

1U COVID Reopening Policy Framework

Effective Date: August 16, 2021

Updated: October 20, 2021

Purpose: To provide 1U members and staff with procedures to be followed in conjunction with reopening church facilities to in-person gatherings.

Scope: Protocols for gatherings in church buildings, and visitors to church office and outside spaces on campus. The use and rental of church property by outside parties will be decided on a case-by-case basis.

Foundation: The Board has based the Reopening Policy Framework on these principles

- Protecting the health and safety of our church staff, members, and friends, and our local community • Basing decisions on science
- Striving to be inclusive and loving of all people
- Having a mindset which is flexible and realizing that conditions may require changing course

The framework includes four phases which are based on health conditions in the community, primarily available on the website *CovidActNow.com*. **Note:** The availability and reliability of metrics may change and may need to be revisited.

Phases and Metrics*:

RED	ORANGE	YELLOW	GREEN
Cases: >25 new/day	Cases: 10-24 new/day	Cases: 1-9 new/day	Cases: <1 new/day
Infection Rate: >1.4	Infection Rate: 1.1-1.35	Infection Rate: 0.9-1.05	Infection Rate: <0.9
Positivity Rate: >20%	Positivity Rate: 10-19%	Positivity Rate: 3-9%	Positivity Rate: <3%

* Explanations of the three metrics are at the end of this document.

Framework re: Large Indoor Gatherings (Ex. worship & congregational meetings; 31 or more people)

Strategies	RED	ORANGE	YELLOW	GREEN	NORMAL
In person meetings	No	No	Yes	Yes	Yes
Capacity limit	NA	NA	Sanctuary – 51 Gore Hall --30	Fire Dept limits	Fire Dept limits
Physical Distance	No in person gatherings	No in person gatherings	3’ between individuals or families	No minimum distance	No minimum distance
Mask	No in person gatherings	No in person gatherings	All persons required (Except children 0 to 2)	Optional for vaccinated, required for unvaccinated (Except children 0 to 2)	No mask required
Choir Singing	Recorded	Recorded	Yes – with masks	Yes	Yes
Congregational Singing	NA	NA	Yes – with masks	Yes	Yes
Virtual broadcast	Yes	Yes	Yes	Yes	Yes
Childcare	Not available	Not available	Not provided, children welcome in large gathering	Age 5 and up	Available
Kitchen Access	Not available	Not available	By permission	Limited to 2 people at a time	No limit

Framework re: Small Group Meetings (Up to 30 people)

Strategies	RED	ORANGE	YELLOW	GREEN	NORMAL
In person meetings	No	Yes	Yes	Yes	Yes
Scheduled ahead w/ church administrator	No	Yes	Yes	Yes	Yes
Capacity limits for various rooms*	NA	Yes	Yes	Yes	No
Message read at beginning of mtg	NA	Yes	Yes	Yes	No
Physical Distance	NA	3' between individuals or families	3' between individuals or families	3' between individuals or families	No minimum distance
Masks – vaccinated persons	NA	Group decides	Group decides	Group decides	No mask required
Masks – unvaccinated persons	NA	Required	Required	Required	No mask required
Childcare	NA	Not available	Not available	Age 5 and up	Available
Kitchen access	NA	By permission	By permission	To be decided	Available

*Capacity limits for rooms when used for small group meetings:

Gore Hall (30), Room A (8), Room B (6), Assembly Room (15), Studio (12), Sanctuary (30).

Framework re: Outside

Strategies	RED	ORANGE	YELLOW	GREEN	NORMAL
Gatherings	Small gatherings only permitted	Large (30+) & small gatherings permitted	Large (30+) & small gatherings permitted	Large (30+) & small gatherings permitted	No limit
Physical Distance	6' between individuals or families	3' between individuals or families	3' between individuals or families	3' between individuals or families	No minimum distance
Mask	Optional	Optional	Optional	Optional	No mask
Singing [performance]	Recorded only	Recorded only	Singing	Singing	Singing
Childcare	Not available	Not available	Not available	Age 5 and up	Available
Kitchen access	By permission	By permission	By permission	To be decided	Available

Framework: Staff

Strategies	RED	ORANGE	YELLOW	GREEN	NORMAL
Mask – inside with others in room	Yes	Yes	Yes	Yes	No
Physical Distance – inside and outside	6'	3'	3'	3'	No requirement
Mask – outside unvaccinated	Yes	Yes	Yes	Yes	No

Definitions:

1. Cases:

Case numbers are per 100,000 population. The number is the average for the last seven days. In Florida, new case numbers are updated by the Department of Health only on Friday afternoon for the previous seven days. *CovidActNow* is updated with that information on Saturday afternoon.

