

Spruce Run Evangelical Lutheran Zion Church

Building Use Guidelines for Outside Groups

- 1) Please enter and exit ONLY through door on lower level and only on your normal meeting day.
- 2) All in attendance MUST remain in large meeting room area, except when using the lower level bathrooms. Please DO NOT enter the kitchen area, classrooms or other parts of the building.
 - a) Disinfecting spray or wipes will be provided in each bathroom. After using the bathroom, each person must spray or wipe areas that have been touched including: toilet handle, sink faucet handles, door knob and light switch.
- 3) All Executive Orders by the State of New Jersey and guidelines set forth by the CDC shall be followed. (limits on numbers gathered (current indoor limit 35 people, self-quarantine from travel, 6 foot spacing, use of masks, etc.)
- 4) Everyone who enters the building is asked to consider the following questions in order to help support as safe an environment as possible:
 - a) Are you ill with fever, chills, shortness of breath, or difficulty breathing? (If yes, please stay home and recover.)
 - b) In the past 14 days have you been in contact with anyone who has COVID-19? (If yes, please stay home for the full 14 days.)
 - c) Are you currently waiting for results from your own COVID-19 test? (If yes, please stay home until you know the result.)
 - d) Have you tested positive for COVID-19 in the past 14 days? (If yes, please wait a full 14 days before entering the building.)
 - e) Have you been in a high-risk setting in the past 14 days (air travel, travel outside the US, etc.) if so please consider avoiding entrance to the building for 14 days.
- 5) The organization using the church building shall IMMEDIATELY notify the church should someone who has been in the building develop COVID-19 symptoms, test positive for COVID-19 or had close contact with someone who has.
- 6) The organization using the church building is responsible for maintaining accurate records of persons who have been in the building with their organization.