



First United Methodist Church of Hurst

On-Campus Outdoor Group Gatherings

Passed by Trustees 7/30/2020
Policy Remains in Effect until Further Notice

For Group Leaders

While the building remains closed to public gatherings, we will permit FUMC small group gatherings of 15 or less on FUMC property outdoors (or number according to state/local guidelines, whichever is less). This number may be exceeded, within state/local guidelines, for events planned by staff with approval from the Leadership Team. We encourage those over 65, high risk or unable to wear a mask to remain Safer-At-Home. All participants must adhere to these guidelines set by our leadership. Not doing so may prevent your group from meeting on campus as it puts your church at risk.

In Preparation for Gathering

- Request space by emailing the following to Lynn Carter, Administrative Director at lcarter@fumchurst.org AND your FUMC ministry staff contact no fewer than three (3) days prior to event.
 - Group name / Purpose
 - Number of people
 - Date (note if recurring) including start / end time
 - Desired meeting location: Wesley porch, Parlor Courtyard, parking lot (specify area), grassy area near Village Garden
- Email guidelines to all participants prior to gathering. (See sample email attached)
- Screening Questions included in email:
 - Have you been in close contact with a person with a confirmed diagnosis of COVID-19?
 - Have you had an unusual cough or shortness of breath?
 - Have you had a sore throat or other flu-like symptoms?
 - Have you had a fever of 100.4 or greater in the past 72 hours?
 - Have you had a loss of taste or smell?
 - Have you had vomiting or diarrhea in the last 24 hours?
- Ministry Safe policies must be followed at all times for events with children, youth, or vulnerable adults.

Upon Arrival

- Always follow COVID-19 Safety Guidelines. (See below)
- A Screening Check-In is required upon arrival.
 - Ask each participant if he/she received email and can answer NO to each of the screening questions.
 - If participant answers YES to any questions, he/she will be asked to leave.
 - Parents dropping off children or youth should remain until their child/youth has completed the Screening Check-In Process.
- Record names and contact information (phone number, email) of all who attend and email attendance list with date, time, location to FUMC ministry staff contact within 2 business days.

COVID-19 Safety Guidelines

- Gatherings will be in groups of 15 or less.
- Individuals will be required to wear a mask throughout the gathering.
- Seating or standing of at least 6 feet apart must be maintained.
- No sharing of food or drinks.
- Participants are encouraged to bring individual hand sanitizers for personal use.
- Wash hands frequently.
- **No FUMC building access will be available, including restrooms.**

Inclement Weather

In the case of severe weather, there may or may not be someone available to let you into a building for safety. Therefore, if severe weather is imminent, you will need to reschedule your event. You may not be outside for thirty minutes after the last lightening seen or thunder heard. You will need to be sure you have a way to communicate with your group for last minute changes (cell phone numbers suggested).

Reporting Symptoms and/or Testing Positive for COVID-19

If you or anyone in your household exhibits COVID-19 symptoms or tests positive for COVID-19 and you have visited the FUMC campus within 14 days of symptoms or test, you are strongly encouraged to contact Rev. Holly Dittrich, Executive Pastor, at hdittrich@fumchurst.org and/or Lori Friend, Business Manager, at lfriend@fumchurst.org. Leadership will follow current CDC and local health department protocols and quarantine recommendations.

SAMPLE COMMUNICATION TO PARTICIPANTS

Dear Participant,

We are looking forward to meeting on (date) at (time). We will meet at (location). Be sure to bring your own chair!

We will be following the **COVID-19 Safety Guidelines** set forth by the church. If we do not, we put the church at risk and may not be allowed to meet on-campus again. Let's covenant together to follow these guidelines as follows:

- Gatherings will be in groups of 15 or less.
- Individuals will be required to wear a mask throughout the gathering.
- Seating or standing of at least 6 feet apart must be maintained.
- No sharing of food or drinks.
- Participants are encouraged to bring individual hand sanitizers for personal use.
- Wash hands frequently.
- **No FUMC building access will be available, including restrooms.**

Additionally, please reply back to me with answers to the following **Screening Questions** within 24 hours of our meeting time:

- Have you been in close contact with a person with a confirmed diagnosis of COVID-19?
- Have you had an unusual cough or shortness of breath?
- Have you had a sore throat or other flu-like symptoms?
- Have you had a fever of 100.4 or greater in the past 72 hours?
- Have you had a loss of taste or smell?
- Have you had vomiting or diarrhea in the last 24 hours?

Finally, **if you or anyone in your household exhibits COVID-19 symptoms or tests positive** for COVID-19 and you have visited the FUMC campus within 14 days of symptoms or test, you are strongly encouraged to contact Rev. Holly Dittrich, Executive Pastor, at hdittrich@fumchurst.org and/or Lori Friend, Business Manager, at lfriend@fumchurst.org. Leadership will follow current CDC and local health department protocols and quarantine recommendations.