

**Executive Summary:** Face coverings will be required during large gatherings which includes, but is not limited to, Sunday Services and Fresh Fire Burn Services.

**1) Purpose**

- a) The health and safety of staff, volunteers, members, and visitors is our highest priority. Based on available guidance, face coverings may help slow the spread of COVID-19 by providing some protection from respiratory droplets and is one of the recommended prevention measures by the Center for Disease Control and Prevention (“CDC”)
- b) With increased information and studies being done to better understand COVID-19 and the different variants available, we are taking the opportunity to update C4’s policies. Due to evolving evidence and guidance this policy may be further refined and revised from time to time.

**2) Scope and Coverage**

- a) This policy applies to C4 staff, volunteers, members, and visitors during the Governor’s State of Emergency Proclamation regarding the COVID-19 pandemic. In the case of conflicting policies or directives, the more protective policy applies.

**3) Policy**

- a) All staff, volunteers, members, and visitors **ARE REQUIRED** to wear a face covering that covers their mouth and nose upon entering and staying within the facility, unless an exception applies, see below §3.3. All staff, volunteers, members, and visitors **ARE PROHIBITED** from entering the facility if they do not have a face covering.

**b) Responsibilities and Expectations**

- i) A face covering may include any cloth face covering that securely covers the nose and mouth and can be attached around the ears or the back of the head. The covering should:
  - (1) Secure under the chin and fit snugly against the side of the face
  - (2) Be secured with ties or ear loops;
  - (3) Allow for breathing without restriction; and
  - (4) Be in good condition (not damaged, torn, soiled, or frayed)

Bandanas and scarves are not as effective as face coverings and should not be used.

- ii) Temporary removal of the face covering is permitted when necessary, provided that a 6ft physical distance is maintained from others and face covering is in one’s possession ready for use at all times.

- c) **Exceptions:** Face coverings may be removed when:
- i) A person's health or safety is put at risk by the face covering requirement of this policy. Staff and volunteers should contact their ministry team leader to request reasonable modifications of this policy. **Do not judge others for not wearing a face covering. Love and kindness is important as some people may not be able to wear a face covering.**
  - ii) In settings where individuals are working alone in segregated spaces (i.e. private offices or spaces). In such cases, individuals may remove their face covering, but must put it back on if someone enters their office, workspace, etc. All individuals shall wear a face covering from the time they enter the facility, anytime they leave their workspace especially when in common areas (areas that are occupied or may be occupied by more than one person, including but not limited to hallways, stairwells, the auditorium, elevators, restrooms, lobbies, lounges, kitchens, classrooms, etc.) until they leave the facility.
  - iii) In settings where six foot social distancing from individuals of other households can be maintained.
  - iv) Eating or drinking.

**In situations where temporary removal of face coverings is permitted, individuals should still carry face coverings to be prepared to wear when no longer alone.**

**d) Enforcement**

- i) All staff, volunteers, members, and visitors are responsible for abiding by this policy. Self-policing and self-enforcement is the most effective way to ensure compliance and maximum protection of all individuals from COVID-19.
- ii) All staff and volunteers shall ensure that all members and visitors are wearing a face covering upon entry into the facility, and shall remind members and visitors to keep their face coverings on at all times while inside the facility, unless an exception applies.