



SLAVIC EVANGELICAL BAPTIST CHURCH
СЛАВЯНСКАЯ ЕВАНГЕЛЬСКАЯ БАПТИСТСКАЯ ЦЕРКОВЬ

Business name: **SLAVIC BAPTIST CHURCH**
Registration Number: 84345 3291 RR 0001

Date completed: September 20, 2021
Revision date: September 28, 2021

Developed by: Board of Directors
Division/group: Administration/Committee

Date distributed: September 29, 2021

Covid-19 Safety Plan

Roadmap for reopening and resumption of in-person worship

Slavic Baptist Church is the place of worship located in Niagara Falls, ON. The main activities:

- Worship service
- Bible Study
- Prayer Meetings
- Youth Meetings
- Sunday School
- Social Outreach
- Religious Fellowship

Church management believes that the church can be reopened with the minimum risk of infections to our employees, volunteers, and parishioners. Our safety plan includes:

- Limited operations to low-risk activities
- Reducing capacity
- Enforcing social distancing
- Cleaning and disinfecting

Standard Operating Procedures (SOP) for this plan is attached. This plan is designated to allow the Church Board, employees, volunteers, parishioners, and guests to safely resume use of the space for meetings, services, and activities. The Church management will enforce the procedures to ensure that the Church to be a low-risk environment. All groups and services will be scheduled to ensure the limitation on number of people gathered at any time to meet the legislated restrictions.



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The Church is responsible and committed under Occupational Health and Safety Act to take any reasonable precautions to protect our staff, volunteers, and visitors. This Covid-19 safety plan is outlining the framework in place to help make our Church a safe place for everyone.

This plan will be available for access for everyone on our website www.niagaraslavic.ca. A hard copy of this document will be posted on the Bulletin Board in church hallway.

This plan will be shared and discussed with all staff and volunteers at the church. Any contractors who may need to access our building will be referred to our website for a copy of the safety plan.

The Church Board is responsible for review and approval of this Safety Plan, as well as informing the Church staff and volunteers. Preparation and revisions of the safety plan are done by following members:

- Pavel Alexandrov, Pastor
- Serge Praleska, Secretary
- Evgeniy Khutornoy, Board member
- Ourii Oursou, Board member
- Irina Cojocari, Treasurer

Any questions or concerns regarding this plan to be addressed to

- Pavel Alexandrov at 905-931-5742; pavel.ace96@gmail.com
- Irina Cojocari at 289-407-7074; irinacojocari@hotmail.com



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Procedure on how to ensure all workers know how and can keep themselves safe from exposure to COVID-19:

- Ensure our procedure are up to date by a weekly or more frequent review of Ministry of Health guidance.
- Inform the Church staff and users of any updates to procedures
- Install reminder signage throughout the building and premises regarding hand washing, mask requirement and physical distancing.
- Ensure that supplies of cleaning and sanitation products are maintained.
- Maintain the required hand-sanitation stations at strategic points throughout the building for easy access.
- All must complete an appropriate screening form (online or on paper) each day prior to entry into the Church building. Everyone (staff, contractors, volunteers, or visitor) must be symptom free to enter the building. Screening questions are attached in appendix 1
- Staff and volunteers with symptoms or who are close contact of Covid-19 cases self-isolate
- Everyone should maintain a physical distance at least 2m (except households)
- Masks are required and should properly fit, covering the nose, mouth, and chin. Disposable masks should be disposed if they become moist. Reusable masks should be clean and well cared for.
- Surfaces are cleaned frequently, such as desks, tables, chairs, railings, door handles, etc.
- All updates will be communicated with Church staff, volunteers, and visitors in various ways, such as posting notices on the bulletin board, Zoom-team meetings, Viber group-chat and group emails.

Procedure of Screening for COVID- 19:

- Everyone entering the building will answer the COVID-19 survey (appendix 1). This survey is available through Church web-site link <https://docs.google.com/forms/d/e/1FAIpQLSc5RFVcD4D6CvEzcNGYU5URkkzxoSLIUsyZW1mkRHfYF2dZmPw/viewform> or paper form at the entrance of the building.
- Ushers will screen everyone who arrives for in-person worship, ensure that everyone has filled the survey, and will guide them to the seating spot in the Chapel, to reduce crowding and socializing.
- Everyone who pass the screening will enter
- The people in charge of screening are Serge Praleska and Eugenii Khutornoy
- Ushers will be trained on specific COVID safety protocol for use of the building. Training will be performed based on “Screening for Covid-19: guidance for employers” by Province of Ontario which can be accessed on <https://www.ontario.ca/page/screening-covid-19-guidance-employers>
- Specific instructions will be given to the visitors as to stay home if they are exhibiting any COVID-19 symptoms, self-isolate and make arrangement for testing.



