

**Sunday Morning**

**Operational Plan -**

**Updated August 29, 2020**

The following plan summarizes the procedures for Cornerstone Church's Sunday Morning Services.

**General Operational Procedures:**

<b>Communications</b>	Cornerstone will make the Sunday Morning Operational Plan available to all members, regular attenders, and will be placed on the website for visitors to review. All changes will be communicated as soon as possible.
<b>Social Distancing</b>	Extra rows of chairs will be set up so that families can practice social distancing, if desired. Social distancing is encouraged but not required.
<b>Entering/Exiting</b>	We ask that you enter through the main doors on the East side the Lodge and that you exit though the doors on the West side of the main meeting room.
<b>Food</b>	Water only, please. No outside food or beverage.
<b>Communion</b>	Communion will be served in individual packets. Those who hand it out will wear gloves and a mask.
<b>Custodial</b>	Cornerstone will plan to use air filters (some with Carbon, True HEPA, and UV filters). The Lodge Conference custodial staff cleans both rooms and the restrooms prior to and after each use.
<b>Hygiene and Sanitation</b>	Hand Sanitizer will be available upon entering. Masks are welcome and encouraged, but not required.
<b>Fever or Symptoms</b>	If anyone attending Cornerstone, or anyone in their household, has had a fever over 100.4, a cough, or shortness of breath within the last 72 hours, it is requested that they refrain from attending services. If anyone attending Cornerstone has had direct contact with someone who has Covid-19, we ask that they follow the health department's direction on returning to services.
<b>Livestream</b>	Livestream is now available if you are unable to physically attend. <a href="http://www.cornerstonejh.com/livestream">www.cornerstonejh.com/livestream</a>

**Kindergarten and Elementary Sunday School (4-6, 7-11):**

<b>Considerations:</b>	<b>Plan of Action:</b>
<b>Self-Screening for Symptoms</b>	We ask that parents keep children home in accordance with “Fever or Symptoms” Plan of Action above.
<b>Volunteer Procedures</b>	Volunteers should wear a mask and use hand sanitizer upon arrival to their classroom..
<b>Hygiene for Children</b>	<p>It is recommended that children use hand sanitizer immediately upon arrival, before and after craft time, and after bathroom usage. Volunteers will help ensure children receive hand sanitizer as needed.</p> <p>It is encouraged that older children wear face coverings, and they will be made available as needed.</p> <p>Children will be seated in chairs in groups of six for social distancing when possible.</p>
<b>Arts &amp; Crafts</b>	Staff and volunteers will limit/avoid the sharing of art materials between children. Individual bags will be distributed to children who regularly attend each week. In addition, guest bags will be made available and will be used on alternating weeks.

**Toddlers (18 Months-3): WILL BE STARTING ON 8/30/20**

<b>Considerations:</b>	<b>Plan of Action:</b>
<b>Self-Screening for Symptoms</b>	We ask that parents keep children home in accordance with “Fever or Symptoms” above.
<b>Volunteer Procedures</b>	Volunteers should wear a mask, use hand sanitizer upon arrival to their classroom, and wear gloves when handing out materials.
<b>Hygiene for Children</b>	<p>It is recommended that children use hand sanitizer immediately upon arrival, before and after craft time, and after bathroom usage. Volunteers will help ensure children receive hand sanitizer as needed.</p> <p>As much as possible, for social distancing, children will be kept in seated and play groups of 6 or less.</p>
<b>Arts &amp; Crafts</b>	Staff and volunteers will limit/avoid the sharing of art

	materials between children. Individual bags will be distributed to children who regularly attend each week. In addition, guest bags will be made available, and will be used on alternating weeks.
<b>Toy Cleaning and Policies</b>	After each Sunday, toys will be cleaned with a children’s toy-friendly, EPA registered disinfectant known for use against COVID-19.

Nursery (0 - 18 Months): **WILL NOT BE STARTING AT THE TIME**

**NOTE:** There is a nursing moms room adjacent to the “Cascade Room” where the children’s Sunday school meets.

<b>Considerations:</b>	<b>Plan of Action:</b>
<b>Self-Screening for Symptoms</b>	We ask that parents keep children home in accordance with “Fever or Symptoms” above.
<b>Volunteer Procedures</b>	Volunteers should wear a mask. They should use hand sanitizer upon arrival to their classroom, and often throughout the service.
<b>Toy Cleaning and Policies</b>	An attempt will be made to limit toy-sharing between infants. Volunteers should make an effort to set toys that have been in a child’s mouth in the “mouthed toy bin”, so that no other children will touch them before cleaning. After each Sunday, toys will be cleaned with a children’s toy-friendly, EPA registered disinfectant known for use against COVID-19.

### Decision Points

<b>Positive Case</b>	In the case of a confirmed positive COVID-19 case who has attended services, staff will request further guidance from Teton County Public Health, and other members and regular attenders will be notified as needed.
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### Children’s Ministry Procedures

