

Wesley United Church Covid-19 Health and Safety Guidelines for Renters and other Outside User Groups

(Last revised October 20, 2021)

Until further notice, the following health and safety precautionary measures and guidelines MUST be adhered to if your user group/organization is utilizing space and facilities at Wesley United Church. Non-compliance with these measures and guidelines may result in a cancellation of your rental or space use agreement by the church. The health and safety of all people who enter and use the church is of paramount importance hence compliance with the following is crucial to that end.

- 1) All users are encouraged to park in the north half section of the parking lot.**
- 2) All users must enter and exit the facility through the northeast double doors located off the parking lot. We strongly encourage people to use their arm or leg to open the door using the handicap button. The south door and the east staff entrance door are off limits for entry and exit. Signs will be posted on the doors.**
- 3) You will be able to hang up your jackets and coats on the hangers in the main hallway. You are encouraged to use the same general coat rack area if you are a regular user group at the church.**
- 4) All washrooms will be open for use. However there are signs on each door explaining that ONLY ONE person is allowed in each washroom at one time. Therefore knock or ask before entering. All washroom users MUST wash their hands thoroughly before exiting the washroom.**
- 5) Sanitizer dispensers and stations supplied by the church will be located in various locations in the building. Use them.**
- 6) All users must stick to the room that is specified to your group in the signed rental agreement. Other rooms are off limit while you are conducting your event or activity.**

7) In the event that contact tracing is required, each group will be required to keep a record of attendance at every activity, event or session that you hold. The list must include activity/event date; attendee name, contact phone number and email. The list must be submitted to the office administrator the same day as your activity, event or session. The list can be placed in an envelope and slipped under the office door if that is more convenient for you. Please ensure that you write the name of your group on the envelope.

a. Please be advised that Wesley United Church will not share or disclose the above confidential information unless it is directly related and requested for the purpose of contact tracing by the pertinent provincial health authorities.

8) After your event, activity, session, you will be required to disinfect all touch points that anyone in your group has come in contact with (door knobs, sink taps, toilet flush handle, chairs, tables). Spray disinfectant and/or sanitizer wipes will be provided for your use. If you are using the fabric chairs please use the sanitizer wipes on the fabric.

9) Rules for mask use, physical, and/or social distancing are to be adhered to in accordance with the provincial health orders and guidelines. However, Wesley United Church reserves the right to implement and enforce health and safety guidelines and measures over and above those set out by the province.

10) It is extremely important for everyone to stay away from the church if you are experiencing any of the Covid-19 symptoms or if you are otherwise feeling ill.

11) Use of the kitchen or anything in the kitchen (fridge, stoves, coffee perks, cutlery, dishes, etc.) is strictly OFF LIMITS. No coffee, tea or juice making. People will be allowed to bring in their own coffee, tea or other liquid refreshments.

12) Only one set of keys will be issued to your group or organization for space rental.

By signing below I hereby acknowledge that I have read and understand the above terms and conditions. By signing below, I agree to abide by the above terms and conditions and understand that Wesley United Church can terminate my rental agreement if they feel it is warranted.

User Group Representative Signature

Date

User Group/Organization Name: _____