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- Leaders of the groups for any activity held at the Church will maintain the list of participants, ensure that survey is completed by each participant. These lists are to be kept by Church Secretary by not less than 45 days.

Procedure of controlling the risk of transmission in the Church:

- All staff, volunteers and visitors are to
 - o Maintain 2m distance between individuals
 - o Hand wash and hand sanitize frequently
 - o Ensure that masks are worn always and fully cover nose, mouth and chin
 - o Adhere the Church safety plan
- Bins with cleaning disinfectant, masks, gloves, and hand sanitizer have been placed within the building in prominent places for ease of cleaning surfaces and hand sanitizing as needed. Bin contents are reviewed frequently and refilled as necessary.
- High touch surfaces are cleaned throughout the day when any activity is taking place in the building by staff and volunteers. This includes but is not limited to washrooms, entrances (handles and push bars), door handles, desks and spaces, countertops, handrails, light switches, photocopier, and other shared equipment, etc.
- During worship, restrooms and other spaces or surfaces will be cleaned as needed. A deeper cleaning of the worship space and equipment, restrooms, program areas is completed at the end of the each service. This is under responsibility of Church staff cleaner.
- Masks must be always worn by everyone above the age of 2 while inside the building. Those who have medical exemption do not have to wear a mask as per Public Health guidelines.
- Reducing capacity to align with the provincial regulations and requirements. The church has a maximum capacity of 300 seats in main worship hall. Capacity to be reduced as per Provincial health authority regulations at any time. The current maximum capacity as of the date of the approval of this plan is 75 seats which maintains the required physical distance of 2m between individuals and households.
- Social distancing: 2m/6 feet. All staff have been trained in these procedures and it is their accountability to follow them. Social distancing, as directed by the federal, provincial, and local government will be enforced. Physical distancing will be enforced to be maintained by all individuals in the congregation and between households while present in the building. Physical distancing seating areas have been identified in the Sanctuary.
- Use of the kitchen is prohibited, except for kitchen responsible trained staff.
- Access to the building to be limited to specific groups with pre-arranged meeting space and time.
- Room capacities will be limited to allow 2m distancing.
- Entrance and Exit are specifically designated to minimize the contacts, maintain unidirectional traffic flow through the building.
- Signage placed around the facility reminding people to wash hands, maintain social distancing and wear masks.



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- Cleaning and Disinfecting: Responsible person for Cleaning remains our church staff cleaner – Elena Tcherneauski. All staff to be trained on cleaning procedures and advised on their accountabilities. All staff will go through the training material for cleaners and janitors prepared by WHSC (Workers Health and Safety Center, ON) “Confronting Covid-19”. Material can be accessed through the following link https://www.whsc.on.ca/Files/Resources/COVID-19-Resources/WHSC_Pandemic_Cleaners-And-Janitors_Mar2021.aspx . Cleaning log to be placed in each room/area of the building and maintained by responsible staff, refer to Appendix 2 sample of Washroom cleaning log.
- Maintain the cleanliness of air-filtration (heating and cooling system) to reduce the risk of airborne transmission in the meeting rooms and Sanctuary. Filters are changed as needed and maintenance is conducted by church maintenance group and/or contractor.
- Doors are opened as frequently as possible to allow the fresh air ventilation.
- Singing is permitted by members of the choir or music staff who must wear mask and be behind a plexiglass barrier with as much distance from the next person as possible but not less than 2m unless they are from the same household.
- During communion we use individual servings of ceremonial food instead of shared communal containers. During the ceremony we maintain the distance requirements.

