
By this everyone will know that you are my disciples, if you have love for one another.

- John 13:35

This document outlines Lakeside Presbyterian Church's (LPC) plan to navigate the progression of worshiping, learning and serving from the current "Healthy at Home" environment to what will hopefully resemble the conditions that we enjoyed prior to the COVID-19 outbreak. The conditions and guidelines specified by the Commonwealth of Kentucky, the CDC, and local health authorities are used as guideposts for development of this plan. Although our actions will not violate requirements stipulated by any government agency, we do not feel compelled to tether our progress to any government strategy. We are also guided by our PC(USA) Office of General Assembly and mid-councils.

This plan balances our need for in-person fellowship and our duty to provide a safe environment. The plan contemplates several levels. Ideally, we will progress sequentially through those levels in order. However, we must be prepared to revert to "lower" levels in the event that conditions dictate.

Once approved by Session, our committee recommends that the following communications are shared with the congregation:

1. A summary version of this plan in the form of a letter
2. A summary version in the form of an announcement during our next online worship service
3. Regular updates as to the progress through the weekly email from church and during the online worship service announcements

Additionally, our committee recommends that we regularly take the pulse of the congregation in the form of online surveys.

The Commonwealth of Kentucky provides multiple guidelines pertinent to LPC:

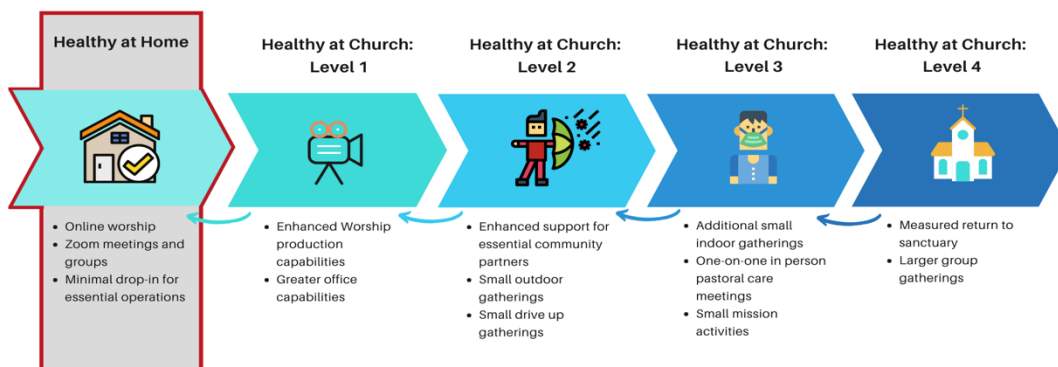
- Places of worship are expected to meet the Healthy at Work Requirements, attached as **Appendix A** and available here: https://govsite-assets.s3.amazonaws.com/PuhOv-vxS0yUyiIXbwvTN_2020-7-10%20-%20Minimum%20Requirements.pdf (updated July, 2020).
- Places of worship are expected to meet the additional guidelines from "Guidelines for Places of Worship", attached as **Appendix B** and available here: https://govsite-assets.s3.amazonaws.com/r00brFxT12TJkofBUZUh_Healthy%20at%20Work%20Reqs%20-%20Places%20of%20Worship%20-%20Final%20Version%202.0%20Final.pdf

The CDC regularly updates their safety guidelines. These are also referenced throughout the document:

- https://www.cdc.gov/coronavirus/2019-ncov/community/pdf/Reopening_America_Guidance.pdf
- https://www.cdc.gov/coronavirus/2019-ncov/community/faith-based.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fphp%2Ffaith-based.html

LPC Levels Defined

Healthy at Home

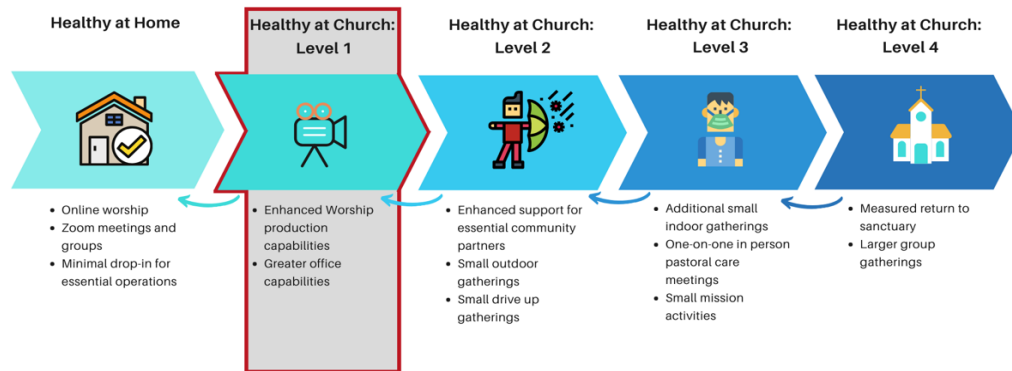


In response to the COVID-19 outbreak, LPC implemented the Healthy at Home guidelines that we follow today.

