



July 24, 2020

St. Pascal Baylon COVID- 19 Preparedness Plan for Volunteers

As volunteers prepare to return to parish activities, please consider the following:

- 1) Availability of adequate physical space for volunteer meetings or workspace to accommodate proper social distancing.
- 2) Supplies, staffing and commitment to keep facilities clean between meetings/activities.
- 3) Hours of operation will be determined to be prudent with overhead costs.
- 4) St Pascal's will make every effort to be fair, equitable and transparent in ways and methods used as volunteers are placed in various roles.
- 5) We commit to provide virtual opportunities for volunteering throughout all phases of this pandemic.
- 6) Previously scheduled volunteer opportunities such as Fall Festival, Friends and Family and other special events will be discussed on a case-by-case basis and appropriate leadership will make the recommendation for rescheduling, cancelling or revamping the event for a virtual audience.



COVID-19 Code of Conduct

“At this time, as indications emerge for a way out of quarantine, we pray that the Lord will grant us the grace of prudence and obedience to these indications, so that the pandemic does not return.”

- Pope Francis via Twitter, April 28, 2020

As an addendum to the general Code of Conduct for volunteers at St. Pascal Baylon, during the extraordinary time of this COVID-19 pandemic volunteers coming to St. Pascal Baylon campus are required to adhere to additional standards and protocols for the safety of all persons on campus and for the common good. These prudent actions are at the very heart of our mission to seek the well-being of our city and parish community.

In an abundance of caution, and following the recommendations of the CDC and MDH, we recommend anyone in these categories should refrain from in person volunteer ministry at this time, with our deep gratitude and utmost respect.

1. Minors under the age of 18.
2. Adults over the age of 65.
3. Persons in a higher-risk category or with serious underlying conditions including high blood pressure, chronic lung disease diabetes, obesity, asthma, and those whose immune systems are compromised due to chemotherapy for cancer and other such conditions requiring therapy.
4. Anyone in regular contact with a person in high risk category who might bring COVID-19 back to this person.
5. Anyone not currently comfortable with in-person volunteerism for any reason.

Anyone who has experienced symptoms including cough, cold, flu, fever of 100° or more, shortness of breath, sore throat, or a loss of taste or smell should NOT volunteer.

Everyone has different parameters and standards for their personal safety in these unprecedented times, and volunteers may opt out of any service for any reason. We respect your personal decisions and honor your safety decisions. Any volunteer serving St. Pascal Baylon agrees to the following:

Standards for All Personal Interactions

1. Volunteers (and any other guests entering buildings on campus) will sign in and out for possible contact tracing efforts if needed in the future.
2. Volunteers are on campus (including surrounding outside grounds) for scheduled volunteer activities only. Using St. Pascal's spaces for socializing is not currently permitted, even outdoors.
3. Volunteers will have their temperature taken upon arrival and will excuse themselves from service if temperature is 100 degrees or above.
4. Volunteers will practice physical distancing and remain at least six feet away from any other person while on campus.

5. Volunteers are required to wear face masks whenever in public areas of the campus, as their role and responsibilities allow (Executive Order 20-81). Face masks will be furnished if needed.
6. Volunteers will wash their hands with hand sanitizer or soap and water upon arrival and before departing, and before and after eating or after using the toilet, and will use hand sanitizer frequently, especially after touching their face, coughing/sneezing, etc.
7. Volunteers will be attentive to the surfaces and items they touch, keeping physical contact to a minimum as much as possible.
8. Volunteers will alert staff to any concerns or areas in need of cleaning.
9. Volunteers understand that each person has different parameters and standards for personal safety and will respect the wishes of others for distance and caution.
10. Volunteers will articulate their concerns directly and compassionately, should another party infringe upon their personal comfort zone. Clear but caring communication is appreciated. (i.e.: I would feel better if you would step back.)
11. Volunteers will accept redirection and concerns about personal safety with compassion and respect.

Reporting Misconduct

1. Please share with your volunteer supervisor, any staff person, if you have concerns.
2. Staff will do their best to rectify the situation as quickly as possible.

Acknowledgement and Consent

I am a volunteer serving The St. Pascal Baylon and have read this Pandemic Code of Conduct for Volunteers and I agree to abide by it. I understand that I may face consequences of discipline, up to and including removal from service and/or termination of my volunteer role, for violations of this Code.

Name

Date