

**Zajac Ranch Family Camps
COVID-19 health protocol**

January 2021

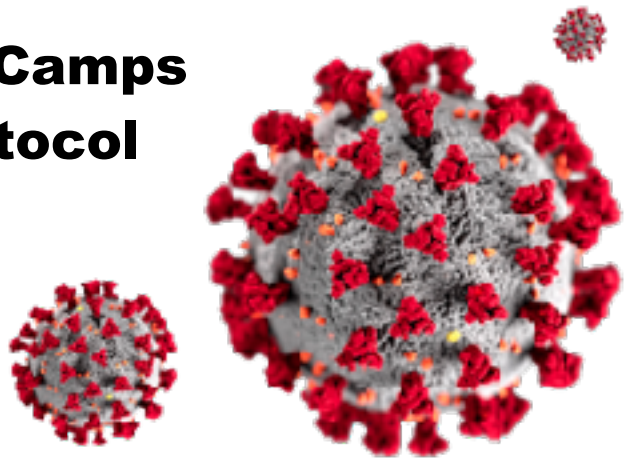


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1.0 Introduction

Zajac Ranch will be offering Weekend and Day Family Camps for the families of children and young adults with higher needs. This protocol aims to reduce the risk of spreading COVID-19 and has been developed with information from publicly available sources, including the Frasier Health Authority, CDC, WHO, BCBA and ACA, as well as a close look at what other North American summer camps have put in place.

During the overnight and day family camps:

- Different bubbles will be kept 6 feet apart at all times.
- The common areas, dorms and restrooms will be sanitized after each family camp.
- Each bubble will have access to private accommodation and restrooms.

This approach is in concert with the public health paradigm of maintaining “concentric circles” for infection prevention and control. By offering programs to the whole family as a unit we maintain a much higher than usual adult-child ratio.

Below we outline our new COVID-19 health procedures. They reflect the best available information at this time. It is possible that the strategies outlined may change as understanding evolves regarding COVID-19. As such, it should not be considered as rigid, nor is it intended to supplant informed judgment based on observed conditions.

We have obtained the necessary supplies in order to implement these procedures in time for the opening of our 2021 season. A similar protocol was successfully set up in the summer 2019.

2.0 Communications

- We have informed the local Public Health of our new planned operations.
- We have posted this health protocol on our website so staff and guests can familiarize themselves with the material.
- We have explained the rules and guidelines to staff during staff training and we explain it to guest on the first day of each Family Camp.
- We have posted relevant signage in appropriate places. Examples include: doors to be used for entry VS exit, physical distancing and sanitizing hands.
- During staff training, we train staff on our COVID-19 protocol and make staff familiar with answers to frequently asked questions and common misconceptions related to the COVID-19 pandemic. Our nursing director has carried out demonstrations on behaviours and precautions that staff and guests should abide by. The staff running our 2021 Family Camps are all returners and therefore familiar with all of our covid protocols, though we will run training again.
- We have made staff and participants aware of when to stay home, including but not limited to the display of COVID-19 symptoms, trips outside BC and / or close contact with anyone displaying symptoms in the 14 days leading up to the retreat they participate in.
- We have asked staff and families to immediately notify the ranch, should they experience any symptoms or test positive for COVID-19 in the 14 days following the retreat they have participated in.

3.0 Health Screening

3.1 Pre-screening

In order to ensure everyone's safety during the COVID-19 pandemic, a COVID-19 pre-screening has been put into place. Upon registration, each participant's application is screened by our nursing director and a decision is made regarding whether they can come to camp. Those with specific conditions that put them at risk for more severe illness will not be able to register for our Family Camps in 2021. The same pre-screening will be applying to staff applicants.

3.2 On-site screening

Guests successfully registered for a Family Camp at the ranch will undergo an in-person COVID-19 health check upon their arrival. This will include screening for the following:

- Getting their temperature taken (38 C or greater would represent a risk)

- Each guest will be verbally asked whether they have experienced an unusual display of the symptoms below. For example, a guest that suffers from allergies or sinus may regularly experience cough or headaches, however this would not be unusual to them. Guests will then be asked to sign a document stating this is not the case.

- The symptoms are as follows:
 - Cough
 - Shortness of breath
 - Diarrhea

- Fatigue
- Headaches
- Muscle aches
- Nausea
- Loss of taste or smell
- Sore throat and painful swallowing
- Vomiting
- Chills
- Stuffy or runny nose
- Loss of appetite

The same in-person screening applies to staff upon their arrival at the ranch.

