

# **TIMBERLAKE** **STUDENTS**



## **COVID SAFETY HANDBOOK**





# STUDENTS COVID SAFETY DOCUMENT

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## WHY

The people who call Timberlake Church home represent a diversity of backgrounds, experiences, and ideas. Everyone may come with different ideas and feelings about what in person gatherings should look like. Because we are a church that whose purpose is to create more and better disciples of Jesus Christ, we're going to consider others before ourselves. We are willing to take extra steps and even embrace discomfort in order to create Next Generation environments that make Timberlake Church a place where kids and students belong.

## GOAL

Our goal is to regather in a way that meets/ exceeds CDC standards, Washington State School Reopening Guidelines, and Washington State Childcare Guidelines. By prioritizing safety, we will earn the trust of our church family and we will take steps toward normal in person gatherings similar to pre-quarantine restrictions. We will create environments where adults, students, and kids can gather in person for corporate worship while maintaining safe, social distancing guidelines.

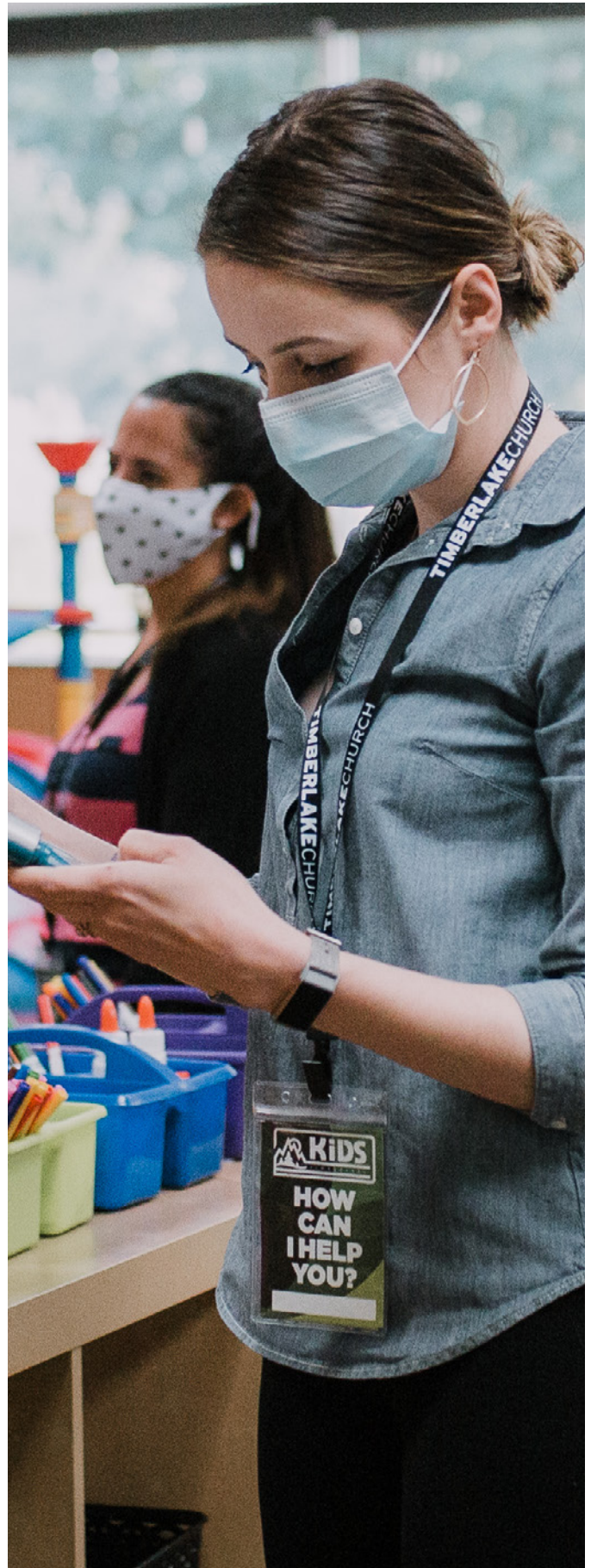
## ATTIRE

- Timberlake Students Provided Masks
- Volunteer Lanyards w/picture
- Gloves (if required in your role)

## GENERAL PRECAUTIONS

- Touchless hand sanitizer stations located throughout the facility
- Touchless sinks and toilets
- Any doors will be propped open so that they don't have to be touched
- Masks will be worn by all staff and volunteers
- Guests are encouraged, but not required to wear masks (outside of our care)
- All K-12th children/students in our care will be required to wear masks
- All volunteer will be temperature checked (via contact-free infrared thermometer) at our "New Family Check In" prior to serving and given a sticker to show they "passed."
- All children/students will be temperature checked (via contact-free infrared thermometer) at Check In prior to entering environments and given a sticker to show they "passed."





