King's Way Assembly of God, Inc.
dba **King's Way Church**
dba **Eagle River Christian School**
dba **King's Way Gym**

COVID-19 RESPONSE

Mitigation Plan

(Approved 5/7/2020) (Amended 5/9/2020) (Amended 5/28/2020) (Amended 6/30/2020)

In the interest of public safety and the wellbeing of our members, adherents, and clients, King's Way is implementing the following mitigation plan to address the re-opening of our facilities during the COVID-19 pandemic.

King's Way Church: Per the guidelines from the State of Alaska and the Municipality of Anchorage regarding "Religious Gatherings" and other applicable orders, activities and gatherings have resumed on site subject to the following provisions. Staff may resume work on-site but are permitted to work from home as they are able.

- A copy of this mitigation plan will be posted on the bulletin board at the church office entrance and the school entrance and on the church website.
- Signage will be posted on active entry doors stating the following:
    - King's Way has adopted a COVID-19 Mitigation Plan accessible on our website www.kingswaychurch-alaska.org or at the church or school offices.
    - ANY person having symptoms consistent with COVID-19 or who has had a fever in the past 72 hours is not permitted to enter the facility.
    - ANY person who has knowingly been in contact with a suspected positive case of COVID-19 within the past 14 days is not permitted to enter the facility.
    - IF you feel ill or have been ill or have traveled outside of the State of Alaska in the past two weeks, please DO NOT ENTER -- RETURN HOME.
    - ALL persons entering the facilities for activities (except those actively leading or serving on the platform) are strongly encouraged to wear face coverings.
    - ALL persons entering the facilities for activities must observe social distancing of 6 feet between themselves and persons from other households—10 feet if singing or projecting the voice.
    - Please use the hand-sanitizer provided and observe other signage and instructions while on-site.
- Additional procedures:
    - Disposable or cloth face coverings will be made available at active entrances for those who may not have one and wish to use one.

- Hand-sanitizer will be placed at each active entrance and in common areas with signage encouraging its use.
- ANY person leading by projecting their voice or singing must observe social distancing of 10 feet between themselves and persons from other households while leading.
- Children will remain with their families during worship events until such time as children's ministries/classes may be safely resumed.
- Signage will be placed in the restrooms encouraging hand-washing.
- All equipment used must be sanitized at the conclusion of the event.
- Sanitization of touch-point surfaces (e.g. door handles and knobs, kiosks, counter tops) in common areas and restrooms should be completed at least daily or between use as much as possible.
- Staff and volunteers must log and certify self-screening on arrival for each event they will serve at. (No symptoms consistent with COVID-19, no fever for past 72 hours, not feeling ill presently or having been ill or traveled outside of AK for the past 14 days.) Log will be maintained in the church office.
- Sanitization of the office equipment and office work spaces should be conducted daily at the end of the work day and occasionally as appropriate if there have been visitors in the office area.
- Weekly cleaning of the facility must be conducted according to CDC guidelines. Weekly cleaning may be waived if the facility will be unused for a definite 72 consecutive hour period.
- If an offering is to be collected, a receptacle will be placed in a common area and monitored by a staff member or volunteer. Attendees may place their offering in the receptacle. The staff member or volunteer (gloves recommended) will deliver the receptacle to the church office. Gloves should be worn while counting and preparing deposits of cash offerings.
- If Holy Communion will be observed, individual pre-packaged communion elements will be distributed to attendees by appointed staff members or volunteers wearing gloves.
- If a staff member, volunteer, or patron becomes ill while on-site, they should be directed to return home immediately.
- If it is confirmed that an individual infected with COVID-19 has visited the facility, we will notify and cooperate with local and state health officials and may temporarily suspend activities if necessary. Additional sanitization precautions will be taken and individuals who may have been exposed will be notified.

- These procedures may be amended or modified in keeping with current state or municipal guidelines.

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Eagle River Christian School: This mitigation plan is accessible on the school's website www.eagleriverchristianschool.com and in the school office and will be provided to all school staff along with training and instruction.

2020-2021 Academic Year—Eagle River Christian School is planning and preparing to begin a new academic year in August 2020. The following provisions will continue to govern our activities until such time as state and municipal guidelines are updated. We will be monitoring those updates as we continue to develop our school plan for the coming year.

Any staff member having symptoms consistent with COVID-19 or who has had a fever in the past 72 hours is not permitted to enter the facility. In addition, any staff member who may feel ill or have been ill or have traveled outside of the State of Alaska in the preceding two weeks should not enter the facility.

Summer Program / Before & After Care—Per the guidelines from the State of Alaska regarding "Childcare and Day Camps" issued 5/27/2020, Eagle River Christian School is offering a summer program subject to the following provisions.

- Admission
  - Students who have recently traveled out-of-state, will require affirmation from the parent or guardian that the child has abided by the 14-day quarantine requirement prior to participation after returning to our community.
- Capacity:
  - Summer Program will be conducted at a capacity that maintains physical distancing of 6-feet for participants and staff.
- Social Distancing:
  - Social distancing should be encouraged whenever possible with an understanding on limitations in social distancing in young children.
  - Staff should avoid moving between groups whenever possible. If it is necessary for a staff member to interact with multiple groups, the staff member should

