

Yonge Street Monthly Meeting
Safety Plan for Reopening in Step Three

Updated July 26, 2021

Table of Contents

1. Overview (what we're doing)
 - 1.1. What we need everyone to do**
2. Screening
3. Masking
4. Physical distancing and ventilation
 - 4.1. Traffic flow
 - 4.2. Seating layout
 - 4.3. Visiting before and after Meeting
 - 4.4. Opening windows and doors
 - 4.5. Basement occupancy
5. Cleaning
6. Signage
7. Cooperation with public health
8. How to contact the committee

1. Overview (what we're doing)

How will we ensure that all visitors to the Meeting House are able to keep themselves safe from exposure to COVID-19?

On June 27, 2021, the Meeting appointed an ad hoc committee consisting of Jeff Little, Katrina Little and Margaret McCaffrey, which is responsible for keeping up-to-date on guidance from public health. Our mandate specifically includes cleaning. We also understand our mandate to include:

- Creating and implementing policies to make it easy for individual worshipers, and the Meeting as a whole, to follow the above-mentioned guidance; and
- Ensuring that, when the Meeting House is open, there is someone on site who will make sure that these policies are followed.

The relevant guidance includes [Step Three of Ontario's Roadmap to Reopen](#), which directs us to [Ontario Regulation 364/20](#), and specific guidance from [York Region Public Health](#). One of the Meeting's responsibilities under these regulations is to have a written "Safety Plan" which is freely available to anyone who asks for it. This is that Plan, and we are circulating it by email with our weekly worship reminders, and posting it on [the Meeting's web site](#).

1.1 What we need everyone to do:

Please screen for COVID-19 before you come to worship.

- [Please click here to use the Province's screening tool](#)
- We will keep a record of everyone who attends, to enable contact tracing if needed

Please wear a mask in the Meeting House.

- Masks that cover the nose, mouth and chin are required indoors at all times
- Masks must remain in place throughout meeting, including while delivering vocal ministry
- If you have no mask, we will provide one

Please maintain a minimum 2 m distancing at all times.

- Weather permitting, please enter through the southwest door, proceed clockwise, and exit through the southeast
- Please sit in the designated spaces
- If you wish to socialise after worship, please do so outside; 2 m distancing between households is still required

Please limit occupancy in the basement to 3.

- This is to minimise risk of exposure to COVID-19 for those who need to use the washrooms

2. Screening

We will recommend the [Province of Ontario's customer screening tool](#), and have included a link to this on [the Meeting's COVID web page](#). Directing people to use this tool is known as "passive screening", meaning that we are not actively asking questions at the door and recording answers. Given that we are a small community and we know who will be attending, we feel that passive screening is sufficient.

3. Masking

Masks are mandatory indoors at all times. The exceptions that are relevant to the Meeting House are:

- Children under 2;
- A medical condition that inhibits your ability to wear a mask, including being unable to put on or remove your mask without the assistance of another

Please note that there is no exemption for being seated during worship, or for delivering vocal ministry.

We will buy spare masks and provide them for free as needed.

We encourage people to wear masks while visiting outdoors, but we will not require it.

4. Physical distancing

We are maximising distancing and separation by changing traffic flow; assigning seating during worship; limiting visiting before and after worship; opening windows and doors where possible; and limiting basement occupancy.

4.1 Traffic Flow

We are changing traffic flow by using the twin south entrances on the front of the Meeting House, rather than the main entrance on the west side. Traffic will be one-way, with worshipers entering through the southwest door, proceeding clockwise, and exiting through the southeast. We will add directional floor markers to make this clear.

The main entrance on the west side will still be unlocked for those needing the accessibility lift.

4.2 Seating Layout

We have implemented an administrative control of pre-assigned seating. A seating plan is emailed to worshipers on Friday mornings. This will ensure appropriate physical spacing, and may also provide helpful information if contact tracing becomes necessary.

We considered taking a hands-off approach to seating, and decided against this for two reasons. First, the spacing of benches and people's preferred seating locations lead us to believe that people will generally overestimate their actual distance from other worshipers, and will sit closer than 2 m if given no guidance.

Second, worship traditionally begins when the first person is seated in the worship area; this will mean that negotiations or signalling between later arrivals will be interrupting worship. We are trying to minimise distractions over seating choices in order to maximise quality of worship.

We also considered an engineering control of roping off or otherwise blocking access to some benches, and decided against it because this would only guarantee 2 m spacing in one dimension. Furthermore, some alternate rows are less than 2 m apart.

4.3 Visiting before and after Meeting

We expect that some people will want to socialise before and after worship, and we ask that this be done outside. 2 m spacing is still required outdoors. As noted previously, we encourage people to wear masks while visiting outdoors but we will not require it. Washrooms may be used before and after worship, and masks are required indoors at all times regardless of activity.

4.4 Opening Windows and Doors

Upstairs, we will maximise ventilation by opening windows and outside doors during worship. Of the 13 outside windows upstairs, we have been told that only 2 may be opened without risk of damage to the windows: the west-facing window by the library, and the centre, north-facing window in the east half (in other words, directly north of the southeast door).

4.5 Basement occupancy

We have no obvious way to improve ventilation in the basement, which includes our washrooms. The stairway / hallway / accessibility lift are also very constricted. Public health regulations allow people to pass within 2 m to negotiate hallways, etc. but this allowance is not meant to be used for waiting in a line.

In order to maximise air quality in the basement, we are going to limit the occupancy of the basement to 3 people. This will allow for one person per washroom, plus one person waiting or entering/exiting the basement. If there is more than one person waiting for the washrooms, then we will have the second and any additional people wait upstairs.

5. Cleaning

The Meeting House will be cleaned thoroughly between Meetings for Worship. If there are any concerns, please contact Margaret McCaffrey.

The Meeting has previously suspended refreshments, which eliminates many of our high-touch surfaces, eliminates risk from an exemption to mask use, reduces crowding, and reduces time spent indoors. We have no plans to reinstate refreshments in the foreseeable future.

6. Signage

We will be updating signage on all entrances, and on a table in the west half of the main level. Our new signage will list the points from section 1.1 (screening, mask usage, 2 m spacing, and basement occupancy limit).

7. Cooperation with public health

We will keep a record of everyone who attends for 30 days, to enable contact tracing. York Region Public Health has posted the following guidance:

- Employers may be notified by an employee, patron or public health if a person may have been contagious with COVID-19 while at their workplace
- York Region Public Health will work with the employee, patron and employer to identify others who may have been exposed to COVID-19 at the workplace through contact tracing
- York Region Public Health and the employer can notify exposed employees and patrons who were considered to have been in close contact with a contagious person to self-isolate for 14 days from their last exposure to the contagious person
- It is important to maintain privacy and confidentiality of the affected individual's personal information; for example, using non-identifying language to notify others that a person who was in the workplace was infected or exposed to the COVID-19 virus
- You may be asked to provide a list of names and contact information of staff, clients and patrons who may have been exposed to the contagious person

8. How to Contact the Committee

The committee members are:

Jeff Little

jeffrey.little@hotmail.com

705-879-2207

Margaret McCaffrey

mmccaffrey54@me.com

905-727-0476

Katrina Little

katrinachomko@yahoo.ca