During the current Healthy at Home level, LPC's practices include:

- Online worship services only
- All small groups, classes, and committees meet online
- Minimal, drop-in staffing for essential operations only (mail processing, minimal building maintenance, weekly filming sessions with only two people)

Healthy at Church Level 1



Healthy at Church Level 1 provides enhancements to Healthy at Home practices and allows the administrative offices to open in a limited capacity. As with all levels, those who are at risk or exhibiting COVID related symptoms (such as a fever or cough) should remain safely at home.

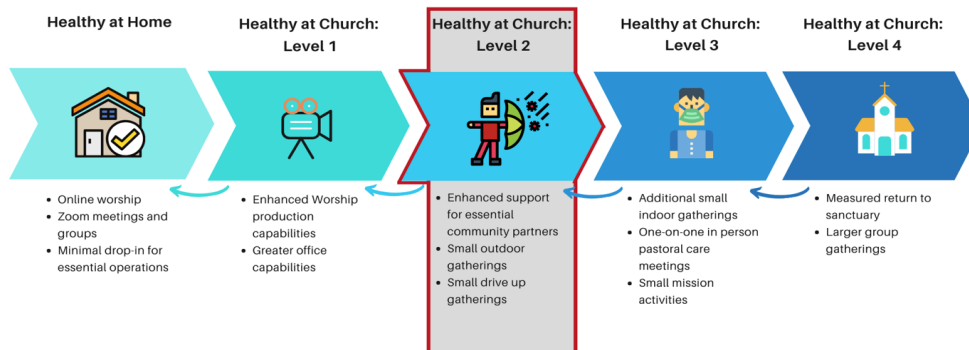
In addition to the practices of Healthy at Home, LPC plans to implement the following practices during Healthy at Church Level 1:

- Online worship recording enhancement:
 - Introduction of small group recordings while maintaining at least 6 ft of space between people with masks.
 - Musical group requirements will be defined by Director of Music
- Greater office capabilities as needed
 - When in-person meetings are required, participants would maintain appropriate social distancing and wear masks. As always, those at risk or exhibiting symptoms should remain home.

For LPC to progress to Healthy at Church Level 1, the following parameters must be met:

- Kentucky guidelines and requirements to proceed must be satisfied. (See Appendices A and B)

Healthy at Church Level 2



Healthy at Church Level 2 builds on the prior levels, while allowing small groups to begin meeting on the LPC campus outside the main building. We will prioritize groups and gatherings that rely on in-person interaction to achieve their basic emotional and spiritual support goals. As with all levels, those who are at risk or exhibiting COVID related symptoms (such as a fever or cough) should remain home.

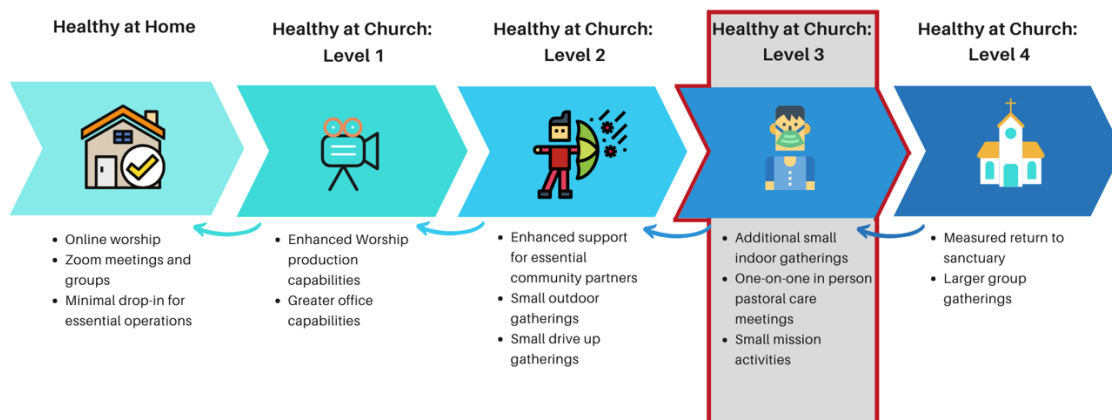
In addition to the practices of Healthy at Home & Healthy at Church Level 1, LPC plans to implement the following practices during Healthy at Church Level 2:

