

Guidelines for Indoor Gatherings

These guidelines are written to help in planning indoor events at 1774 Queen Street (excluding worship services) during the coronavirus pandemic. We have consulted broadly, including with Toronto Public Health COVID-19 measures, to help us design and run safe events.

People are at very different levels of comfort and risk regarding meeting together. We need to continue to be patient with ourselves and with each other as we live faithfully through these challenging times.



Testing, testing: The TUMC Board meets August 11 following indoor gathering guidelines.

Before

- Pre-registration – organizers collect name, address, contact information of participants (see form from TUMC office).
- The number of participants must not exceed 30% capacity of the space. Consider the time of exposure and the levels of ventilation required. Basement and main floor meeting room have poorer ventilation than in the rest of the building. Main floor mtg room: 250; 30% = 75. 3rd floor mtg room: 100; 30% = 30. Bsmt hall: 80; 30% = 24. Rooms 200 & 01 : 25; 30% = 7.

Guidelines for Indoor Gatherings in light of Covid-19 (Aug. 12, 2020)

- Pre-screening — send the list of questions attached to participants for them to review. (See form from Toronto Public Health)
- Ensure the space has been booked through the TUMC office so that the other building partners (including cleaners) are informed. There is a book kept in MNLCT's reception, Contact our administrator a few days in advance at secretary@tumc.ca or by phone to book a meeting space.
- Ask participants to bring and wear their own masks.
- Provide handwashing/sanitizing supplies and extra masks at the event.

During

- Participants are asked to exclude themselves if they are experiencing COVID-19 symptoms; these include: pink eye, fever / chills, muscle / joint aches, cough, sore throat, shortness of breath, runny nose, diarrhea, nausea and vomiting, abdominal pain, fatigue, recent diagnosis of pneumonia, loss of taste or smell, foggy thinking, frequent falls.
- As people arrive, they should be screened again and recorded on the attendance form created by TUMC. Physical distancing should be in place at all times. Screener must wear a mask and sanitize their hands often.
- Establish physical distancing — minimum of 2 meters between people who aren't part of the same household.
- Invite participants to move quickly to their meeting place and not to wander around the building.
- Masks are mandatory for indoor spaces as per Toronto Public Health guidelines, with few discretionary exceptions.
- Organizers review safety measures with all the participants: keeping distance, wearing a mask, not touching face, frequent hand washing, and respiratory etiquette (coughing or sneezing into their elbow). Model appropriate behaviour.
- Have hand sanitizer and extra masks available and accessible at all times.
- Sharing of food is suspended.
- Singing and use of wind instruments are suspended.
- If multiple non-wind instruments are being played, ensure physical distancing between musicians unless they are from the same household.

Guidelines for Indoor Gatherings in light of Covid-19 (Aug. 12, 2020)

- Avoid sharing microphones.
- As weather permits, windows will be kept open to enhance ventilation.
- Avoid any physical contact or objects being exchanged with others from different households.
- Elevator is reserved for those with mobility issues and should not be used by more than 2 people at a time.
- Use of basement washrooms is preferred; the main floor washroom is for those with accessibility issues.
- Meeting organizers will pass on the list of participants and their contact information to Mike (secretary@tumc.ca) for filing.