focused on one another in fellowship and discipleship), we are aware that people are watching to see how we care for public health and safety as we regather in our building. We will demonstrate that our rights to gather and worship are not more important to us than the health and safety of our neighbors.

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[The State's regulations were updated 6/18/20](#) which now allow for indoor gatherings in Modified Phase 1 (*Phase 1.5*). King County is currently in *Phase 1.5* and has applied for *Phase 2*.

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**Capacity:** In *Phase 1.5*, churches will be allowed to have a maximum of 200 in attendance (staff are not included in the max; volunteers are included), or 25% of capacity, whichever is less. Due to our building's capacity, **we will be capped at 100**. The capacity limit is for the entire building. Thus, for example, we do not have the option to overflow into other rooms in the building to mitigate the maximum of 100, and other meetings or classes concurrent to the service in the auditorium would count toward the 100.

Due to distancing requirements, and the *choke points* in our building, we are aiming to have around **50** in our building concurrently.

**Physical Distancing:** We will facilitate a minimum six-foot separation between all persons. This will require removing chairs from the auditorium and spacing the remaining 50 chairs. Members of the same household should sit together; we may include tables for families that might help occupy children. We will also need to minimize the use of the lobby for socializing due to the tight quarters (choke point).

**Face Coverings:** Each person in attendance shall wear a suitable face covering while on the premises for worship (before, during, and after the service).

**Screening:** Each person in attendance (including guests, volunteers, and employees) will be asked to fill out a brief questionnaire (1 page per family/residence) that will include contact information, and health-screening questions. The form will be required for each gathering during *Phase 2* and will be made available online so that it can be downloaded and prepared prior to attendance. These questionnaires will be kept as a *log of attendees* should a case arise and contact tracing is needed.

People should take their temperature before attending a service; we will be prepared to assess temperatures with a non-contact thermometer. Any individual with a temperature of 100.4°F will not be permitted to attend.

Any individual with a household member who has been diagnosed with COVID-19 or with symptoms of COVID-19 (including a fever above 100.4°F) may not attend the service until medically cleared.

**Safety and Health:** The operation and facility will be kept safe and healthy in accordance with

- [Washington Faith-based Organization COVID-19 Requirements](#)
- Washington State Department of Labor & Industries [General Requirements and Prevention Ideas for Workplaces](#)
- [Washington State Department of Health Workplace and Employer Resources & Recommendations](#)
- [CDC Guidance for Communities of Faith](#)
- [HSS Preventative Practices for Faith-based and Community Leaders](#)

**COVID-19 Supervisor(s):** We will designate at least one COVID-19 supervisor for each gathering to monitor the safety plan. The COVID-19 Supervisor will report to the Lead Pastor.

**Nursery:** We will not have a nursery during *Phase 2* due to the tight quarters and limited volunteer staff.

**Children's Ministry** (Discovery Kids): We will not have separate programs for children during *Phase 2* due to the difficulty children have maintaining social-distancing practices. Children are urged to attend and must sit with parents or guardians.

**Mom's Room:** Our *Mom's Room* is available for nursing mothers. The Nursery will also be available, as overflow, for changing babies.

**Singing:** Singing is permitted (except for a choir). Face coverings must remain on while singing (including those on the platform).

**Distribution of Materials:** We will not distribute materials such as bulletins or connection cards during worship services.

**Collection of Materials and Offerings:** Collections will be made at stationary boxes/baskets. We will not pass offering plates or collect materials by passing them. We will continue to encourage online giving.

**Communion:** While in *Phases 2 and 3*, we will use individually wrapped, pre-packaged communion supplies.

**Socializing Outdoors:** Due to limited lobby space for socializing, we may rope-off parking areas for socializing. All social-distancing requirements will remain, and face coverings must still be worn.

**Restrooms:** Access will be limited to no more than 2 people at a time.

**High-Risk Individuals:** While we will not restrict or ban anyone from attendance (with the exception of those with symptoms or recently exposed to those with symptoms), we will encourage those in high-risk categories to *stay safe at home* and join us via our live-streams. High risk categories include those who are immunocompromised, older than 65, at higher risk for severe illness, or people with asthma, HIV, or liver disease.

**Volunteers:** We will not schedule those in high-risk categories to serve as volunteer staff in which there is personal contact (including ushers, greeters, children's workers, worship team, tech) through *Phase 3*. We will be sure to make it easy for any volunteer to *opt out* of service due to health or safety concerns.

**Classes and Meetings Concurrent to Sunday Services:** During *Phase 2* we will focus on the worship services in the auditorium, preserving capacity for those events. Thus, we will not schedule other classes or meetings during Sunday Services. Once we are into *Phase 2*, we might find that we can begin to accommodate classes and such, and may make adjustments. We ought to be able to restart classes in *Phase 3*.

**Parking:** Since our neighbors are staying home, we have eased most parking restrictions and patrol. Once we have a date to reopen, we will need to post flyers on vehicles getting us back on track with our usual policies.

**Exposure Control, Mitigation and Recovery Plan:** The plan must include policies regarding the following control measures: PPE utilization; on-location physical distancing; hygiene; sanitation; symptom monitoring; incident reporting; location disinfection procedures; COVID-19 safety training; exposure response procedures and a post-exposure incident project-wide recovery plan. A copy of the plan must be available at the location for inspection by state and local authorities, but state and local authorities are not required to preapprove the plan.