- LPC and outside group use of the Carriage House, limited to 33% of Carriage House capacity. We are developing specific requirements for such meetings. Requirements could include:
 - All participants wear face masks at all times.
 - The gathering group appoints volunteers to monitor adherence to guidelines.
 - Groups will ensure that bathrooms are cleaned after they have been used following the directions posted in the restrooms with sanitization aids supplied by the church.
 - Groups will have volunteer safety officers trained to meet sanitization criteria.
- Small outdoor gatherings while maintaining social distance. We are developing specific requirements for such meetings. Requirements could include:
 - All participants wear face masks at all times.
 - The gathering group appoints volunteers to monitor adherence to guidelines.
 - Groups will ensure that bathrooms are cleaned after they have been used following the directions posted in the restrooms with sanitization aids supplied by the church.
 - Groups have volunteer safety officers trained to meet sanitization criteria.

For LPC to progress to Healthy at Church Level 2, the following parameters must be met:

- Kentucky, the CDC, and local health authorities' criterion have been met (see Appendices A and B).
- Carriage House Usage Requirements have been developed. Such requirements will cover:
 - Cleaning and sanitizing: We have developed and trained for cleaning procedures for all building space to be used (with particular emphasis on a plan for bathroom use, wherein cleaning must occur after each use).
 - Clear space guidance: We have specified and/or marked our Carriage House to indicate appropriate social distancing parameters.
 - Written guidelines: We have developed written guidelines to which any outside groups must agree prior to meeting on the LPC campus.
 - PPE: Written guidelines will include the required use of the appropriate PPE during meetings in the Carriage House.
- Parking Lot and Outdoor Usage Requirements have been developed. Such requirements will cover:
 - Cleaning and sanitizing: We have developed cleaning procedures and trained volunteer safety officers in these procedures for all restroom space to be used (with particular emphasis on a plan for bathrooms, wherein cleaning must occur after each use).
 - Clear space guidance: We have specified and/or marked our parking lot and outdoor spaces to indicate appropriate social distancing parameters and instructions for restroom use.
 - Written guidelines: We have developed written guidelines to which any outside groups must agree prior to meeting on the LPC campus.
 - PPE: Written guidelines will include the required use of the appropriate PPE during meetings in the Carriage House.

Healthy at Church: Level 3



Healthy at Church Level 3 builds on the prior levels, while allowing additional small groups to begin meeting on the LPC campus inside the main building, one-on-one in-person pastoral care meetings on the LPC campus and small mission activities sanctioned by LPC on the LPC campus and throughout the community. As with all levels, those who are at risk or exhibiting COVID related symptoms (such as a fever or cough) should remain home.

In addition to the practices of Healthy at Home & Healthy at Church Levels 1 & 2, LPC plans to implement the following practices during Healthy at Church Level 3:

- LPC and outside group use of the main building, limited to no more than 33% of the room's capacity as defined by the local Fire Marshal. Requirements for these meetings will include:
 - All participants wear face masks at all times.
 - The gathering group appoints volunteers to monitor adherence to guidelines.
 - Groups will ensure that bathrooms are cleaned after they have been used, following the directions posted in the restrooms with sanitization aids supplied by the church.
 - Groups will have volunteer safety officers trained to meet sanitization criteria.
- One-on-one pastoral care meetings on the LPC campus. Requirements will include:
 - All participants wear face masks at all times.
 - One or two members of the pastoral staff and/or deacons or Stephen ministers may attend.
 - Multiple (up to five) members of the same household family unit may attend.
 - Pastoral staff has full authority to decide whether or not the meetings should take place.
 - Groups will ensure that bathrooms are cleaned after they have been used, following the directions posted in the restrooms with sanitization aids supplied by the church.
 - Groups will have volunteer safety officers trained to meet sanitization criteria.
- Small mission and fellowship activities sanctioned by LPC. Requirements will include:
 - For activities on the LPC campus, the requirements of LPC and outside group use of the main building will apply.
 - For activities outside of the LPC campus, the facility hosting the activity will make best efforts to meet the requirements of inside or outside meetings on the LPC campus described in these guidelines.

