

Reformation Lutheran Church

102 W. Rose Tree Rd., Media, PA 19063
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PROCEDURES FOR THE PANDEMIC
GUIDELINES FOR SERVING OUR NEIGHBORS ACTIVITIES

1. All service activities occurring at Reformation will follow the Reformation *Guidelines for Groups Using Church Building*.
2. All volunteers on-site at Reformation are required to sign and date the Reformation *COVID-19 Precautions Agreement for Individuals*. A designated Reformation leader will be responsible for returning completed forms to the church office.
3. The designated Reformation leader will record the attendees, day, time, and location (off-site) or area used (on-site) of the service.
4. For off-site service activities, Reformation volunteer and staff leaders will secure information pertaining to COVID-19 compliance guidelines and expectations for volunteers for specific sites and service. A designated Reformation leader will be responsible for compliance with guidelines by all Reformation volunteers during the time of service.
5. For off-site service activities, volunteers will rendezvous in the parking lot and not be entering the church. Volunteers will not be carpooling to the site. Bathroom use should be limited and anyone who uses the bathroom in the building must complete a *COVID-19 Precautions Agreement for Individuals*.
6. A designated Reformation leader will ensure a COVID-19 health and hygiene supply kit is available and transported to site of service. The kit will include masks, hand sanitizer, gloves, an EPA approved disinfecting wipe or spray, paper towels, and small trash bags.
7. A designated Reformation leader will ensure the return of the disinfected supply kit to Reformation.
8. A designated Reformation leader will take an inventory of the health and hygiene supply kit and inform the church office when new supplies are needed.
9. These guidelines will be modified as circumstances dictate.