



**COVID-19 Mitigation Plan
Holy Name Catholic Church
Ketchikan, Alaska
May 18, 2020**

**PHASE ONE – Church Building
(Other campus buildings to remain closed during Phase One)**

I. Opening of Church for Private Prayer and Devotion

A. General Provisions

1. State and local health mandates and guidelines will be strictly observed.
2. Signs will be posted on all doors notifying those who are at higher risk from COVID-19 as well as anyone with a cough, fever, or otherwise feeling sick to remain at home.
3. Building access is through a door monitored and controlled by parish staff.
4. Hand sanitizer will be available near all entrances with signs asking those entering or exiting to perform hand hygiene. Interior doors will be propped open. Separate doors will be designated for entry and for exit.
5. Pews/seats in the multiservice room will be closed off and not used. Pews/seats in the nave (“common use space”) will be marked with a symbol placed six feet apart marking “individual use space” where visitors are allowed to sit.
6. While the nave’s configuration could accommodate the maximum of 50 people allowed under current state and municipal regulations, expected occupancy during times of adoration and prayer is ten or less,
7. “Individual use space” is sanitized by parish staff following each use by using materials provided for that purpose. In addition, “common use space” is sanitized daily by parish staff. Commonly touched surfaces in the church, such as doorknobs and handles, are sanitized by parish staff hourly. Ample sanitizing supplies are currently on hand.
8. The faithful should wear cloth face coverings in accordance with local and state requirements.

B. Specific Provisions

1. Proper signage with instructions regarding the mitigation plan will be placed at each entrance to the church building.
2. A properly trained person will monitor compliance of all requirements on an hourly basis, to include social distancing, masks, sanitation protocols, etc.
3. Visitors may not bring flowers into the church, nor intentionally leave articles behind. A “Please do not touch” sign will be placed at the base of all statues.
4. Votive candles and holy water will be removed from the nave.
5. If a parish employee, volunteer, or person who recently accessed the building tests positive for COVID-19, the church will be closed for at least 72 hours to allow for natural deactivation of the virus, followed by parish staff performing a comprehensive disinfection of all common surfaces.

C. Church Building Hours

1. The Church building will be opened for private devotion and prayer from 9:00 am – 5:00 pm, Monday through Sunday, except during Masses, weddings, and funerals or when parish staff are all absent.
2. A maximum of 50 people will be allowed in the church or whatever is less after applying appropriate social distancing. Normal occupancy during times of private devotion and prayer is less than 10 people.

II. Confessions by Appointment

1. Confessions by appointment continue as usual in the church.
2. Social distance of at least six feet will be maintained at all times.
3. The celebrant and the penitent will wear cloth face masks at all times during the celebration of the sacrament.
4. The place of confession will be sanitized immediately once the celebration of the sacrament is completed.

III. Anointing, Viaticum, Wedding, Funerals

1. Anointing and Viaticum will be administered per all health guidelines
2. Weddings and funerals will be celebrated with minimal participants necessary and no more than 50 people in attendance. No congregational singing will take place.
3. Rite of Weddings and Funerals without Mass to be observed.