



Hygiene Concept

Kapernaum-Gemeinde

in times of SARS-CoV-2



General and Services only

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Measures for Kapernaum-Gemeinde

due SARS-CoV-2

General Rules

Entering the premises or rooms of the Kapernaum-Gemeinde the hygienic rules given by the Berlin government have to be respected.

- respect distances min. 1,5 m
- hand hygiene (hand washing respectively disinfection)
- in case the distance cannot be respected, wearing of a mouth and nose protection is mandatory
- If required, attendance documentation

People, who do not want to respect the given rules, may not enter the premises and rooms of Kapernaum-Gemeinde.

Hand Washing

Hand washing is possible at following locations

- Seestraße:
 - Wash room in the anteroom of the office, parish hall, staircase I
 - Wash room parish hall, staircase IV
 - Wash room in the church
- Parish hall Schillerhöhe
 - Wash room in ground floor and the 1. floor

How to wash hands in the correct way is shown on a poster situated above the vanity.

These toilets and washing facilities are used both by employees and visitors.

At the events listed below, the rooms are disinfected in addition to the usual cleaning.

House team

The house team is responsible

The house team is responsible for cleaning the community rooms and the church as well as providing seats. There is also a cleaning plan that has been adapted for the special conditions under SARS-CoV-2. Lutz Krause is responsible; his representative is Peter Mikolay.

Parish office

The parish office has been open to visitors again since the beginning of July.

The employees are protected by a plexiglass pane attached to the desk. The office may only be entered individually by visitors. A maximum of three people may be present in the room for short communication within the parish.

Anteroom of the office / copy room

Only one person is allowed to work in the copy room. When filling or emptying the mailboxes, the minimum distance must be observed.

Working in the offices

All employees have the option of working in a single office, and there is also the option of working from home.

Events, groups, circles or committees

Events, groups, circles or committees meet as briefly as possible, depending on of the room volume not more than 60 minutes without a break. There is thorough ventilation during the break.

A separate concept was or is being created for each of these work areas, which can be viewed at the respective events. It is available at the community office.

Weltladen

The Weltladen can be opened provided that the necessary material for the service is available. In addition to the seller, only one buyer may be present on the premises of the Weltladen, who must adhere to the rules applicable to retail.

Meetings

Meetings are possible if there are good reasons not to hold them as video conferences.

- in the management office with up to four people
- in the community hall with up to 20 people after registering in the community office. The house team then provides appropriate seats that may not be changed. An attendance list must be kept.

Medical care

The company doctor can be visited for medical care and / or instruction.

BAD-Cluster Berlin-Mitte – Frau Dr. med. Risse
Zimmerstr. 55, 10117 Berlin
Tel.: 030/20 07 471 - 0 Fax: 030/20 07471 - 99
Email: franziska.risse@bad-gmbh.de

Services and Prayers

In times of SARS-CoV-2

From June, services and prayer will be possible again in the Kapernaum Church. Services will be held again in the parish center Schillerhöhe from August.

- Church service on Sundays and public holidays
- Taizé prayer once a month on the 2nd Wednesday of the month

Additional there is also the offer in the garden of the parish center Schillerhöhe

- Children's Sunday

Service

The head of the parish has decided to celebrate the service again in the Kapernaum Church starting at Trinity Sunday, in the parish center Schillerhöhe starting in August. The format of the online sermon that has been developed and carried out in the past few weeks will be continued. It can be gradually expanded in accordance with the Berlin government's specifications.

The following is offered in the service:

- Stay in church to listen to music and sermon / prayer / blessing
- Short congregation chant as instructed by the duty officer. The mouth and nose protection should not be removed
- Lighting a candle (tea light) in the provided sand bed (only Kapernaumkirche)

Taizé devotion

once a month on the 2nd Wednesday of the month

The Taizé prayers are to be resumed with the subtitle - "Silence and hearing of songs and texts".

The first prayer has taken place on June 17th. 2020, at 7 p.m. Invitations are sent by email, after which the usual cycle is resumed.