2. Infection Rate:

On average, the estimated number of additional people each COVID-positive person will infect. Even if case counts are low, infection rates remaining above 1.1 indicate potentially higher rates of community transmission in the future. The higher the number, the faster the infection is spreading in the community. Rates of 0.9-1.1 indicate infection levels are static or growing very slowly. Below 0.9, cases should be declining significantly in the present time or the near future. To control COVID, the infection rate must be driven below 1.0 until the daily new cases average is below 1. At that point community spread is effectively stopped and focus will be on controlling isolated outbreaks. **In Florida, there is insufficient data reported to compute infection rates at the county level, so we use the statewide average.** *Infection rate should be considered in context with the other metrics. Daily new cases refer to the number of new COVID infections, while the infection rate represents the trend.*

3. Positivity Ratio:

The percentage of COVID PCR tests that comes back positive over the most recent seven-day period. Positivity rates between 10% and 20% cover a range from barely adequate testing (10%) to completely inefficient testing (20% or higher). Below 10%, testing results become more accurate, until they reach 2%, which then indicates a high correlation between people who test positive, and the actual number of new cases in the community.

There is a growing consensus that driving the positive test rate downwards of 3 percent should be a priority, which is why *CovidActNow* has set 3% as the threshold for GREEN.

First Unitarian Church of Orlando
COVID Policy Update – Small Groups
Effective Date: August 16, 2021

Purpose: To provide 1U members and staff with procedures to be followed in conjunction with reopening church facilities to in-person gatherings.

Scope: Protocols for **small group gatherings** in church buildings, and visitors to church office and outside spaces on campus are based on the current 1U Reopening Framework.

Small Church Group Gatherings:

1. The group will designate a Meeting Organizer who is responsible for ensuring that this policy is followed.
2. At the beginning of the meeting, the Meeting Organizer will read a “Reopening Policy Summary” to the group. Summaries are customized for each building, i.e., Sanctuary, Gore Hall and the Enrichment Center. Summaries are available at the end of this Policy and posted in each building and on the website.
3. Food & Drink: Food and food cutlery and dishes do not appear to pose a high risk of transmission for the Covid virus. Food and drink may be brought in by individual members for their own use and may be shared among group members.
 - a. Individual servings of food (ex. cupcakes) and wrapped servings are preferred over food which must be scooped from a common dish and/or divided.
 - b. When serving food to more than one person, a server should be designated to dispense the food and/or drink. The server will wear plastic gloves, if available.
 - c. For now, the kitchens in Gore Hall and the Assembly Room are not available for use.
4. The group will be responsible for room setup, clean up and breakdown.
5. Cleaning supplies will be available for use in the rooms and bathrooms.
6. Building must be secured and locked when leaving.
7. The names of attendees must be turned into the Church Administrator within 48 hours of the gathering.

Church Office and Volunteer Space

1. The health and safety of our staff remains a top priority.
2. Visitors to Church Office and Volunteer Space will wear masks and practice physical distancing as stipulated by policy
3. Meetings in the Volunteer Space will be limited to four people.

Reopening Policy Summary – Enrichment Center [as of August 16, 2021]

[To be read to the group before each small group meeting]

The Board has approved reopening of designated spaces in church buildings for use by small groups. To insure adequate social distancing, capacity is limited depending on the size of the space. For this space, the capacity is ___ people. Current CDC guidelines state 6 feet is the minimum for social distancing.

