

COVID-19 Protocol – Springer House

Point of Contact

Depending on the program, the point of contact on site will be either the Sailing Program Coordinator, Sailing Camp Program Supervisor, or Paddling Coordinator.

Safety Training

All staff members have received training about the signs, symptoms, and proper procedures for COVID-19. Each day, the importance of proper hygiene, sanitation, and following protocol is emphasized to staff by the lead point of contact on site.

Staff Screening

Staff members will be told to stay home if they are feeling ill and will be required to take their temperature each day before reporting for work. If a staff member has a fever or fails the health questionnaire, he/she will not be permitted to work that day. Staff members will be given the following health questionnaire:

- Have you taken medications to lower your or your child's temperature?
- Have you or your child developed a new cough that cannot be attribute to another health condition?
- Have you or your child developed a new shortness of breath that cannot be attributed to another health condition?
- Have you or your child developed a new sore throat that cannot be attributed to another health condition?
- Have you or your child developed new muscle aches (myalgias) that cannot be attribute to another health condition or specific activity like physical exercise?
- Have you or your child been around anyone (family, friends, public) showing symptoms of COVID-19 in the past 14 days?

Pre-Program Email

The pre-program email should contain information about the modifications we have made to the specific program to help prevent the spread of COVID-19. Participants should be advised that they will be required to have a facemask. Any participants who have tested positive for COVID-19, or have been exposed to someone who tested positive for COVID-19 in the past 14 days, will not be permitted to attend the program.

Drop Off/Pick Up – Hidden Cove Park

The following protocols should be followed each day at the beginning and end of programs:

- Six feet of distance will be maintained between people to adhere to social distancing guidelines.
- Participants must wash hands or use hand sanitizer with at least 60% alcohol at the beginning of a program.

- Participants will be escorted to/from Hidden Cove Park via the trail that goes from Hidden Cove Park to Spargur Loop Road just south of Springer House.
- Staff and participants alike must wear a mask even if social distancing can be maintained.
- There will be separate containers of pens – one for used pens, and one for disinfected pens.
 - Only use our pens for sign-in if participants do not bring their own.
- Health Screening – A temperature screening or health questionnaire will be conducted on each participant before each program.
 - Temperature Screening:
 - Contactless thermometers will be used if a temperature screening is conducted.
 - Participants will be sent home if temperature is higher than 100.4°F.
 - Health Questionnaire:
 - Have you taken medications to lower your or your child’s temperature?
 - Have you or your child developed a new cough that cannot be attribute to another health condition?
 - Have you or your child developed a new shortness of breath that cannot be attributed to another health condition?
 - Have you or your child developed a new sore throat that cannot be attributed to another health condition?
 - Have you or your child developed new muscle aches (myalgias) that cannot be attribute to another health condition or specific activity like physical exercise?
 - Have you or your child been around anyone (family, friends, public) showing symptoms of COVID-19 in the past 14 days?

Program

The following protocols must be followed while the program is running:

- Group sizes will be limited to 10.
- If two programs are running at the same time, contact between groups must be prevented.
 - Staff members from both programs should communicate before and during the program to coordinate launching, docking, pick up, and drop off to prevent contact between two groups.
 - Only one group at a time is allowed on the dock.
- Six feet of distance will be maintained between all group members to adhere to social distancing guidelines.
- Facemasks must be worn by participants and staff alike when in a group and inside of a facility.
- Wash hands frequently with plenty of soap and water for minimally 20 seconds.
 - Hand sanitizer with at least 60% alcohol may be used if soap and water is not an option.
 - Hand washing is required after using the restroom and before eating.
- Participants will be advised to not touch their face with unwashed hands.
- Participants must be issued the same equipment each day or bring their own equipment.
- If a participant reports feeling ill during the program, the participant will be isolated from the rest of the participants and sent home.
 - Any equipment the sick participant was using should be immediately disinfected.

Ill Participant

The following protocols must be followed if a participant reports feeling ill or exhibits the signs/symptoms of COVID-19:

- Participant must put on a mask, be isolated from the rest of the group, and sent home.
 - A staff member will escort the participant back to the designated isolation area (Hidden Cove Park) and supervise participant until the participant's ride arrives.
 - Staff member must stay at least six feet away from participant and wear mask.
- Make a note of everyone, both staff and participants, attending the program that day that could have been affected by the ill participant.
- Any equipment, items, or surfaces the participant touched must be set aside or closed off and disinfected after 24 hours.
 - Do not use any equipment or items, or touch any surfaces, that the ill participant touched until properly disinfected.
- Participants will not be permitted to return to the program if they leave due to illness.
- Notify the Outdoor Program Manager if a staff member or participant leaves the program due to illness.
- Local health officials, affected staff members, and affected participants will be notified if one of our staff members or participants tests positive for COVID-19.

Food

The following protocols must be followed during snacks or meals:

- Participants must bring their own food, storage containers, and utensils to day programs.
 - Participants will be responsible for storing their food and snacks.
- Staff and participants alike must wash hands with soap and water for at least 20 seconds before eating.
 - Hand sanitizer with at least 60% alcohol may be used when using soap and water is not an option.
- For overnight programs, participants will be responsible for bringing their own utensil, plate/bowl, and cup.
 - Each person will be responsible for washing, drying, and storing his or her own dishes.
- Staff members must wash hands with soap and water for at least 20 seconds before preparing a meal on overnight trips.
 - Hand sanitizer with at least 60% alcohol may be used when using soap and water is not an option.
- Staff members must wear a facemask during meal preparation.

End of Program

The following protocols should be followed after each program:

- All boats and equipment used in the program must be thoroughly disinfected. This includes pens used for sign-in/out.

- Equipment must be disinfected in an area where the runoff will not get into Hidden Cove.
- All touched surfaces must be disinfected.
- Bathrooms must be thoroughly cleaned and disinfected.