

## **SMALL GROUP PROTOCOLS**

Someone from the group must schedule with Debi Duke the room with specific dates, time, and one person named as responsible for seeing all protocols are observed. They can pick up a printed copy of these protocols at the table at the office entry. The following are the required protocols:

1. No more than 10 persons in a group.
2. Only the Fellowship Hall, rooms 204-205 and the Choir room are available for use at this time.
3. The person responsible for protocols must turn on the AC 30 minutes prior to the meeting.
4. Upon entry of the building each person must have their temperature checked, sanitize their hands (If they do not have their own sanitizer, they may use the dispenser at the office entry), wear a mask, and observe social distancing of at least 6 feet.
5. If there has been another group in the room in the last 24 hours (Debi Duke will tell you), the person responsible for protocols shall use sanitizing wipes on surfaces of door knobs, chairs, tables, counter tops, etc. that will be used.
6. When the meeting is over, the person responsible for protocols shall see that those same surfaces are wiped down before everyone departs.
7. Bathroom use is to be discouraged if at all possible. In cases of absolute necessity, each person using the bathroom shall spray disinfectant inside the stall and/or around the urinal before leaving the bathroom.