

## Leaside United Church COVID 19: Mandatory Mask or Face Covering Policy July 14, 2020

Wearing a mask or face covering is required in indoor public spaces beginning July 7, 2020 under City of Toronto By-Law 541-2020. This bylaw applies to indoor spaces that are openly accessible to the public, e.g. churches and other faith settings. The bylaw allows for temporary removal of a mask or face covering when receiving services (e.g. drinking, eating). The City bylaw has a set fine of \$1000 to the operator for each offence, however an operator can only be fined if no policy, no staff training, and no masks available.

This policy pertains to all individuals entering Leaside United Church, such as staff, visitors, delivery personnel, public, volunteers, and church members.

All staff to receive a copy of this policy and be trained on the City bylaw and this policy, including who is exempt and correct use of the face mask. This policy will be communicated to users of the building, and via the Leaside United Church website: <http://www.leasideunited.org>.

Mask or face covering (such as a scarf or bandana) should cover nose, mouth and chin, without gaping. All individuals, with some exceptions, entering an indoor premise are required to wear a mask or face covering for the duration of their time inside. If an individual arrives without a mask then a mask will be offered. Wearing only a face shield cannot take the place of a mask as respiratory droplets can be released from the sides.

Exceptions for wearing a mask or face covering include:

- Children under the age of two.
- Individuals with certain health conditions that makes it difficult to wear a mask, such as:
  - Medical condition, mental health condition, cognitive condition or disability that prevents wearing a mask or face covering.
  - Medical condition that makes it difficult to breath or someone who is unconscious or incapacitated.
  - People who are hearing impaired, or are communicating with a person who is hearing impaired, and where the ability to see the mouth is essential for communication.
  - Individuals who are unable to put on or remove a mask without assistance.
  - Employees or businesses not open to the public.
  - People who require accommodation in accordance with the *Ontario Human Rights Code*.
  - Employees in designated area for them and not for public access, or within or protected by a physical barrier. Example, if sitting in an office by yourself then not required to wear a mask but if you get up to go to a common area, then you need to mask. If not 2 metres apart wear a mask.
- Proof of the individual's health issue is not required if someone has an exemption.
- Be respectful of those unable to wear a mask or a face covering due to health, age or other reasons. Consider effective alternatives, e.g. virtual worship services..

Signs are posted at all entrances reminding everyone to wear a mask. Signs were obtained from Toronto Public Health website (How to Wear a Cloth Mask; Mask and Face Covering Required). Sign by entrances: **ALL PERSONS ENTERING OR REMAINING IN THESE PREMISES SHALL WEAR A MASK OR FACE COVERING WHICH COVERS THE NOSE, MOUTH and CHIN AS REQUIRED UNDER CITY OF TORONTO BY-LAW 541-2020.**

#### Different Types of Masks:

- Medical grade masks (noted on package) are not required and should be kept for medical staff.
- Non-medical masks – equivalent to cloth, disposable, ensure they fit the individual.
- Cloth Mask with two layers, fits tightly and covers nose, mouth and chin, easy to breath in, and can be washed daily and dried in dryer.

#### How to safely wear a disposable face covering:

- Wash your hands (20 secs) or use alcohol-based hand sanitizer before putting on and taking it off.
- Secure the elastic loops of the covering around your ears.
- Make sure it fits snugly to cover your mouth and nose.
- Avoid touching your face and face covering while using it.
- Change if damp.
- Do not leave your face covering hanging from your ear, or from your chin.

#### How to safely take a disposable face covering off:

- Remove the face covering without touching the side that faces outwards.
- Remove the elastic loops of the face covering around your ears.
- Hold only the loops or strings and place the face covering in the garbage or if reusing that day, do not mix-up sides of mask (remove mask and place on paper towel face-up).
- Wash your hands (20 secs) or use alcohol-based hand sanitizer.
- Mask should be disposed of or washed and dried daily.

#### Cleaning of washrooms:

- Staff to follow written protocol for cleaning washrooms and wear a mask and gloves.

#### If someone arrives without a mask or a face covering:

- Remind them of the By-Law and offer a disposable mask.
- If they say “no” (refuse to wear a mask or face covering) ask if they are exempted under the Mandatory Mask or Face Covering By-Law of the Toronto Public Health By-Law, if they say “yes” do not ask what the condition is or whether they have proof of the exemption.
- If they ask for more information (importance of wearing a mask/face covering or the science on the use of masks) provide them with a copy of the Toronto Public Health “Guidance on the Mask and Face Covering By-Law” also found at: <https://www.toronto.ca/wp-content/uploads/2020/07/9836-COVID-19-Guidance-on-face-mask-and-covering-bylaw.pdf>
- If an individual becomes aggressive about the new requirement, reinforce the benefits of the wearing a mask, e.g. protecting others and if aggression continues let them know their behaviour cannot be tolerated and ask them to leave the church building.
- Ensure alcohol-based hand sanitizer (70-90% alcohol concentration) is available.
- Individual refusing to wear a mask or face covering will not be fined but will be asked to leave the church building.