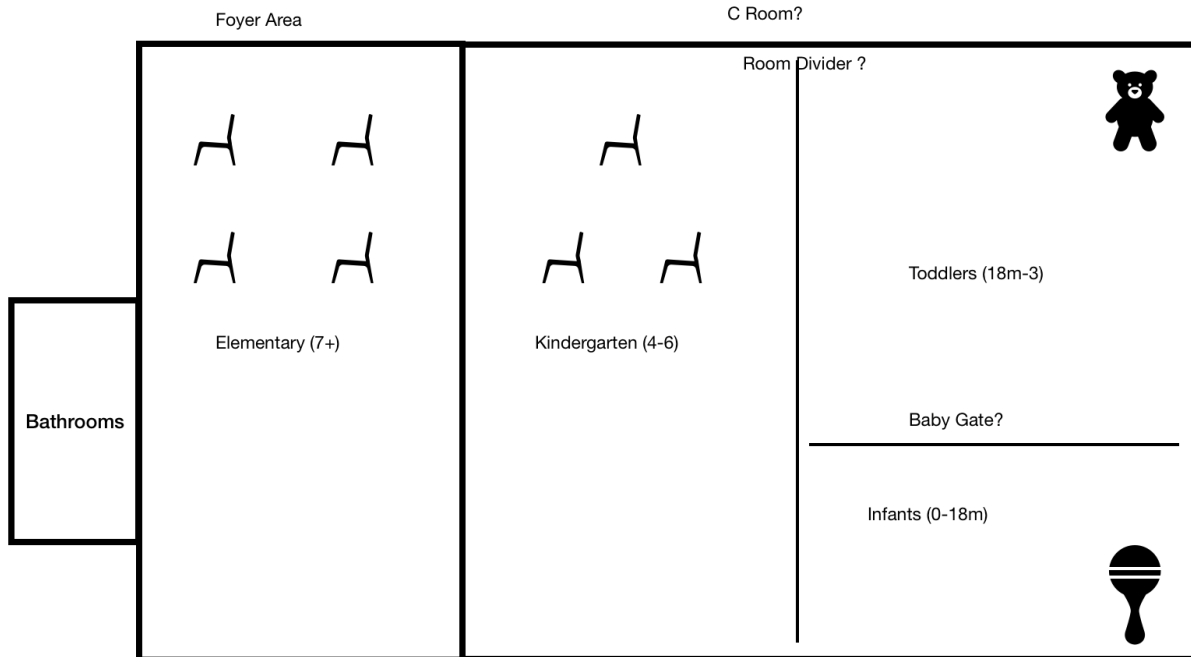
Check in	Check in sheet: Use hand sanitizer Mark student groups with colored highlighters
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Crafts	Jill will print a coloring page for each of the classes, toddler, kindergarten, elementary. Students coloring bags- each student will have a bag with their own set of markers. Markers are not to be shared between students and should be placed back into bag when not in use. (Guest bags available, please mark on check in sheet if a guest bag is used so we can alternate what guest bag is used)
Bathrooms	<ul style="list-style-type: none"> <li>● If children are able to use the bathroom alone, one worker may stand outside with the line of children.</li> <li>● If children need assistance in the bathroom, two adults must be present. One adult will help the child, while the other can observe while holding the door slightly open for accountability.</li> <li>● Workers will only assist the child in the pulling down and up of clothing. If the child needs more help in the bathroom, the parent will be asked to help</li> </ul>
Toys	<p>Books- to be held and read by helpers  Free play time- 3 stations</p> <ol style="list-style-type: none"> <li>1. Cars</li> <li>2. Princess castle and barn</li> <li>3. Kitchen</li> </ol> <p>Clean up: toys placed back in their tubs, sprayed down, shaken up, sprayed again.</p>
Spacing	<p>Infant- try to limit toy sharing  Toddler- kids will be in groups of six, may sit in groups, play in stations in groups.  Kindergarten- sit in chairs in groups of six  Elementary- sit in chairs in groups of six</p>
Music (for toddlers)	<p>one instrument per kid  Clean up: Same as toys</p>

Toy less games:  
Simon says  
I spy  
Follow the Leader  
Four corners  
Limbo  
Ninja  
Trainwreck  
Red light, green light

What time is it, Mr Wolf?  
 Sleeping Bunnies  
 Froggie Song

<b>Servants Needed</b>	Infant Leaders +1 worker	Toddler Leaders +2 workers	Kindergarten Leaders +1 workers	Elementary Leaders
<b>Ratio Required</b>	4:1	5:1	12:1	18:1
<b>Ideas for Who Could Teach</b>	Samara Delano Lucy Stevens Dani Wilkerson Torrie Olvera	Maia Rickards Ian Fowden	Tina Hayes Meg Farrington Parks Travis Richards Jill Freeman	<ul style="list-style-type: none"> <li>● Cornelius</li> <li>● Cassadys</li> <li>● Lawrences</li> <li>● Parker Handyside &amp; Phil Farrington</li> <li>● Montgomery's</li> </ul>



 = group of 6 chairs

Items Needed for Set Up:

- 42 chairs
- Room Divider?
- Baby Gate?
- Infant Toys- (1 bin, 1 swing?, 1 exersaucer?)
- Toddler Toys- (cars, little people, food, books, instruments)
- Coloring materials

Schedule:

Toddlers and Infants classes will start prior to the service.

Toddler Schedule:

1. Book time- sit in groups, teacher and helpers will handle books and read to kids.
2. Music time- one instrument per kid, remain in group areas
3. Potty break- it would be helpful to take the potty break before elementary and kindergarten are dismissed if possible to limit distraction
4. Lesson time- sit with groups
5. Coloring time- each kid will have individual coloring bags with coloring sheet, coloring will take place in groups on the floor
6. Free play time: one set of toys per group
7. Memory Verse practice
8. Fun songs and group games until parents arrive

Kindergarten and Elementary will be dismissed after music.

Resources:

- [Wyoming Public Health Orders](#) (Effective August 16, 2020 through August 31, 2020)
  - [Public Spaces](#)
  - [Gatherings](#)
  - [Personal Services](#)