

# Reopening Contingency Plan

ANDREW WOMMACK MINISTRIES CANADA

July 6, 2020 v1.2

# Contents

- Introduction..... 4**
- Guests ..... 5**
  - Gatherings Limits..... 5**
  - Parking ..... 5**
  - Public Safety ..... 6**
    - PPE ..... 6**
    - Good Hygiene ..... 6**
    - Social Protocol ..... 6**
- Meetings Details..... 6**
  - Meeting Times ..... 6**
  - Registration & Check-In ..... 7**
  - Seating Arrangement ..... 7**
  - Exiting the Building..... 7**
  - Traffic Flow ..... 7**
- Worship Experience ..... 8**
  - Live Worship ..... 8**
  - Offering Collection ..... 8**
  - Altar Call ..... 8**
  - Prayer Ministry ..... 8**
- Children..... 8**
  - Building ..... 9**
  - Business Units..... 9**
- Staff & Volunteers ..... 10**
  - On-Site Safety ..... 10**
    - Check Symptoms ..... 10**
    - PPE ..... 10**
  - Office Locations ..... 10**
  - Badges and Lanyards..... 11**

June 26, 2020

Dear Friend,

I trust this finds you safe, healthy & whole during these highly unusual times.

For starters, thank you so much for your immense support of Andrew Wommack Ministries Canada. We have been absolutely stunned at the support that you have shown our ministry during these times. As a leadership team, we often marvel at the character, generosity, and passion of our supporters, and these qualities have become even more evident during the pandemic.

We ask that you read through this document in detail and comply accordingly with an understanding that everything enclosed is subject to change as our policies evolve. If you have any questions or concerns, or you notice an area that we have overlooked, please reach out to [info@awmc.ca](mailto:info@awmc.ca).

Our team is praying for you and in joyful anticipation of gathering together again.

In Him,

**Scott Kennedy**

Director

**Andrew Wommack Ministries Canada**

+1 647-348-2220

[scott@awmc.ca](mailto:scott@awmc.ca)

## Introduction

The intent of this document is to protect the friends of Andrew Wommack Ministries Canada. We encourage all households and families to make informed decisions. **Our online meetings will continue to take place for those who are not yet comfortable with or able to attend events in person.**

The guidelines in this document are in accordance with the guidelines and restrictions implemented by federal, provincial, and local governments including the COVID-19 Guidance for Places of Worship document released by Toronto Public Health on June 20, 2020.

Please bear in mind that Toronto has only entered Phase 2 recently (June 24, 2020) and as such it is possible that these changes will be modified again in the future.

This includes the following priorities:

1. Proper social distancing (6ft/2 m minimum).
2. Sanitization of building before, during, and after public use.
3. Protecting the public during the COVID-19 outbreak.
4. Protecting staff and volunteers.
5. Safeguarding at-risk individuals.
6. Honouring the gathering limits.
7. No distribution of physical materials such as connect cards, offering buckets, etc.

Your cooperation in accordance with the priorities above and the guidelines below is imperative. If anyone refuses to comply, they will be asked to leave the premises and attend online.

## Guests

We request that you stay home and join us online instead if you:

1. Exhibit any COVID-related symptoms (cough, fever, shortness of breath, runny nose, sore throat, or any other respiratory difficulty).
2. Have a temperature of 38°C (100.4°F) or higher
3. Have returned from international travel in the last 14 days.

In addition, we ask you to carefully consider staying home and joining us online if, among other:

1. You are at risk due to underlying health conditions:
  - a. Are at risk due to elderly age
  - b. Are getting treatment that compromises (weakens) your immune system (for example, chemotherapy, medication for transplants, corticosteroids, TNF inhibitors).
  - c. Have a condition that compromises (weakens) your immune system (for example, lupus, rheumatoid arthritis, other autoimmune disorder).
  - d. Have a chronic (long-lasting) health condition (for example, diabetes, emphysema, asthma, heart condition).
  - e. Regularly go to a hospital or health care setting for treatment (for example, dialysis, surgery, cancer treatment).

## Gatherings Limits

The current regulations permit places of worship to gather in 30% of their facility capacity. While this permits us to gather with a maximum of 82 individuals, we have set a cap of 70 guests plus our staff & volunteers. This is subject to change as time goes on.

## Parking

We ask that you navigate the parking lot with sensitivity to social distancing guidelines and refrain from any contact with other vehicles.

## Public Safety

### PPE

Wearing a mask is strongly encouraged. We ask you to use your masks according to the [guidelines](#) of the WHO (World Health Organization). You may wear gloves if you desire.

We will provide masks and gloves for our relevant staff and volunteers only.

Every individual must apply hand sanitizer upon entering the building. Several hand sanitizing stations exist throughout the building for you to sanitize during the service and as you leave as well.

### Good Hygiene

We suggest that you wash your hands frequently, avoid touching your face, and always follow respiratory etiquette.

Respiratory etiquette includes:

- Coughing and/or sneezing into the crook of your elbow or a tissue.
- Discarding tissues into a lined garbage bin.
- Washing hands afterward.

### Social Protocol

Hugging, handshakes, touching, personal contact of any other kind, and passing items between people are not allowed except between members of the same household or family.

## Meetings Details

### Meeting Times

#### *Healing School Toronto*

We will continue our normal schedule for on-site meetings.

Healing School Toronto - Every 2<sup>nd</sup> Monday from 7:00 pm – 9:00 pm

Please arrive at least 15 minutes before the meeting start time to ease the check-in process and ensure your spot.

