

WHC Wellness Policy

Last Updated: Sunday, December 13, 2020

Policies for ALL in-person gatherings...

- If you are sick, or if someone in your household is sick, do not gather in-person.
 - If it is verified that the illness is not COVID-19, wait 48 hours after illness before returning to in-person gatherings.
- If you have COVID-19 symptoms, contact your doctor and follow their directions before returning to the campus or to any church in-person gatherings.
 - [Find COVID-19 symptom list here.](#)
 - If you have COVID-19 symptoms and choose to not contact your doctor or get tested, treat the illness like you tested positive and follow those guidelines for returning.
- If you have tested positive for COVID-19, or been exposed to someone who tested positive for COVID-19, [follow the CDC guidelines before returning to any in-person gathering.](#)
 - [Find definitions of COVID-19 exposure here.](#)
 - Note: the CDC has released guidance for being able to return to in-person gatherings sooner than 14 days in some cases. If you are able to return sooner per these guidelines, please continue to take extra precautions when around others to limit the spread of illness and chance of exposure until after 14 full days. [Find the guidelines and risks for returning sooner here.](#)
- Keep your hands clean, respect the physical distancing of others, and limit physical contact.
- All in-person gatherings may be postponed or cancelled at any time, and the campus or areas of the campus may be closed at any time, per the discretion of Western Hills' leadership.

Small Groups (in-person):

- Small groups are welcome (not required) to meet in-person when reasonable.
 - Groups should follow the policies for all in-person gatherings.
 - Groups should be ready to move to video call meetings if illness or exposure spikes in their group.
 - Groups should work to include members via video call if they cannot attend in-person due to illness or exposure. No one left behind.
- Groups should carefully consider how they will work together to limit exposure and illness.
 - [Find CDC recommendations here.](#)
- Small groups may work with our office staff to reserve space to meet on campus.

Church Auditorium & Services:

- Policies for all in-person gatherings should be met.
- Masks are required in the safety zone unless you are seated in your seat.
- No physical contact in the safety zone.
- Outside the safety zone, staff and volunteers are required to wear a mask unless seated in their seat. All others are encouraged to wear a mask when moving around the facility.
- Outside the safety zone, careful consideration should be given to how physical contact or close contact can increase the spread of illness and exposure to COVID-19.
- High contact surfaces will be disinfected shortly after each service (per deacon checklist).

Events on the Church Campus:

- Policies for all in-person gatherings are required, and those policies must be published so that everyone invited is aware of the in-person gathering policies.
- A COVID-19 policy must be submitted and approved for each event before the on-campus event is approved and added to the calendar. COVID-19 special event policies must be approved by the senior pastor, associate senior pastor, or the trustees.
- If drinks or food are to be served, the policies for drinks and food must be met.
- High contact surfaces must be disinfected shortly after the event (per deacon checklist).
- If the event is not a Western Hills Church event...
 - The event must be hosted by an active member of Western Hills Church who will honor the COVID-19 policy established for the event.
 - The group size must be no larger than 50 people (possible exceptions for weddings & funerals, must be evaluated case by case).
 - The group will pay a \$50 disinfecting fee in addition to any other facility use costs.
 - We reserve the right to decline any campus use for any reason without explanation.
 - We reserve the right to cancel any event for any reason without explanation.

Church Programs:

- Ongoing church programs must create COVID-19 policies for their program that are approved before they resume. These programs include (but are not limited to):
 - Children
 - Men
 - Choir / Music
 - Students
 - Women
 - Coffee Corner
- All program participants must be made aware of the COVID-19 policies for the program.
- If drinks or food are served, the policies for drinks and food must be met.

Kitchen Use:

- Kitchen use must be approved in advance by our church offices.
- Masks and washing in are required when using the kitchen for any reason.
- When preparing food or drinks, gloves are always required in the kitchen.
- The maximum kitchen capacity is six people.
- High contact areas must be disinfected before and after each use (per deacon checklist).
- Policies for preparing and serving food and drinks must be met.

Court and Playground Use:

- The basketball courts and playground area are open for standard use – play at your own risk.
- COVID-19 notices and guidelines must be posted within the fenced area.

Church Offices and Staff

- Church offices are open for standard hours of operations.
- Shared high contact areas should be disinfected regularly (per deacon checklist).
- Office staff, volunteers, and visitors must meet the guidelines for all in-person gatherings to be in the office area.
- Staff members may work with their supervisor to arrange working remotely as needed.
- If office staff tests positive for COVID-19, or someone in their household is positive, they will be asked to remain off work and follow doctor/CDC guidelines. They may work from home if possible, but while at home they will receive pay up to 14 days while out. If additional time/pay is needed, please consult supervisor while following guidelines for a safe return.