Staff and guests will be getting their temperature taken at the beginning of each day. They will also be asked to report if they are experiencing any of the above mentioned symptoms that day.

4.0 Hand Hygiene

Hand sanitizers are available in the following areas:

- In front of the main entrance of the dining hall
- On each table in the dining hall
- In front of the 2 main entrances of each occupied dorm
- In each activity area
- In the kitchen



Our hand sanitizer supply contains greater than 60% ethanol or greater than 70% isopropanol

Hand soap is available in the following areas:

- In each restroom in use
- Kitchen

Staff will be asked to sanitize or wash their hands:

- Before and after using gloves and / or masks
- Before and after running each activity
- Before, during, and after preparing any food
- After touching garbage
- After using the restroom
- After wiping counters or cleaning other surfaces with chemicals
- After coughing, sneezing, or blowing their nose
- Before and after touching any equipment

Staff will be asked to use a new pair of disposable gloves:

- When they are required to touch shared equipment
- When setting tables in the dining hall
- When sanitizing areas

Staff will be asked to use masks:

- When they find it necessary to be closer than 6ft to participants
- When setting tables in the dining hall
- When sanitizing areas

5.0 Physical distancing

5.1 Physical distancing between families

Our 2021 Family Camps have been designed to maintain the bubbles apart from each other at all times:

- Only one bubble allowed per activity (the different activity areas are over 20 feet apart)
- Only one bubble allowed in the medical facility at a time
- Only one bubble per dorm wing
- One private restroom assigned to each bubble
- One table in the dining hall assigned to each bubble during their stay (tables over 6 feet apart from each other)

5.2 Physical distancing between staff / from staff

Staff will do their best to maintain 6 feet apart from guests. However, as described on the COVID-19 waiver that they are asked to sign prior to coming to the ranch, this may not always be possible. When running activities, we will prioritize the participants' physical safety while doing that activity, which on several occasions including but not limited to helping participants on and off horses, verifying



harnesses and helmets or a potential first aid or water rescue, will require staff to be closer than 6 feet. On such occasions, staff will be asked to wear a mask and gloves, excluding impromptu rescues.

Zajac Ranch follows the public health approach of establishing and maintaining 'concentric group circles' for infection prevention and control.

6.0 Facilities Management

During single-day family camps, families will have no access to the dorms. Each family will be assigned a different restroom in our common areas (e.g Family A: dining hall, Family B: gym etc).

During overnight family camps, dorm access will be limited to the individuals who reside in that dorm. Families will be asked to not go in each others dorms. Staff will avoid going in the guests dorm unless strictly necessary (e.g someone gets locked out of their room). In the event staff have to go in the guests dorms, they will wear PPE.

Guests are asked to keep personal items in their bag and store their bag in a designated area.

Ventilation will be increased by keeping windows open, if weather permits, during the day and between sessions.

7.0 Food service

Main meals

- An outdoor seating area is available in order to decrease the occupancy density in the dining hall.
- Each family is assigned a specific table for the duration of their stay. The tables will be at least 6 feet apart.
- Meals are served ‘family style’. The tables are set and served by staff wearing PPE. If more food is needed, staff will bring more food to their table. Families are not to walk around the dining hall.
- Families will be instructed to not share food or utensils with other bubbles.
- Garbage cans in the dining hall will not have lids
- Personal water bottles will not be able to be refilled in the dining hall. Guests may fill up their water bottles in their designated restroom or at the water stations in each activity area, which will be sanitized between each activity period, along with the rest of the equipment.
- The common coffee machine is strictly operated by staff.
- We have discontinued the use of common condiments dispensers. Each table has its own condiments.

Kitchen staff and chefs

In addition to following the existing best practices for food preparation and storage, the chefs keep their social distance from the rest of staff and guests and wash their hands frequently, following the same guidelines for hand washing, coughing and sneezing as the rest of staff.

8.0 Cleaning and Disinfection

In an effort to prevent the spread of coronavirus, we have increased the frequency of cleaning and disinfection of all communal spaces, shared items and frequently touched surfaces at the ranch.

