**St. Jude Parish**

**Covid-19 Operating Plan**

**(within the Guidelines of the Diocese of Kamloops)**

**I. General Principles**

1. All parish activities **will always observe the directives of the provincial health authority**, especially regarding physical distancing and sanitizing.
2. Resuming public Masses will take place in strict accord with all the health directives given by the Province’s health authorities regarding the number of people allowed at a gathering. The **maximum number of 50** currently permitted **includes the priest**, liturgical ministers, musicians, livestream videographers and anyone else present during Mass.
3. All those attending Mass do so at their own risk. It is important for individuals and families to take responsibility for protecting themselves and others.
	1. The following ***must* stay home** for the sake of the wider community:
		1. People with COVID-19 or who live with someone with COVID-19.
		2. People who have been exposed to someone with COVID-19.
		3. The sick, including those with even the slightest symptoms or feelings of sickness, especially if with upper respiratory or flu-like symptoms.
		4. Those who have recently travelled outside of Canada.
	2. The following are **encouraged to stay home** for the sake of the wider community:
		1. People who live with someone with upper respiratory or flu-like symptoms.
		2. People, especially the elderly, with underlying or comprised medical conditions.
		3. Family members who live with elderly people or those who are at risk
4. A priest with a respiratory infection of any kind **must *not* celebrate Mass publicly** or administer the Sacraments. The same holds for **other ministers** who might serve at Mass (deacon, readers, music etc.). **Singing is to be carefully regulated due to danger of spreading the virus.**
5. All the faithful in the Diocese of Kamloops **remain dispensed from the obligation to attend Sunday Mass during this initial reopening phase**. Furthermore, they are *not* required to attend a weekday Mass in place of the Sunday Liturgy.
6. If possible, livestreaming/**recording of Masses from parishes should continue as long as the dispensation from the obligation to attend Sunday Mass remains in force.**
7. Social gatherings before or after Mass (including coffee and goodies) **will not** take place at this phase of reopening.

**II. Preparing Parishioners for Reopening**

***Communication and determining the 49-person maximum (priest excluded)***

1. **Parishioners will sign up to attend a specific Mass at a specific time (Saturday or Sunday)**. **They may not attend at another time**; nor should they sign up for more than one time.
2. **A database record of the contact information** of those who attend each Mass will be retained so that, in the case of an individual who tests positive for COVID-19, the parish will be able to assist public health officials with tracing by contacting everyone who may have been exposed.

***Volunteers***

1. Many of a parish’s most committed volunteers are particularly susceptible to the COVID-19 virus because of their age and other pre-existing health conditions. We **have a “duty of care” to protect them** from all undue harm. This includes providing protective items such as masks, gloves, sanitizers.
2. Some parishes may be able to establish an early morning weekday Mass for older parishioners who insist on attending.
3. **Ushers and greeters will need to be masked, identified by badges or other means**, and able to interact with the faithful while still maintaining physical distancing. **They will have a copy of a “check list” for confirming that those arriving have signed up** and that their contact information is available.
4. **Usher/greeters will offer hand-sanitizing (Spraying the disinfectant into people’s hands).** **Individuals will not be allowed to use the bottled sanitizers themselves, as this increases the risk of spreading the virus**.

***Physical Distancing***

1. Physical distancing is to be observed everywhere on the church property (in the church, on the steps, in the parking lot, etc.); that is, **close contact with those outside one’s household must not be within two metres of another person**.
2. The Offertory Procession **will be omitted**.
3. **People are not to gather in the vestibule or near the doors of the church before or after Mass**. *If* the priest wishes to greet parishioners after Mass, physical distancing must be maintained and wearing a face mask should be considered.

***Use of Masks***

1. **Use of face masks/coverings by parishioners at Mass and around the church is recommended**, following the recommendations of provincial health authorities.
2. **All ushers and greeters will be required to wear face masks when performing their duties**

**III. Preparing the Church Building for Reopening**

***Signage***

1. **Signs will be placed on church doors** to indicate the Mass schedule and provide a telephone number and email address for people wanting to attend Mass who may not have yet signed up.
2. **Physical distancing guidelines have been posted on the church doors and elsewhere inside the church.**

***Entrances and Exits***

1. **The main right-hand entrance will be the only entrance propped open** and will be accessible to all **signed up parishioners** including those with wheelchairs. **An** **usher will be responsible to control the overall number of people entering and to provide for their proper sanitation with a hand sprayer sanitizer, used only by the usher/greeter**.
2. **All parishioners will exit Mass** using the **far right sets of doors, which will be propped open just before the end of Mass** by a designated usher.
3. Ushers **stationed in the church foyer** will monitor those who enter, checking off their names on a list provided, as well as reminding them of the requirement for physical distancing of two metres. **Members of a single household may enter, sit and exit together, since they do not need to practice physical distancing with each other.**
4. Once the maximum **of 49 persons** in the church is reached, **no one else may enter.**

***Seating***

1. Restricted seating to **every second pew**, to maintain physical distancing, has been **clearly marked on the pews which are available**. Pews which are unavailable have been closed off with painter’s tape.

***Use of Restrooms and Cry Rooms***

1. Only the main washroom will be available, and **only in the case of emergency**. The second washroom in the Crying room will be locked. The **crying room will also be unavailable.**

***Cleaning and Sanitizing/Disinfecting***

1. An adequate stock of hand sanitizers and other cleaning supplies, including disposable gloves for cleaners, will be available at the time of reopening.
2. Hand sanitizing should take place near the entrance to the church for those coming to Mass. **A greeter or usher wearing a mask will spray the hands of those entering.**
3. Designated Volunteers **must clean and sanitize the pews and other commonly touched surfaces, as well as restrooms, immediately after every Mass.**

***Materials***

1. Individual bulletins should not be distributed at Mass, unless they are handed out individually by a glove-wearing usher/greeter, who is masked and remains at arm’s length.
2. All paper and other loose printed items have been covered with a table cloth.
3. All hymnals, pew cards, and other loose items in the pews have been removed, in order to facilitate cleaning.
4. Long-handled collection baskets will be used, to avoid parishioners touching and passing a basket

***Other Considerations***

1. Holy Water and Baptismal **fonts will remain empty**.
2. In areas where the faithful will stand in line (for example, waiting to receive Holy Communion), **tape has been placed on the floor to indicate proper two-metre spacing between persons.**
3. **Only the priest distributes Holy Communion on the hand** with a protective shield.
4. Readers? Missalettes?