

## IN-BUILDING COVID-19 guidelines (as of 5.18.22 Rev. 3)

- *Masks are optional in the building.*
  - If positive with COVID-19, follow CDC isolation protocol (5 days). Close contacts and of unvaccinated status – should quarantine for 5 days, test after 5 days, and upon testing ‘negative’, should continue to wear a mask for 10 days after exposure in public settings. Close contacts and of full vaccinated status – do not need to quarantine, should test after 5 days, and upon testing ‘negative’, should continue to wear a mask for 10 days after exposure in public settings. (see <https://www.cdc.gov/coronavirus/2019-ncov/your-health/quarantine-isolation.html>) *Please be aware of and consult your healthcare provider and/or the CDC and your local county health department for community clarification.*
- Sanitizer and masks are available throughout the building.
- If COVID consistent symptoms are present, please be diligent to test, mask, quarantine as needed, or avoid contact as needed for the safety of others.

### General space usage:

- **Before** usage:
  - Put your event on the online church calendar and be aware of other events and building usage.
  - Ask your ministry, council, or leader/ contact for location of janitorial supplies and cleaning requirements.
  - Be aware of building child-protection policies, emergency and safety policies, any stated room limits, etc. (Ask trustees for any special information if needed, see bulletin board by fellowship hall kitchen, listing in certain rooms, or email [office@zionlc.org](mailto:office@zionlc.org)).
- **During and After** usage:
  - Avoid adjusting HVAC temperatures unless needed. *If necessary*, please do so with church stewardship in mind. Then return thermostats to previous settings after usage.
  - Only use rooms designated for your current use.
  - No alcohol is permitted on campus. No smoking in the building.
  - If food and drink are consumed and /or kitchen is utilized, please clean all used surfaces and appliances; all used tables and chairs; and all used utensils, dishes, and pans. Empty the refrigerator and put any uneaten, non-perishable food to be saved, in covered plastic containers. Mark for pickup or later usage.
  - Take any dirty linens, dishcloths, etc. home to be washed and return them as soon as possible to the place designated for such items.
  - If the nursery is used, please clean up toys and place used toys in “used toy” bin. Vacuum room if needed. Do not leave child(ren) unattended. Take dirty diapers to dumpster (west end of rear parking lot).
  - Only use church-owned tech if ministry leader/ contact knows and affirms.
  - Vacuum up any messes.
  - Return tables and chairs to pre-event setup, if moved.
  - Make sure all lights are off and all windows and doors are closed and locked upon completion.
  - Take garbage out to dumpster (west end of rear parking lot).
  - Be aware of parking lot safety. Please do not leave a car unattended on Zion’s lot after an event or for off-site events without letting the office know.
  - If further janitorial attention is needed contact head trustee. Report any building or grounds issues, damage, concerns, or questions to the trustees. Report any staff or ministry-related concerns to the elders. For a next-step contact to those leaders in the event you don’t have contact info; please email: [office@zionlc.org](mailto:office@zionlc.org) or call: 513-231-2253.

*As always, we approach the COVID guidelines and any other safety or building usage measures with a sense of Christian community and servanthood. If there is a question or concern, please protect and serve those most vulnerable.*