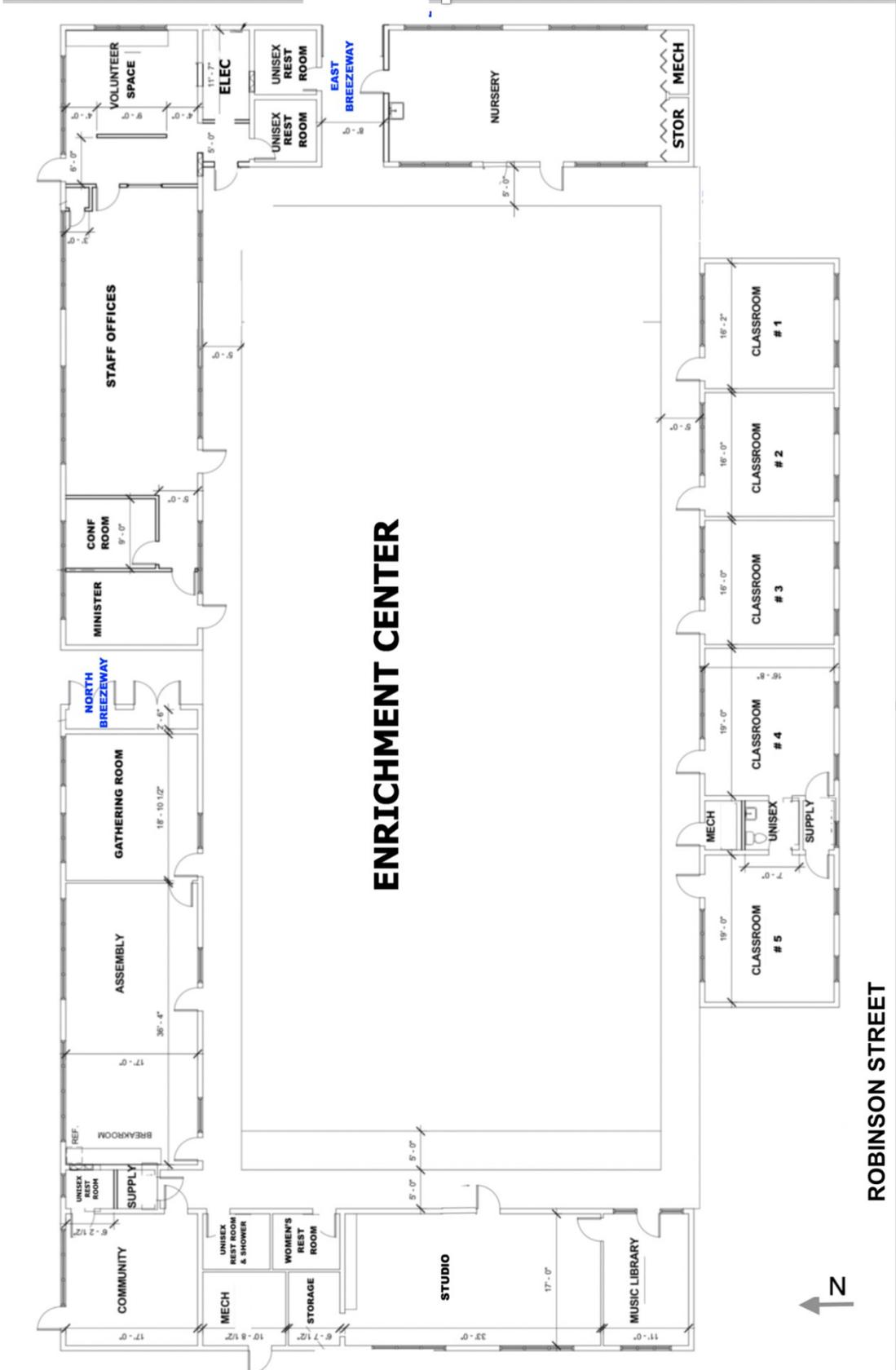
In keeping with our UU values and principles, the Board asks that we strive to be inclusive as we gather together and remain open to giving the stranger a seat in our circle. Accordingly, while those who have been **fully vaccinated** have the option of wearing masks, we want to include those who have not yet been vaccinated by asking them to wear a mask at all times in all our buildings.