#### *Healing School Calgary*

We will continue our normal schedule for on-site meetings.

Healing School Calgary – Saturday, every 2<sup>nd</sup> month from 2:00 pm – 4:00 pm

## **Registration & Check-In**

For now, you must pre-register for every event. Check our [website](#) to learn how to register for each event. Please register in advance as this is the only way we can accurately track numbers and ensure we honour the capacity limits.

You will also be required to check-in before you enter the building and check-out when you leave the building, as this is equally essential for our counting system. We do not want to unnecessarily turn people away from our events.

All the logistics for check-in and check-out is managed by our team, the only thing you need to do is register and enter at our main entrance.

Those who are unable to pre-register, such as newcomers and people who are visiting Andrew Wommack Ministries Canada for the first time will need to be registered before they are checked-in. Staff will be available to assist but we cannot guarantee admission and there may be the need to wait to be registered or to check-in due to volume.

## **Seating Arrangement**

We ask households to sit together. The Greeting Team will guide you and your household to a specific seating area based on the size of your household.

## **Exiting the Building**

To honour social distancing protocol, the congregation will be released from the building in a staggered format. This will be facilitated by one of the hosts of the meeting. Please follow their instructions.

Prior to exiting the building, you will be prompted to check out, as this is essential for our counting system.

## **Traffic Flow**

**To ensure public safety please enter and exit the building from the main entrance.** Line-ups are anticipated, so be prepared with umbrella's, sun screen, etc. to protect yourself from the elements.

## **Worship Experience**

### **Live Worship**

Infected people can transmit the virus over greater distances through their saliva or respiratory droplets while singing and shouting. As such, these activities are high risk, and require careful consideration.

If you wish to participate in congregational singing, we ask you to please wear a mask, as this prevents spread of infection if you are a carrier.

The stage of our facility is an adequate distance from the congregation, so live worship may be performed by the band. We will ensure that each band member is adequately spaced on the stage.

There are no specific guidelines for your participation in worship other than the obvious – consider the main priorities of public health safety (especially social distancing).

### **Offering Collection**

We strongly encourage all giving to be done online through our online [giving](#) website page. If you'd like to give in cash, there is a deposit box for drop-off located near the designated exit of the building.

### **Altar Call**

To continue our desire to fulfill the Great Commission, altar calls will eventually take place once an appropriate plan is in place to carry these out in a compliant manner.

### **Prayer Ministry**

Prayer ministry continues to be a high priority for our ministry, even during the current conditions. We intend to re-introduce prayer ministry to our Healing School meetings by July. Once prayer ministry returns, careful measures will be taken to ensure public safety, and these measures will be communicated extensively.

### **Children**

We do not offer any meetings or ministry for children. Parents/guardians always assume the responsibility of their children. If for some reason your children must



attend with you, we encourage children 2 years and under to be held by their parents or family as often as possible.

We understand that social distancing is particularly challenging with children and we ask that you do everything you can to protect your precious children and others while you are in the building.

## **Building**

### ***Sanitation***

Relevant surfaces will be wiped down with an appropriate cleansing agent before, during, and after meetings for your safety. This includes, but is not limited to, all counter surfaces, fountains, chairs, doors, and doorknobs, pulpit, automatic door buttons, garbage cans, microphones, chairs, toilets, paper dispensers, mirrors, and active equipment.

### ***Visuals***

Signage, markers, and indicators to denote lineups for the washrooms, sanctuary, and product sales will be throughout the building. Please adhere to them, especially during worship and ministry times, where it can be easy to get lost in the moment.

### ***Water***

No water or refreshments will be provided.

## **Business Units**

All payments in retail units (product sales, Charis tuition, partnership donations, etc.) prefer contactless payments. Cash is accepted if necessary.

If you want to speak with one of the staff or volunteers attending one of the business unit tables, only approach the table one-at-a-time. Remain in the queue until asked to step up to the table by a staff or volunteer.

### ***Product Sales***

Products can be purchased at the front desk. There will be a designated area to queue up. A staff or volunteer will inform you when to approach the desk to purchase your product. The front desk will be extensively sanitized with regularity, especially high contact surfaces. We ask all patrons to only touch items they intend to purchase.

### ***Student Lounge***

The Student Lounge seating area will be unavailable as will the kitchen facilities including fridge, coffee, water and sinks. Signage for traffic flow will be clearly marked.

## **Staff & Volunteers**

All volunteers have been extensively trained on the general protocol for sanitization and service operations.

We require staff and volunteers to work from home if they:

1. Have a position that can function in a virtual capacity.
2. Exhibit any COVID-related symptoms (cough, fever, shortness of breath, runny nose, sore throat, or any other respiratory difficulty).
3. Are at risk due to underlying health conditions. We strongly recommend you find ways to work from home.
4. Have returned from international travel in the last 14 days.

## **On-Site Safety**

### **Check Symptoms**

Staff and volunteers must stay home if they are exhibiting any COVID-related symptoms (especially fever, sore throat, respiratory difficulty) or if they have underlying medical conditions.

### **PPE**

If a limited number of PPE (masks and gloves) is available, priority will be given to staff whose job requires in-person interaction and touch with high contact surfaces.

### **Office Locations**

Staff or volunteers working on-site in a desk or cubicle will need to ensure their workstation is adequately sanitized and spaced in accordance to the social distancing requirements.

## **Badges and Lanyards**

Staff and volunteers are responsible for their individual badges and lanyards and must not share their badge with anyone else.