**Nativity Regathering Plan (updated 8.1.21)**

Episcopal Church of the Nativity

333 Ellen Dr. San Rafael, CA 94903

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Approved by Vestry: May 16, 2021. Updated on August 1, 2021.

The following plan considers the California, County and Diocesan guidelines.

**Masking and physical distance for staff, congregation and outside groups:**

* Worship participants and external groups who use our indoor spaces are encouraged to provide for social distance in gathering spaces, the kitchen and bathrooms. As our largest space is the church sanctuary, groups are encouraged to use the sanctuary when it is available.
* Outdoor gatherings may be masked or unmasked at the discretion of participants and group leaders.
* All indoor worship gatherings will be masked.
* Indoor meetings that are not open to public participation, for example 12-step groups, study groups or meetings, may be unmasked if all participants are vaccinated at the discretion of group leader.

**Cleaning Protocols**

* We currently have bi-weekly cleaning with an emphasis on bleaching of kitchen and bathroom surfaces and consistent disinfecting of all meeting room tables, office surfaces, sacristy tables, altars, door handles, telephones, piano, organ and lecterns.
* The leader of each activity will be responsible for supporting cleaning—including wiping down with disinfectant wipes all surfaces used and men’s and women’s restroom sinks.

**Supplies**

* Kitchen, bathroom and worship space cleaning supplies will be made available to church groups in the sacristy. Outside groups should bring their own cleaning supplies.
* Office cleaning supplies (disinfectant wipes) will be maintained by office staff and kept on the two desks.

**Ventilation:**

* Outdoor worship and meetings are possible on our parking lot, labyrinth and patios.
* Indoor worship and meetings in the sanctuary can be ventilated with two side doors and front door. We also have two doors that open to internal hallways providing additional air circulation.
* Meetings in the Owl Room, Office, Kitchen and Rector’s Office can be ventilated by opening sliding doors.

**Children & Youth:**

* Children will be incorporated into all church activities following the regular worship protocols (masked indoors, masked at the discretion of parents outdoors).
* For groups offering childcare at Nativity, all indoor masking requirements apply to children.

**Coffee hours and other shared meals**

* Coffee hour, soup suppers, post-worship luncheons, food for groups meeting at Nativity may be offered with food or drink in single-serve containers.
* Family-style or buffet food shared from common serving platters is discouraged.
* All groups are encouraged to eat outside.

**Description of gathering spaces:**

* + Outdoor altar at the south end of our parking lot.
	+ Labyrinth on the south east side of our parking lot.
	+ Patio on the east side of our sanctuary.
	+ Patio in front of church doors
	+ Sanctuary (seats 125 at full capacity, 60 at 6-foot social distance).
	+ Rector’s office (seats 12 at full capacity 4 at 6-foot social distance).
	+ Staff office (seats four at full capacity, 2 at 6-foot social distance)
	+ Kitchen (seats 25 at full capacity, and 8 at 6-foot social distance.)
	+ Owl Room—meeting space (seats 12 at full capacity 6 at six-foot social distance).
	+ Playground—25 capacity, 6 at 6-foot social distance)
	+ Bathrooms (men’s’ and women’s’—2 stalls each).
	+ Upper rooms (currently rented to clergy tenant, available for public use by special agreement).
	+ Rector’s garden (4 seated at full capacity, 3 at 6-foot social distance).
	+ Sacristy and choir room (4 seated at full capacity, 2 at six-foot social distance).

**Acknowledgement**

I have read the Nativity Regathering Plan and Nativity COVID19 Protocol above and agree to follow all of listed practices.

Activity: Date (or ongoing dates):\_\_\_\_\_\_\_\_\_\_

Name of leader:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_