



## **GSLC Outdoor Gathering Guidelines**

To conduct our ministry and safely serve our members GSLC will allow small gatherings to use the church's outdoor areas. Leaders should plan gathering to avoid need for building access or use of church chairs or other interior equipment. Requests for groups to meet outdoors must be made to and approved by the church staff. Each group shall designate a leader responsible for preparation, conduct and follow-up.

### **Scheduling**

The church staff will inform and coordinate with other individuals or groups that may be planning to use the building at the same time.

### **Before the event**

- Good Shepherd staff (or designate) will...
  - Notify the staff of the planned event
- The designated leader will...
  - Send an email asking attendees to review the GSLC health guidelines (find them at [www.gslcva.org/news-resources/forms-documents](http://www.gslcva.org/news-resources/forms-documents)) and NOT attend if they exhibit symptoms of COVID-19 or have been exposed to others who have COVID-19 within the previous 14 days.
  - Make certain the attendees understand that no restroom facilities will be available
  - Arrange for attendees to provide their own chairs as needed
  - Arrange for hand sanitizer to be available

### **During the event**

- The designated leader will...
  - Take attendance by recording first and last names of each attendee as well as contact information (email and/or phone number)
- Attendees will...
  - NOT attend if they exhibit symptoms of COVID-19 or have recently been exposed to others who have COVID-19 per GSLC health guidelines
  - Maintain at least 6 feet of separation from other attendees
  - Wear a mask unless seated with at least 6 feet of separation from other attendees

- Refrain from yelling and singing
- Covering mouth if sneezing or coughing
- Periodically use hand sanitizer
- Notify leader(s) following a gathering or meeting if they develop COVID-19 symptoms within 14 days of the gathering
- Notify leader(s) if, following a gathering, they learn they had been exposed to someone who tested positive for COVID-19 up to 14 days before the gathering

### **After the event**

- The designated leader will...
  - Email the attendance list for contact tracing purposes to [gslc@gslcva.org](mailto:gslc@gslcva.org):
- Good Shepherd staff (or designee) will...
  - place a copy of each event's attendance form in the master notebook