



COVID-19 ACTION PLAN FOR EVENTS HELD AT HEARTLAND

February 2021

Health Status of Staff and Guests

- Informing staff and guest groups that those who are ill or who have been exposed to COVID-19 are to stay home
- Group leaders encouraged to bring their own infrared thermometers for daily temperature checks of participants
- Once guests arrive on property they are to remain on property until day of check out. No in and out to prevent outside community exposure to campers.
- Require wearing of masks by HCRC staff working in the dining hall and other HCRC staff with close interaction that does not allow for social distancing (if required by state)
- Require wearing of masks by event leaders/guests with close interaction that does not allow for social distancing (if required by state)
- Availability of tissues and hand sanitizer for staff and guests, as supply availability from distribution partners allow
- Recommend guests bring personal hand sanitizer with them
- Educate HCRC staff and all groups of HCRC health and wellness protocols and guidelines
- Remind campers/participants and staff to wash hands before each meal time and before entering services or group gatherings
- Use of digital messaging boards to advertise CDC-driven hygiene behaviors and standards
- Camp-wide signage re: handwashing, coughing and sneezing into elbow, and staying/going home if you are sick
- Remind guests as they are leaving the need to avoid contact with "at risk population" for 14 days
- Plan for cross utilization of staff to cover for those home with illness
- Immediate quarantine and exit strategy of anyone with COVID-19 symptoms
- Contact the Morrow County Health District if HCRC staff, camper, guest, if anyone diagnosed with COVID-19
- Complete contact tracing for anyone diagnosed with COVID-19
- Group event leader to notify participants (or parents of participants if minors) of known exposure to guest with confirmed COVID-19

Housekeeping

- Routine cleaning/sanitizing of all frequently touched surfaces
- Visible presence of dedicated staff in assigned functions
- Increased cleaning and sanitation of all lodging and meeting rooms upon group departure
- Electrostatic (or similar) cleaning of buildings after each check out

Lodging

- Maximum of ten (10) occupants per sleeping room with "head to toe" configuration to allow more space for social distancing
- Guests may be grouped into small cohorts based on lodging arrangement to limit the number of people for individual guest interaction
- Cohorts may remain together for all activities while at Heartland

Dining

- Groups to dine within assigned cohorts to limit the number of people for individual guest interaction
- All members of a cohort will be seated together.
- If used, same cohort assignments throughout time at Heartland
- Decreased occupancy to allow more space for social distancing
- Stagger meal times to allow more space for social distancing
- Floor markers in place to direct social distancing in lines.
- No self-serve stations available (all hot lines will be manned with guards in place -- premade salads served, desserts served, drink stations require new cup at each serving, no re-fills or refillable containers used). All service stations will be facilitated.

Recreation

- Groups may participate in recreation in cohorts to limit the number of people for individual guest interaction
- Decreased occupancy, when possible, to allow more space for social distancing
- Recreation may be scheduled for each individual cohort (when cohorts are desired)
- May limit cross interaction between cohorts
- Staggered use of restroom facilities at Pool House & Activities Building to ensure social distancing can be maintained
- Recreational equipment to be sanitized between each camper use, where possible
 - HCRC Program Team responsible for sanitation
 - Sanitization chemicals provided to Program Team

Worship Services/Education/Gatherings

- Decreased occupancy to allow more space for social distancing
- Seating may be set up in sections for teams/cohort to be seated together
- Same cohort sections throughout camp time **OR** sanitizing between services
- Maximum occupancy not to exceed 450; may be seated in cohorts
- Social distancing space between cohorts as desired
- Heartland's Guest Services will work with group event leader to develop:
 - Plan for social distancing
 - Meeting room entrance plan
 - Meeting room exit plan

COVID-19 Protocol Adherence

- Group event leader to encourage and enforce social distancing protocols
- Group event leader to encourage and enforce handwashing
- Group event leader to perform and report daily participant well checks
- Group event leader to perform and report daily leader/staff well checks

IMPORTANT NOTE: These protocols will be evaluated and updated per CDC recommendations as more information becomes known regarding this virus.