In addition, please note:

1. Be sure you “sign in” with your name, phone number and e-mail address. This information is turned in to the Church Administrator to facilitate contact tracing, should that be necessary.
2. Our group is responsible for setting up our space, cleaning it to meet our needs, and returning furniture and equipment to where we found it when we arrived.
3. Cleaning supplies will be available in this space, and our restrooms.
4. Gender-neutral restrooms are available in each of our buildings. [Ask if everyone knows where they are.]
5. Food & Drink: Food and food cutlery and dishes do not appear to pose a high risk of transmission for the Covid virus. Food and drink may be brought in by individual members for their own use and may be shared among group members.
 - a. Individual servings of food (ex. cupcakes) and wrapped servings are preferred over food which must be scooped from a common dish and/or divided.
 - b. When serving food to more than one person, a server should be designated to dispense the food and/or drink. The server will wear plastic gloves, if available.
 - c. For now, the kitchens in Gore Hall and the Assembly Room are not available for use.
6. The Meeting Organizer will ensure the window blinds are closed, furniture has been returned to the appropriate location, and the restroom key is on its hook before leaving the room. After leaving, they will ensure the room is locked.
7. If we are the last group using the building, the Meeting Organizer will ensure the three restrooms accessible from the Courtyard are locked as well. [See floor plan on other side]

Capacities:

Studio	12 people
Assembly Room	15 people
Gathering Room	6 people



Reopening Policy Summary – Gore Hall [as of August 16, 2021]

[To be read to the group before each small group meeting]

The Board has approved reopening of designated spaces in church buildings for use by small groups. To insure adequate social distancing, capacity is limited depending on the size of the space. For this space, the capacity is ___ people. Current CDC guidelines state 6 feet is the minimum for social distancing.

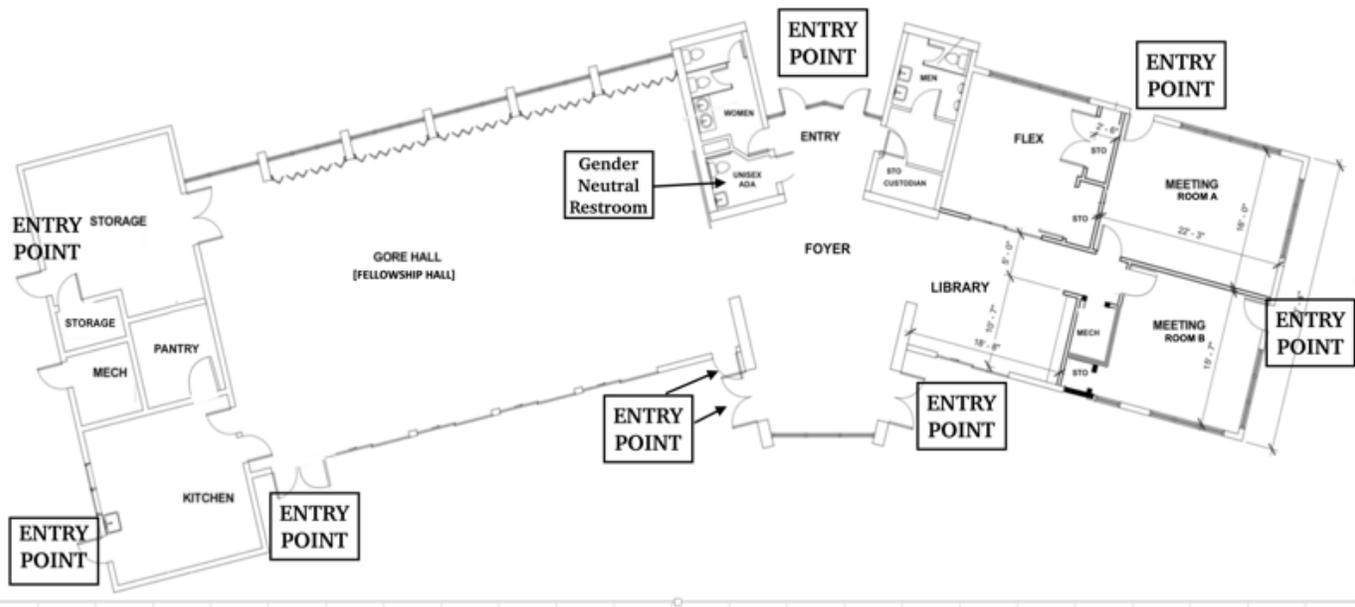
In keeping with our UU values and principles, the Board asks that we strive to be inclusive as we gather together and remain open to giving the stranger a seat in our circle. Accordingly, while those who have been **fully vaccinated** have the option of wearing masks, we want to include those who have not yet been vaccinated by asking them to wear a mask at all times in all our buildings.