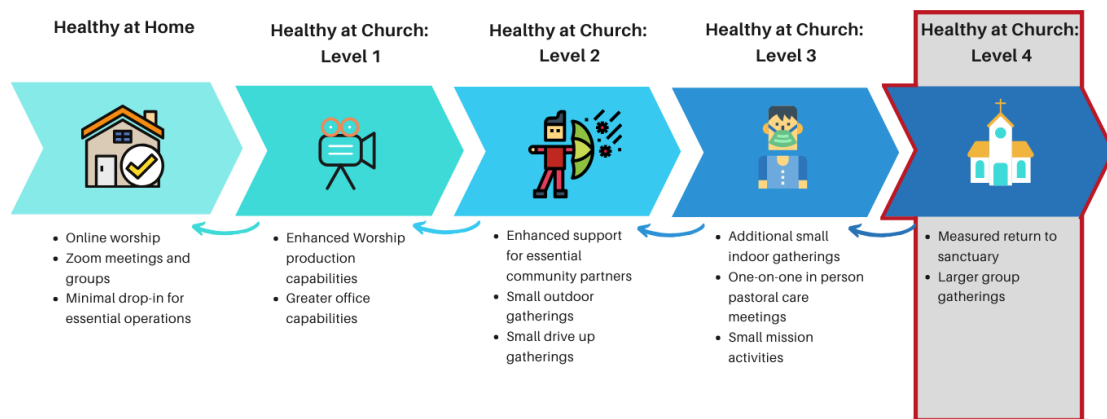
For LPC to progress to Healthy at Church Level 3, the following parameters must be met:

- Kentucky, the CDC, and local health authorities' criterion have been met (see Appendices A and B).
- Main Building Usage Requirements have been developed. Such requirements will cover:
 - Cleaning and sanitizing: We have developed cleaning procedures and trained volunteer safety officers in these procedures for all building space to be used (with

particular emphasis on a plan for bathrooms, wherein cleaning must occur after each use).

- Clear space guidance: We have specified and/or marked the main building to indicate appropriate social distancing parameters.
- Written guidelines: We have developed written guidelines to which any outside groups must agree prior to meeting on the LPC campus.
- PPE: Written guidelines will include the required use of the appropriate PPE during meetings.

Healthy at Church: Level 4



Healthy at Church: Level 4 builds on previous levels, offering increased return into our sanctuary space. As with all levels, those who are at risk or exhibiting COVID related symptoms (such as a fever or cough) should remain home.

In addition to the practices of Healthy at Home & Healthy at Church Levels 1, 2, & 3, LPC plans to implement the following practices during Healthy at Church Level 4:

- Open the LPC sanctuary space for worship and other appropriate gatherings, with the following requirements:
 - Limiting occupancy of the sanctuary to ensure social distancing (not to exceed 33% of the room's capacity as defined by the local Fire Marshal). These numbers will include staff and volunteers.
 - Monitoring building entries and exits of all people attending each gathering, including staff and volunteers
 - When possible, LPC will administer online registration for each gathering to ensure space availability for attendees.
 - Those attending events in the sanctuary acknowledge by RSVP or signing in that they will abide by, and practice, the guidelines set forth by Lakeside.

Also, those attending acknowledge Lakeside cannot guarantee a 100% risk free COVID 19 environment.

- Attendees who are not part of the same immediate household must be seated at least 6 feet apart. Pews and seating will be appropriately marked to guide distancing.
- All participants wear face masks at all times, with the following exceptions:
 - Children ages 0-2 should not wear a face mask
 - Leaders may remove masks while speaking if protected by appropriate barriers, like clear plexiglass, or separated from others by at least 27 feet
- There will be no-touch temperature screenings, ensuring that no attendees have a temperature over 100.4⁰
- Each gathering includes appointed volunteers to monitor adherence to guidelines.
- Worship will exclude communal singing
- Worship will encourage 'no touch' passing of the peace and blessings to each other, eliminating handshakes and hugging and maintaining social distancing.
- There will not be communal gathering pre or post service (e.g., coffee hour)
- There will be no passing of communal items, such as offering plates or fellowship pads
- Hymnals and other items will be removed from pews and staff and volunteers will do everything possible to maximize touch-free participation
- Communion elements may be offered in individual prepackaged containers
- Any childcare services will follow the latest KY guidelines for childcare facilities
- Leadership will ensure sufficient time between services to allow for appropriate sanitization
- Those attending will be encouraged to clean bathrooms after use, following the directions posted in the restrooms with sanitization aids supplied by the church.
- Appropriate cleaning and disinfecting will occur between each gathering, including disinfection of heavy transit areas and high-touch surfaces (e.g., door-knobs)
- If Lakeside learns that an individual with COVID-19 attended a service or otherwise entered the church, it shall conduct a deep cleaning and disinfecting consistent with the Centers for Disease Control guidance and notify appropriate authorities

For LPC to progress to Healthy at Church Level 4, the following parameters must be met:

- Kentucky, the CDC, and local health authorities' criterion have been met (see Appendices A and B).
- Sanctuary usage procedures have been developed. Such procedures will cover:

- Cleaning and sanitizing: We have developed cleaning procedures and trained volunteer safety officers and staff in these procedures for sanctuary space to be used.
- Clear space guidance: We have specified and/or marked the main building to indicate appropriate social distancing parameters.
- Leadership training: we have identified and equipped sufficient volunteers to monitor and guide participants
- Logistical requirements, such as registration procedures, have been met.