Procedure if there is a potential case, or suspected exposure to, COVID-19 at the Church:

- If anyone shows symptoms of Covid-19 while at Church, they will be instructed to return home and self-isolate immediately. They will be instructed to call Telehealth at 1-866-797-0000, their primary care provider or an assessment Centre to get tested. Use of Ministry of Health self-assessment tool is recommended to determine their further steps. If they can not leave immediately, they will be asked to isolate in the Boardroom which is designated as an isolation area.
- Staff, volunteers, or visitors are to advise Church immediately if they have tested positive for Covid-19.
- Leaders of the groups at any service or activity at the Church should notify the Church office if they or anyone in their group become ill and receive a positive test result. If applicable the Church office will notify and work with Public Health authorities to provide accurate and detailed contact tracing.
- Church members and visitors who might have had contact with the individual who become infected, will follow the guidelines of the Health officials (i.e. self-isolate, get tested).
- If there is a reasonable suspected potential case of exposure to Covid-19, the contact tracing log will be reviewed and everyone as per log who were in close contact with the individual will be contacted by Church by the Board appointed person. They will be notified that they must self-isolate for 10 days, monitor themselves for symptoms and recommended to be tested for covid-19. The building will be closed and all programs will be suspended for a minimum 3 days while the facility will be deep cleaned and sanitized.



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Procedure of managing any new risks caused by changes in Church activities:

- The Church Committee will maintain the close monitoring of the activities at the church, and ensure that all leaders, staff, and volunteers are trained on COVID-19 safety rules.
- If additional measures are required, the Church office will be in charge to update the safety plan and ensure that everyone is notified and trained.
- Church staff are encouraged to comment and provide any recommendation to improve the existing procedures.
- Feedback from the Church staff and visitors will be collected on a timely basis in form of surveys.

Procedure of ensuring that the safety plan is working:

- Church office will continue to monitor the efficiency of the processes set in place and discuss during weekly Board meetings regarding any concerns or recommendations received.
- Adjustments to the processes will be made as needed on timely basis.
- Feedback will be collected from the front-line staff, volunteers, and members.
- Any questions, concerns and recommendations to be sent to Pavel Alexandrov at 905-931-5742; pavel.ace96@gmail.com or Irina Cojocari at 289-407-7074; irinacojocari@hotmail.com
- Everyone will be notified about updates to Covid-19 safety plan through a Viber group chat and referred to the copy of the updated plan posted on our church website at www.niagaraslavic.com



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Appending #1:

Health Screening Form

for attendance of Slavic Baptist Church of Niagara Falls' worship services.

* Required

1. What's your name? (First and Last Name) *

2. What's your phone number? *

Skip to question 3

Do you have any of the following symptoms?

If you answer YES to any of these questions, go home & self isolate right away.

3. Are you experiencing fever or chills, a cough, difficulty breathing or shortness of breath, loss of taste or smell, feeling fatigue, lethargy, malaise, or myalgia? *

Mark only one oval.

- Yes *Skip to section 5 (It's Time to Go Home)*
 No

Just a few more questions



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4. Within the last 10 days, have you had close contact with a confirmed or probable case of Covid-19 without wearing appropriate PPE? *

Mark only one oval.

- Yes Skip to section 5 (It's Time to Go Home)
 No

5. Within the last 10 days, have you received a COVID alert exposure notification? (If you are fully immunized or have tested positive for COVID-19 in the last 90 days and since been cleared, select "No.") *

Mark only one oval.

- Yes Skip to section 5 (It's Time to Go Home)
 No

6. Have you returned from travel outside of Canada in the past 14 days? (If you travel for work, select "No") *

Mark only one oval.

- Yes Skip to section 5 (It's Time to Go Home)
 No

The result
is in!

You are good to go. Welcome to the Slavic Baptist Church of Niagara Falls. Show your results to our volunteers and submit the form.

It's Time to Go
Home

As you did not pass the screening, you are not allowed to enter Slavic Baptist Church. Please go home & self isolate right away.



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Appending #2:

Restroom Maintenance log

Week Period: from _____ to _____

Date	Time	Toilet Paper replenished	Paper Towels replenished	Soap Dispensers filled	Trash removed	Air Freshner	Toilet Cleaned	Sinks Cleaned	Floors Cleaned	Mirrors Cleaned	Handles Sanitized



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Appendix #3:

Covid-19 Screening Log

Date: _____

Activity: _____

Name	Phone	Are you experiencing fever or chills, a cough, difficulty breathing or shortness of breath, loss of taste or smell, feeling fatigue, lethargy, malaise, or myalgia?	Within the last 10 days, have you had close contact with a confirmed or probable case of Covid-19 without wearing appropriate PPE?	Within the last 10 days, have you received a COVID alert exposure notification? (If you are fully immunized or have tested positive for COVID-19 in the last 90 days and since been cleared, answer	Have you returned from travel outside of Canada in the past 14 days? (If you travel for work, answer "No")