The following is offered:

- Stay in the church to listen to Taiz songs and psalm, reading and blessing
- Short congregation chant as instructed by the duty officer. The mouth and nose protection should not be removed
- Lighting a candle (tea light) in the sand bed provided during a silent intercession

Children's Sunday

On Children's Sunday, children and their parents attend a church service in which biblical content is conveyed in a child-friendly manner. In the current situation, Children's Sunday takes place in the garden of the parish center Schillerhöhe in dry weather.

General

Visiting the church / chapel / hall is only possible if the visitor is willing to adhere to the given safety rules:

- Hand disinfection in the entrance area
- Wear mouth and nose protection
- Entry in an attendance list
- Compliance with the distance rule (at least 1.50 m)
- To follow the guidelines of the employees

Those who do not want to adhere to the given rules will be excluded from visiting the church / chapel / hall.

The employees are instructed in the relevant hygiene rules. Dealing with “difficult people” must be discussed.

The necessary material (disinfection, mouth and nose protection, gloves if necessary, lists) is already available, as is a plexiglass pane for better protection of employees in reception and movable stands for holding the hand disinfectant dispenser, information material is also available.

The church can only be entered via the entrance portal on Seestrasse, the exit is on Antwerpener Strasse. In the parish center Schillerhöhe, the church service ensures that the appropriate safety distance is maintained when going in and out, there are no separate entry and exit options.

To make it easier for you to comply with the distance rules, the seats on the pews are marked with green dots. There are 76 marker points. A single person can take a seat at each marking as well as maximum six people living in the same household. Appropriate chairs have been placed in the chapel/hall.

During prayer, reading, sermon, etc., the liturist does not wear a mouth and nose protection.

Collections are only collected in baskets provided for this purpose. Two separate and appropriately marked baskets are available for the main services.

Specifics for Kapernaumkirche

The visit flow is as follows:

- The church can only be entered through the main portal on Seestrasse.
- An employee in the entrance area
 - makes the person entering the room aware of the safety rules
 - hands out a mouth and nose protection, if not available
- The visitor disinfects his / her hands
- The visitor fills out a slip of paper with name, telephone number and, if necessary, address (attendance documentation) and throws it into a ready, locked container (data protection)

- In the interior there are two co-workers in addition to the preacher. They have following tasks:
 - Observation of the situation in the interior, in particular that distance rules are observed.
 - unlocking the exit at the end of the service,
 - regulation of going out according to the safety distances
 - lock the exit

The following tasks must be performed in preparation:

- Training of employees
- Equipping employees with mouth and nose protection
- Hang up information signs
- Setting up the entrance area
 - Set up at least two tables and a chair in the entrance area so that the minimum distance is always maintained, place a plexiglass pane on the table
 - Provision of hand disinfection and mouth and nose protection as well as attendance slips and writing materials
- Opening of the church window (complete opening, no tilted position)
- Lighting the candles
- Providing candles (tea lights) for the sand bed
- Unlocking the disabled toilet

After opening hours, the following tasks must be performed:

- Extinguish candles
- Close the window
- Lock away disinfectants
- Put the tables away
- Complete the portal
- Store attendance documentation (data protection)

Specifics for Chapel/Hall of the Parish Center Schillerhöhe

The visit flow is as follows:

- An employee in the entrance area
 - makes the person entering the room aware of the safety rules
 - hands out a mouth and nose protection, if not available
- The visitor disinfects his / her hands
- The visitor fills out a slip of paper with name, telephone number and, if necessary, address (attendance documentation)
- This attendance documentation is collected by the church service (data protection))
- The following tasks must be performed in the chapel / hall:
 - Observation of the situation, in particular that distance rules are observed.
 - Regulation of going out according to the safety distances
 - Lock the exit

The following tasks must be performed in preparation:

- Training of employees
- Equipping employees with mouth and nose protection
- Hang up information signs
- Provision of hand disinfection and mouth and nose protection as well as attendance slips and writing materials
- Opening the windows (complete opening, no tilt position)
- Lighting the candles

After opening hours, the following tasks must be performed:

- Extinguish candles
- Close the window
- Lock away disinfectants
- Lock the door
- Store attendance documentation (data protection)