wash their hands between interactions with the different groups and disinfect any common items or spaces.
    - Visitors and activities (such as field trips) involving other groups are prohibited.
    - Excursions, such as bike rides, hikes, and field trips not involving other groups or vendors, are allowable so long as physical distancing guidelines are adhered to.
    - Health guidelines must be explained to all children in an age-appropriate manner.
    - Adequate supplies must be provided for the number of children in each group to minimize sharing of high-touch materials to the greatest extent possible (e.g. art supplies). Materials should be assigned to a single child. If there are not enough high-touch materials for each child, materials must be disinfected between uses and children must wash their hands before and after using shared supplies.
    - Activities which require projection of voice or physical exertion should only take place outdoors, with a minimum of ten feet between each person, with an understanding on limitations in social distancing in young children.
- Hygiene Protocols:
    - School staff must clean and disinfect frequently touched surfaces at least daily or between use as much as possible. This includes tables, doorknobs, light switches, countertops, handles, sinks, faucets, and toys.
    - An adequate supply of disinfectant, hand sanitizer, and paper towels must be maintained. Any potential shortage should be reported to the office.
    - Staff must wash hands frequently using hot water, if possible, with soap. Handwashing must occur before and after food preparation, assisting a child with eating, and changing diapers. If soap and water are not readily available, hand sanitizer with at least 60 percent alcohol may be used.
    - Staff should require frequent handwashing or use of hand sanitizer by the children. This includes upon entry into the facility, before and after an activity, and at a minimum, on an hourly basis.
- Cleaning and Disinfecting:
    - Cleaning and disinfecting must be conducted in compliance with CDC protocols weekly.
    - If an active staff member is identified as being COVID-19 positive by testing, CDC cleaning and disinfecting must be performed as soon after the confirmation of a positive test as practical.
    - CDC protocols can be found on line at: https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html and https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html.
- Staffing/Operations:
    - Cloth face coverings should be worn by all staff and age-appropriate children.
    - Cloth face coverings are prohibited on babies and children under the age of two because of the danger of suffocation, but cloth face coverings should be encouraged with older children.
    - Staff must supervise young children when using hand sanitizer.

    - Staff must communicate to parents or guardians the importance of keeping children home when they are sick. No child may return to the facility within 72 hours after last having a fever.
    - Staff must screen every child daily upon arrival. If a touchless thermometer is available, staff will conduct temperature checks.
    - Snacks will be eaten in classrooms. Lunches will be eaten in the cafeteria in shifts. The dining area will be cleaned at the beginning of each day, between each meal shift, and at the end of the day. No food will be prepared on site. Sack lunches will be required.
    - Staff must teach and model social distancing, creating space, and avoiding unnecessary touching, in an age-appropriate manner.
    - Staff will participate in pre-shift screening and a staff screening log will be maintained.
    - No staff displaying symptoms of COVID-19 will provide services to children. Symptomatic or ill staff may not report to work.
    - No staff member may report to the work within 72 hours of exhibiting a fever.
    - Any staff member who has been ill must receive clearance from the principal before returning to work.
    - ANY staff member who has knowingly been in contact with a suspected positive case of COVID-19 within the past 14 days is not permitted to enter the facility until they receive clearance from the administration.
- Other considerations
    - Any person in a high-risk population is encouraged to stay home, not work in childcare settings, and avoid entering for drop off or pick up.
    - Effort will be made to stagger arrival and drop off times and to limit direct contact with parents, guardians, or family members as much as possible.

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King's Way Gym: The gym may be opened for use by the ministries of our church, by ERCS, and by our clients subject to guidelines as established and updated by the State of Alaska and the Municipality of Anchorage. The following provisions must be observed.

- A copy of this mitigation plan will be posted on the bulletin board in the gym entry foyer and on the church website.
- Signage will be posted on active entry doors stating the following:
    - King's Way has adopted a COVID-19 Mitigation Plan accessible on our website www.kingswaychurch-alaska.org or at the church or gym bulletin board.
    - ANY person having symptoms consistent with COVID-19 or who has had a fever in the past 72 hours is not permitted to enter the facility.
    - ANY person who has knowingly been in contact with a suspected positive case of COVID-19 within the past 14 days is not permitted to enter the facility.
    - IF you feel ill or have been ill or have traveled outside of the State of Alaska in the past two weeks, please DO NOT ENTER -- RETURN HOME.
    - IF you have traveled outside the State of Alaska, you must self-quarantine for 14 days prior to entering this facility.
    - ALL persons entering the facility for activities are strongly encouraged to wear face coverings when possible.
    - Please use the hand-sanitizer provided and observe other signage and instructions while on-site.
    - Patrons should observe social distancing of 10 ft between persons from different households during physical activity and 6 ft otherwise.
- Additional procedures:
    - Hand-sanitizer will be placed in the entry foyer with signage encouraging its use.
    - Signage will be placed in the restrooms encouraging hand-washing.
    - All equipment used must be sanitized at the conclusion of the activity.

    - Sanitization of touch-point surfaces (e.g. door handles and knobs, counter tops) in common areas must be performed hourly during activities.
    - Cleaning and sanitization of restrooms must be conducted hourly during activities.
    - The water fountain will be turned off and inoperable until such time as restrictions can be safely lightened. Personal water bottles are encouraged.
    - Sanitization supplies may be provided. A surcharge may be added to client contracts to cover the cost of cleaning supplies for appropriate sanitization if provided by King's Way. Cleaning supplies provided by clients must meet CDC guidelines.
    - Clients (coaches/organization leaders) must acknowledge in the contract their responsibility to screen their staff and participants on arrival for each session and to ensure proper sanitization is carried out.
    - A log-book will be maintained and signed by each client at each session certifying that screening and sanitization were carried out.
    - Facility will be cleaned weekly following CDC guidelines. Weekly cleaning may be waived if there will be a definite 72 consecutive hour period of non-use of the gym facility.
    - If it is confirmed that an individual infected with COVID-19 has visited the facility, we will notify and cooperate with local and state health officials and may temporarily suspend activities if necessary. Additional sanitization precautions will be taken and individuals who may have been exposed will be notified.
- These procedures may be amended or modified in keeping with current state or municipal guidelines.