

COVID-19 Guidelines for the Use of the WSUU Building and Grounds

Approved by the WSUU Board on August 9, 2021

Preface

These guidelines address COVID-19 related precautions for the use of the WSUU building and grounds by WSUU congregants and employees, and non-members attending WSUU events.

- This document does not address the use of the leased spaces by a tenant or rental groups.
- This document does not address how each group, including RE, music and worship, will work within these guidelines to deliver their programs. There are far too many scenarios to consider. For example, it doesn't address social distancing amongst children, or collection of the offering. All these programmatic decisions are outside the purview of the COVID-19 Task Force and should be handled by those with the most immediate knowledge of how to best execute those activities within the stated guidelines (WSUU staff, in consultation with relevant councils and participants).
- This document was developed in early August. We expect the guidelines to change over time. At a minimum, we intend to comply with State of Washington and King County Public Health guidelines.

These guidelines assume that:

- All persons, regardless of vaccination status, are welcome to attend WSUU services and events.
- WSUU will begin in-person worship and religious education in the building as of September 12, 2021.
- No changes will be made to the building's ventilation system.
- The COVID-19 situation is in flux and that transparency and explicit communication about expectations must be ongoing and repeated.

COVID-19 Guidelines for the Use of the WSUU building and grounds

On June 30, 2021 Washington state reopened under the Washington Ready plan. All industry sectors previously covered by the Roadmap to Recovery or the Safe Start plan (with the limited exceptions noted below) may return to usual capacity and operations. On July 26, 2021 King County and other area counties recommend all people, regardless of vaccination status, wear masks when in indoor public places.

Considerations:

- WSUU has prioritized the needs of those who may be particularly vulnerable if exposed to COVID-19 in all prior policies related to community gathering.
- Like schools and care facilities, WSUU serves a multigenerational community
- WSUU leases to a tenant that serves a population that is not yet eligible for vaccination
- Exposure to COVID-19 variants continue to pose a risk
- The WSUU building does not have an HVAC system to continuously circulate the air in the building.

Therefore, we have developed the following guidelines that apply to the WSUU building and grounds, i.e. our congregation property, to go into effect on September 1, 2021.

General Guidelines

- ❖ Our default policy is that masks are required inside our building for congregation members and visitors. If you are uncertain regarding the policy, err on the side of wearing a mask.
- ❖ If you feel sick, please stay home or go home.
- ❖ Please wash/sanitize your hands frequently, and specifically prior to or upon entering the WSUU building.
- ❖ We strongly support vaccinations for all members and visitors who are eligible.
- ❖ If you have been exposed to COVID-19 or test positive for COVID-19 and you have attended an in-person WSUU event or one in which WSUU congregants or staff were present, please notify the WSUU office at 206-935-0418 promptly of your exposure.
- ❖ Please respect physical distancing and do not hug or physically touch another person without their explicit permission. Ask before initiating physical contact.
- ❖ In all circumstances, persons of any age and vaccination status who cannot wear a mask, or cannot safely wear a mask, because of health or accessibility needs are exempt from WSUU mask wearing requirements.
- ❖ WSUU's tenant, Leaps and Bounds, requires all persons to wear a mask when in their rented space (the lower level and parking lot) during their operating hours (7:30 am - 6:00 pm Monday – Friday, and Saturday 9:00 am -12 pm).

Caring for Each Other: Wearing Masks

Inside the WSUU building

- ❖ WSUU requires the wearing of masks by **everyone regardless of vaccination status**.
Exceptions:
 - Children under two years old.
 - Persons who cannot wear a mask, or cannot safely wear a mask, because of a health or accessibility need.
 - While on the dais and physically distanced from the congregation and each other, those engaged in conducting a service may remove their mask when speaking or singing.
 - For persons who need to carry drink or food with them on a regular basis for health/access reasons, you may remove your mask as needed to consume a drink or beverage.
- ❖ WSUU employees who verify full vaccination status may work without a mask or physical distancing restrictions when alone and/or only in the presence of other WSUU employees.