Communal Spaces

- The dining hall windows must always be open. The dining hall will be fumigated at the end of each retreat and left with increased ventilation
- The dorms and restrooms used by families are disinfected at the end of each family camp and left with increased ventilation

Shared Items

- Whenever possible, we assign items to reduce the quantity of items shared (e.g arts & crafts)
- When this is not possible, shared items will be disinfected between uses (e.g sports equipment)

Frequently Touched Surfaces

- Surfaces that may be frequently touched by different bubbles will be disinfected several times a day (e.g dining hall surfaces, drinking stations)
- Surfaces that are only touched by one bubble will be disinfected at the end of each family camp (e.g dorm door knobs, restrooms)
- Surfaces frequently touched by staff will be disinfected daily

9.0 Protective equipment for staff

- Medical face masks are worn by staff whenever interacting with families closer than 6 feet
- Gloves are worn by staff when there is the need to touch someone (e.g while helping someone on and off the horses)
- Staff wear face masks and gloves when cleaning and disinfecting
- Staff wear face masks and gloves while working in the dining hall
- Surgical masks and eye protection or face shields will be worn when staff anticipate contact with or close proximity to confirmed or suspected COVID-19 cases or when cleaning and disinfecting areas known or suspected to have been in contact with confirmed or suspected COVID-19 cases.

10.0 Activities

<p>Riding & Petting Zoo</p>	<ul style="list-style-type: none"> • Participants will be asked to sanitize their hands before and after they get to the barn • All shared equipment (e.g., tack, helmets) will be disinfected immediately after each activity period • Staff will be asked to wear masks and gloves whenever they need to be less than 6 feet from the participants (e.g, when assisting participants getting on and off the horses)
<p>High Ropes</p>	<p>Participants will be asked to sanitize their hands before and after the activity</p> <p>Participants will be asked to wear masks during the activity</p>
<p>Low Ropes</p>	<ul style="list-style-type: none"> • Participants will be asked to sanitize their hands before and after the activity • Participants will be asked to wear masks during the activity
<p>Waterfront</p>	<ul style="list-style-type: none"> • Participants will be asked to sanitize their hands before and after the activity • Lifejackets will be designated to each family for the duration of their stay. Upon departure, life jackets will be sprayed with disinfectant and left out to dry • Canoes and kayaks will be sprayed with disinfectant at the end of each use and left out to dry

Arts & Crafts	<ul style="list-style-type: none"> • Participants will be asked to sanitize their hands before and after the activity • No shared supplies from one activity period to the next one • The staff running this activity will stay 6 feet apart from the participants • Participants will be asked to wear masks
Drama	<ul style="list-style-type: none"> • No shared supplies from one activity period to the next one • The staff running this activity will stay 6 feet apart from the participants
Campfires	<ul style="list-style-type: none"> • Families may take part in this activity as a family unit, while keeping 6 feet apart from other family units in the amphitheatre • The metal s'more sticks won't be available. Instead, families will taken by staff to find suitable sticks in the woods • The staff running this activity will stay 6 feet apart from the participants • The marshmallows, chocolate and crackers will be placed in 6 separate family bowls, by kitchen staff wearing PPE

The drinking stations in all activity areas must be sanitized at the end of each activity period.

11.0 Suspected or confirmed case

11.1 Suspected case during a Family Camp

1. In the event of a suspected case, the director will immediately inform all families and employees present at the ranch, while maintaining the confidentiality of the individual(s) in question.
2. The family camp will be immediately terminated. Only permanent residents at the ranch should remain on the property.
3. If confirmed after testing, all family camps will come to a stop for 14 days, unless advised otherwise by public health officials.
4. Staff will perform a thorough clean of the ranch using appropriate PPE

11.2 Suspected or confirmed case between family camps

During check out, participants will be asked to immediately notify the ranch, should anyone in their family:

- Have symptoms in the 14 days following a family camp
- Test positive for COVID-19 in the 14 days following a family camp
- Learn about having had contacted with a suspected or confirmed case in the 2 weeks preceding the family camp



During staff training, staff will be instructed to notify the ranch immediately, should they:

- Have symptoms
- Test positive for COVID-19
- Learn about having had contacted with a suspected or confirmed case in the previous 14 days

Upon receiving information regarding a staff member or participant displaying symptoms outside of the ranch, the director will wait for test results. If positive, the director will proceed to cancel the following family camps, for a minimum period of 14 days, unless advised otherwise by public health officials. During that time, only permanent residents of the ranch should remain in the premisses.

The subsequent cleaning procedures in place will require the use of PPE.