## a t t e n d a n c e   a t   w o r s h i p

To accommodate Northshore's congregation and guests, while limiting capacity to around 50, we will hold two Sunday-morning services during *Phase 2* (9:00 and 10:30).

Each service will last no longer than an hour and include worship in song and preaching of the Gospel, as well as updates, announcements, and special features (essentially a slightly abbreviated version of our usual Sunday-morning service).

To balance attendance between the services, we will ask people to indicate a service time the week prior to Sunday.

Hopefully, our Sunday volunteers (musicians, tech, first-impressions, security, and such) will be willing to serve in both services; if needed, we will schedule two shifts.

We will make every effort to accommodate **first-time visitors**, even to the extent that some *regular attenders* will be on *stand by* to make their space available if needed.

## l i v e - s t r e a m i n g

We will live-stream two Sunday-morning services for the coming months in order to best serve those who choose to, or must, stay home:

- **Home to Home** at 9:00 - A service similar in format to what we have used during stay-home-stay-safe. The preaching, recorded from the lead-pastor's home office, will be the same content as the live preaching in Kenmore with pre-recorded worship (in most cases using the previous week's worship from Live from Kenmore).
- **Live from Kenmore** at 10:30 – A live-stream from the auditorium in Kenmore.

## Screening Form and Attendance Log

Please list the names of each person attending today's service from your household:

_____	_____
_____	_____
_____	_____
_____	_____

Reservation Made for     9:00 Service     10:30 Service     No Reservation

Has anyone listed above exhibited COVID-19 symptoms today or during the past week?  Yes  No

*COVID-19 symptoms include: fever, chills, cough, shortness of breath, difficulty breathing, fatigue, headache, loss of taste or smell, sore throat, congestion, runny nose, nausea, vomiting, or diarrhea.*

Does anyone listed above have a temperature of 100.4°F or above?  Yes  No

Does everyone listed have face covering to be worn throughout your time here today?  Yes  No

Will everyone listed above abide by [Northshore's health and safety plan](#) during you time here today?  
 Yes  No

Contact    Name: \_\_\_\_\_ Date: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_

*This form is meant as a convenience to expedite entry into a safe and healthy worship environment for all. Once collected, the forms will be bagged and stored for a month, only to be accessed should we need to create a separate and specific log for contact tracing. We will not share these forms with any person, agency, or government authority.*

## Exposure Control, Mitigation and Recovery Plan

1. PPE utilization
  - a. Masks will be required by all before, during, and after worship services and any public events (including Food Bank distributions).
  - b. Gloves are available when desired.
  - c. For more details, reference [Northshore's Regathering in Kenmore documentation](#).
2. On-location physical distancing
  - a. Compliance with:
    - i. [Washington Faith-based Organization COVID-19 Requirements](#)
    - ii. Washington State Department of Labor & Industries [General Requirements and Prevention Ideas for Workplaces](#)
    - iii. [Washington State Department of Health Workplace and Employer Resources & Recommendations](#)
  - b. All but 50 seats will be removed from the auditorium during Phase 2.
  - c. For more details, reference [Northshore's Regathering in Kenmore documentation](#).
3. Hygiene
  - a. Compliance with:
    - i. [Washington Faith-based Organization COVID-19 Requirements](#)
    - ii. Washington State Department of Labor & Industries [General Requirements and Prevention Ideas for Workplaces](#)
    - iii. [Washington State Department of Health Workplace and Employer Resources & Recommendations](#)
  - b. For more details, reference [Northshore's Regathering in Kenmore documentation](#).
4. Sanitation
  - a. Compliance with:
    - i. [Washington Faith-based Organization COVID-19 Requirements](#)
    - ii. Washington State Department of Labor & Industries [General Requirements and Prevention Ideas for Workplaces](#)
    - iii. [Washington State Department of Health Workplace and Employer Resources & Recommendations](#)
  - b. For more details, reference [Northshore's Regathering in Kenmore documentation](#).
5. Symptom monitoring
  - a. All people will be screened for symptoms for attendance at services.
  - b. Each household will submit a form, verifying screening, that will serve as a log.
  - c. For more details, reference [Northshore's Regathering in Kenmore documentation](#).
6. Incident reporting
  - a. Incidents will be reported to the King County COVID-19 Call Center (206.477.3977)
  - b. Incidents will be reported to Cedar Park executive leadership.
7. Location disinfection procedures

- a. Compliance with:
  - i. [Washington Faith-based Organization COVID-19 Requirements](#)
  - ii. Washington State Department of Labor & Industries [General Requirements and Prevention Ideas for Workplaces](#)
  - iii. [Washington State Department of Health Workplace and Employer Resources & Recommendations](#)
- b. For more details, reference [Northshore's Regathering in Kenmore documentation](#).
8. COVID-19 safety training: Employees and volunteer staff will be routinely briefed and trained according to [Northshore's Regathering in Kenmore documentation](#) and this document.
9. Exposure response procedures
  - a. Those reporting symptoms for COVID-19 will not be allowed to remain in the building.
  - b. Those reporting symptoms for COVID-19 in their household will not be allowed to remain in the building.
  - c. Incidents will be reported as indicated above (item #6).
10. Post-exposure incident project-wide recovery plan.
  - a. Cleaning and disinfecting of areas of known exposure
  - b. Response to directives from the County after incident report.

A copy of the plan must be available at the location for inspection by state and local authorities, but state and local authorities are not required to preapprove the plan.