In addition, please note:

1. Be sure you “sign in” with your name, phone number and e-mail address. This information is turned in to the Church Administrator to facilitate contact tracing, should that be necessary.
2. Our group is responsible for setting up our space, cleaning it to meet our needs, and returning furniture and equipment to where we found it when we arrived.
3. Cleaning supplies will be available in this space, and our restrooms.
4. Gender-neutral restrooms are available in each of our buildings. [Ask if everyone knows where they are.]
5. Food & Drink: Food and food cutlery and dishes do not appear to pose a high risk of transmission for the Covid virus. Food and drink may be brought in by individual members for their own use and may be shared among group members.
 - a. Individual servings of food (ex. cupcakes) and wrapped servings are preferred over food which must be scooped from a common dish and/or divided.
 - b. When serving food to more than one person, a server should be designated to dispense the food and/or drink. The server will wear plastic gloves, if available.
 - c. For now, the kitchens in Gore Hall and the Assembly Room are not available for use.
6. The Meeting Organizer will ensure the window blinds are closed and furniture has been returned to the appropriate location before leaving the space.
7. If we are the last group using the building, the Meeting Organizer will ensure that all entry points to the building are locked. [See map on the other side of the page]

Capacities:

Fellowship Hall	30 people
Meeting Room A	8 people
Meeting Room B	6 people



The Meeting Organizer will enter Gore Hall at the Kitchen entrance on the west side, using the code, and then will open the Foyer entry doors facing the parking lot. After all meeting participants have arrived, the Foyer entry doors will be locked. If the group is the last one to leave the building, the Meeting Organizer will check all three restrooms to be sure no one is still in the building, and then make sure that all entry points on the floor plan above are locked before leaving the building through the kitchen and be sure the kitchen door is locked as they leave.

Reopening Policy Summary – Sanctuary [as of August 16, 2021]

[To be read to the group before each small group meeting]

The Board has approved reopening of designated spaces in church buildings for use by small groups. To insure adequate social distancing, capacity is limited depending on the size of the space. For the Sanctuary, the capacity is 30 people. Current CDC guidelines state 6 feet is the minimum for social distancing.

In keeping with our UU values and principles, the Board asks that we strive to be inclusive as we gather together and remain open to giving the stranger a seat in our circle. Accordingly, while those who have been **fully vaccinated** have the option of wearing masks, we want to include those who have not yet been vaccinated by asking them to wear a mask at all times in all our buildings.

In addition, please note:

1. Be sure you “sign in” with your name, phone number and e-mail address. This information is turned in to the Church Administrator to facilitate contact tracing, should that be necessary.
2. Our group is responsible for setting up our space, cleaning it to meet our needs, and returning furniture and equipment to where we found it when we arrived.
3. Cleaning supplies will be available in this space, and our restrooms.
4. No food will be consumed in the Sanctuary.
5. Gender-neutral restrooms are available in each of our buildings. [Ask if everyone knows where they are and where the water fountain is.]
6. Food & Drink: Food and food cutlery and dishes do not appear to pose a high risk of transmission for the Covid virus. Food and drink may be brought in by individual members for their own use and may be shared among group members.
 - a. Individual servings of food (ex. cupcakes) and wrapped servings are preferred over food which must be scooped from a common dish and/or divided.
 - b. When serving food to more than one person, a server should be designated to dispense the food and/or drink. The server will wear plastic gloves, if available.
 - c. For now, the kitchens in Gore Hall and the Assembly Room are not available for use.
7. The Meeting Organizer will ensure the furniture has been returned to the appropriate location before leaving the space.
8. If we are the last group using the Sanctuary, the Meeting Organizer will ensure that all entry points to the building are locked. When exiting through the Foyer entrance, be sure the both the top and bottom of the door are secure with the frame. Sometimes the top is finicky. [See map on the other side of the page]