## COMMUNICATION FOR FULL ROOMS OR FEVER

If a student shows a fever of 100.4 or more, do the following

- Let family know that their student is “reading high” in their temperature check. Let them know it may be because of running around or activity. Ask them to grab a water and wait a moment before trying again.
- Temp check student again, motion to staff if they are still reading high.
- “I am so sorry, but our reader is showing a fever of higher than 100.4. Because of CDC guidelines, can I ask you to please view our outdoor drive-in services? Please let us know if the fever continues for over 14 days.”
- If HSM, they have to leave the premises – push toward meeting online

## GENERAL GREETING AND COMMUNICATION

In order to maintain a safe and contact free experience, we ask that all staff and volunteers observe social distancing guidelines when greeting each other and guests

- Greet with big smiles (use your eyes)
- Open doors and create space so all guests can have a contact free experience
- Resist your urge to hug, shake hands, or even fist bump. Instead, greet with friendly waves, head nods, finger guns, or other enthusiastic contact free expressions. You can even try an “elbow bump.”
- If your role requires you to give guests anything, please wear provided gloves

## GENERAL CHECK IN AND REGISTRATION

- All check in must be done by volunteers
- All registration must be done by volunteers







## GENERAL LARGE GROUP ENVIRONMENT

- Students will be separated during service by chairs set 6 ft apart from one another. Students will have to stay in those chairs during all part of the service experience, including worship.
- All games and service elements will flow through CDC guidelines.

## GENERAL PRODUCTION/ WORSHIP GUIDELINES

- Tech volunteers will follow proper cleaning procedures for all tech equipment before and after use by our large group volunteers
- Tech volunteers in the “booth” will follow social distancing guidelines.
- Host and Communicator roles may involve interaction with props; between services, props will either need to be cleaned or disposed of by the individuals who used them before the next service begins
- Worship team will clean all surfaces before and after services, including microphones.



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## MIDDLE SCHOOL

### SMALL GROUP LEADER SPECIFIC GUIDELINES

We do not know yet what small groups will look like as it's heavily dependent on how many students attend and if we can safely socially distance in "circles." We ask for your permission to use the first month or so to gauge what our "new normal" will look like, then we will employ strategy to give our students an incredible small group experience given our current circumstances.

- Volunteers will maintain a safe and spacious distance with students & parents
- When students arrive, refrain from high-fives or hugs. Even though some students (and even you) will be ok with physical contact, we must prioritize a contact-free experience
- We may utilize some outdoor spaces during our experience to give students more space to interact
- During the large group experience, small group leaders will maintain their distance for worship, communicating and games, which will all be programmed in advance in a way that follows the guidelines set forth by the CDC
- If social distancing in small groups is possible after the first week, small groups will happen in 6 ft separated chairs in circles after large group.
- Volunteers will need to help clean all surfaces in-between Sunday services
- In the case of materials being used during small groups, leaders will distribute and collect items for students to use as needed and students will not share items

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## HIGH SCHOOL

### CREWS LEADER SPECIFIC GUIDELINES

Because of moving HSM to Sunday nights, we will be able to immediately employ safety guidelines and continue in small groups around the church building. We will continue to observe what that looks like in the future.

- Volunteers will maintain a safe and spacious distance with students & parents
- When students arrive, refrain from high-fives or hugs. Even though some students (and even you) will be ok with physical contact, we must prioritize a contact-free experience
- We may utilize some outdoor spaces during our experience to give students more space to interact
- During the large group experience, Crews Leaders will maintain their distance for worship, communicating and games, which will all be programmed in advance in a way that follows the guidelines set forth by the CDC
- Chairs will be placed in Crews areas to direct students in proper social distancing
- Leaders will follow proper cleaning procedures for all items used by students and leaders before leaving for the day as needed (based on specifications directed by Timberlake Students staff)
- In the case of materials being used during Tribes, leaders will distribute and collect items for students to use as needed and students will not share items

### VOLUNTEER LOUNGE

- All food and drinks in the volunteer lounge will be individually packaged.



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# THANK YOU!

Thank you for your heart for this  
church and the Next Generation.

Thank you for leading with excellence  
as we create a safe, spacious, contact  
free, and sanitized environment for families!



# TIMBERLAKE CHURCH

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TIMBERLAKECHURCH.COM | 4505 236TH AVE NE, | REDMOND, WA 98053