

Parking Lot and Outdoor Space Usage Requirements and Guidelines

In order to comply with state guidelines and prioritize the safety of our community, groups requesting to use the Lakeside Presbyterian Church (LPC) Parking Lot or Courtyard are asked to comply with the below social distancing and cleaning requirements and are required to fill out our agreement form, which includes appointing a compliance “officer” for the group. For further information, see the guidelines laid out by the Commonwealth of Kentucky for businesses and places of worship for Healthy at Work: Phase 1.

Social Distancing Requirements

- Groups conducting drive-in events in our parking lots should ensure that participants remain in their vehicles and not socialize through their vehicle windows, except at a distance of more than six (6) feet. Attendees should turn off their vehicles to avoid idling and protect everyone’s health.
- Participants who exit their vehicles should maintain social distance between household units of at least six (6) feet.
- Groups should ensure, to the greatest extent practicable, that participants wear coverings (e.g., cloth mask or bandana) over their mouths and noses while attending events outside of their vehicles. CDC guidelines on proper use of PPE can be found at: <https://www.cdc.gov/coronavirus/2019-ncov/downloads/DIY-cloth-face-covering-instructions.pdf>. LPC will not be providing individual PPE to outside groups.
- Groups should consider taking participants’ temperatures and asking about signs of illness before allowing them to participate outside of their vehicles. If they do take temperatures, they should consider using a non-contact thermometer or thermal imager. If a group must use a standard oral/aural thermometer, consider having the participant take their own temperature and relay the information to maintain social distancing and sanitize the thermometer after each use.
- Groups should not allow individuals with elevated temperatures (100.5 degrees Fahrenheit or above) or signs of illness (coughing, shortness of breath, sneezing) to attend in-person gatherings. Groups should direct those having symptoms of COVID-19, as well as people who have had close contact with a person who has symptoms like dry cough, chest tightness, and/or fever, to refrain from participating in any aspect of in-person gathering. Groups should encourage symptomatic persons to stay at home or seek immediate medical care or want to be tested.
- Groups should not provide communal food or beverages.
- Because of the requirement to socially distance at least six (6) feet apart, groups should refrain from the practice of handshaking, handholding, or hugging.

- Groups should encourage those at higher risk for severe illness per CDC guidelines not to attend in-person gatherings. These guidelines are available at: <https://www.cdc.gov/coronavirus/2019-ncov/faq.html#Higher-Risk>.
- Contact Notification:
 - Groups must be prepared to assist public health officials if a participant tests positive or becomes exposed to COVID-19. More information about Contact Notification can be found at <https://govstatus.egov.com/ky-healthy-at-work>.
 - Groups must notify LPC if a participant who used our space has tested positive or become exposed to COVID-19 so that the church can take appropriate cleaning measures.

Cleaning and Disinfecting Requirements

If groups are interested in having the Lakeside Carriage House bathroom available for their outdoor gatherings, they will be required to clean and sanitize pertinent Carriage House space. The cleaning procedure includes:

- Cleaning and sanitation of frequently touched surfaces with appropriate disinfectants, following the instructions laid out by the CDC here: <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>.
- Groups must ensure restrooms are only used by one person at a time and all portions that are regularly touched (e.g., door, sink, and toilet handles) are appropriately disinfected after each use.
- LPC will provide:
 - sufficient waste baskets and liners
 - three hand-washing stations, each supplied with soap (kitchenette sink plus two bathroom sinks)
 - Appropriate disinfectant and spray bottle
 - Gloves
 - Paper towels
- Groups are asked to provide their own:
 - hand sanitizer
 - disinfectant wipes
 - tissues
 - temperature taking device
- Groups should remove their own trash upon leaving the space, depositing it into

the bins provided at the side of the main church building.

Safety Officer

To ensure accountability for groups using our space, we ask that each group appoint one named participant or leader as a “Safety Officer.” This person will be responsible for your group’s compliance with LPC and Kentucky guidelines. They will:

- Demonstrate that they have read and understood all requirements and guidelines listed in this document
- Demonstrate that they have been trained to clean and sanitize our space based on CDC guidelines found here: <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>
- Be responsible for holding individual participants in their events accountable to LPC’s requirements (ie ensuring that all participants wear face coverings).
- Be responsible for contact notification should that need arise.

For the LPC office to proceed with scheduling your group in our outdoor space, we must have on file a completed “[LPC Building Usage Form](#)” and a completed and passed “[Safety Officer](#)” quiz.