Outside of the building (on the grounds of the WSUU property -- the parking lot, gardens, and entry paths)

- ❖ WSUU requests all unvaccinated persons to wear a mask if they cannot socially distance from others. Vaccinated persons have the option of whether or not to wear a mask outside.
- ❖ All persons must wear a mask when reentering the building for access to the restrooms, kitchen or public spaces.

Gathering in Small Groups at WSUU

WSUU seeks to facilitate the opportunity for small groups (defined as a group of 20 or fewer people) of members and friends of the congregation to gather in person in the WSUU building for congregational programs and meetings.

- ❖ **Small group gatherings and meetings** (inclusive of adults, youth, and children)
 - Prior to deciding to hold meeting onsite in the WSUU building, the organizer of the gathering should gather input from potential participants (and/or as relevant their parents/guardians) and assess the appropriateness of an in-person meeting or an online meeting. Priority should be given to the meeting location/format which supports the ability of all attendees to participate.
 - For meetings of a defined group, every effort should be made for all participants to have the opportunity to engage in the decision-making regarding access needs and meeting location (indoors or outdoors).
 - Meetings and small group events to be held at WSUU must be scheduled with the office and listed on the WSUU calendar. Impromptu gatherings will not be accommodated in the building.

- Entry to the building by persons not employed by WSUU must be scheduled ahead of time, either individually for a one-on-one meeting, or by a meeting organizer for a group. Scheduling and/or admittance will be at the discretion of staff.
- To enter and exit the building, please use the main level office entrance on the south side of the building. If you need to use the lift, or cannot use stairs, please contact the office ahead of arriving.
- At the conclusion of the gathering/meeting, attendees are expected to clean high touch surfaces (i.e. tables, light switches and doorknobs, etc.) in the room they are using to ensure cleanliness. Wipes will be available in all rooms.

Food and drink

❖ Inside the WSUU building

- Coffee hour will not include food and drink at this time.
- Eating or drinking at any WSUU event must take place outdoors.
- For persons who need to carry drink or food with them on a regular basis for health/access reasons, you may remove your mask as needed to consume a drink or beverage.

❖ Outside of the building (on the grounds of the WSUU property -- the parking lot, gardens, and entry paths)

- All persons are welcome to eat and drink outside the building in the gardens and parking lot.

Facility Operations

Building Cleaning

- ❖ WSUU has regularly scheduled janitorial service on Saturday evening. Additionally, the following extra precautions will be taken.
 - Hand sanitizer and wipes will be available at entry points and in meeting rooms.
 - The tenant is providing extra cleaning for the spaces they utilize.
 - At the conclusion of small group gatherings, attendees are expected to leave the room clean.

Signage

- ❖ Signs will be placed on entry doors to provide guidance on mask wearing and social distancing.

- ❖ Signage will be placed in restrooms and the kitchen to encourage hand washing.

Responding with Care

- ❖ **How will WSUU respond if a person who has been present in the WSUU building tests positive for COVID-19?**
 - ❖ WSUU encourages everyone to be proactive. To enable our community members to access testing, to get care quickly and to help prevent spreading COVID-19 to the people around them, WSUU recommends that all members, staff and attendees at WSUU events download and activate the Washington Exposure Notifications (also known as WA Notify) app <https://www.doh.wa.gov/Emergencies/COVID19/WANotify> to their smartphone. This is the state recommended tool that works through smartphones, without sharing any personal information, to alert users if they may have been exposed to COVID-19.
 - ❖ WSUU will prioritize safety. WSUU will close the building and suspend onsite activities until such time that professional janitorial staff is able to enact the deep cleaning and sanitizing outlined in the CDC cleaning guidelines (www.cdc.gov/coronavirus/2019-ncov/community/clean-disinfect/index.html).
 - ❖ Upon WSUU learning that a person who was present in the WSUU building has tested positive for COVID-19, we will notify our community of the possibility of a COVID-19 exposure. We will not share personal information or reveal the name of the person who tested positive for COVID-19 when providing such notification.
 - ❖ WSUU will cooperate with the local health department and follow their instructions regarding notification of our community with regard to a COVID-19 exposure. WSUU will not be requiring sign-in at events or perform any contact tracing independent of the local health department.