

Covid-19 level two policies and procedures for groups *(additional to our standard SMS and SOP's)*

Number restrictions

- The group size will be limited to 50 indoors or 100 outdoors, or whatever the Ministry of Health restrictions are currently recommended.
- People will be required to socially distance and to wear a mask indoors except when eating.

Contact tracing

- The group will provide a list of all the people attending camp. This list will contain names of participants, home address, contact details, along with a completed accommodation allocation form.

Clarifying participant health information

- All group members need to be declared clear of Covid-19 signs and symptoms for the two weeks prior to attending. The group leader needs to be confident that members are sufficiently reliable to provide this information. If this is not the case then additional clarification will be required.
- Any underlying medical issues that participants have that could affect their safe participation e.g. asthma which was easily managed prior to Covid-19 are disclosed.

Additional people on site

- There will only be a single group on site at any given time.
- Any contractors and suppliers will sign in and remain isolated from other people on site. If they are on site for extended periods of time they will be allocated separate toilets.
- Areas where any contractors are working will be fenced off from other people on site

Camp staff

- All staff are monitored continuously and will be clear of Covid-19 signs and symptoms. If any staff show signs or symptoms they will be isolated and tested. Groups will be advised of any positive cases during the two weeks prior to them attending.
- Staff will maintain separation from other people on site, and wear facemasks when interacting with clients.

Cleaning between groups

- All hard surfaces in accommodation areas will be sprayed and wiped with an approved sanitizer. This will include walls, bunks, light switches, door handles etc.
- Mattress covers will be sprayed with disinfectant and left to dry.
- Sinks, toilets and showers will be sprayed and wiped with an approved sanitizer.
- Any accommodation area that has had someone in it with suspected Covid-19 will be locked up for 72 hours then will undergo a deep clean.

Accommodation

- Where possible people will be spread throughout all our cabins to limit the number of people staying in each cabin.
- Where people are sleeping in close proximity to each other they will sleep head to feet or feet to feet to minimize close head to head contact.

Catering

- All catering and serving will be done by camp staff wearing masks. Meals will be served to the table.
- There is to be no sharing of cutlery, crockery or cups. People should only touch the items they are eating or drinking from. There is to be no sharing of food from other people's plates
- Tables will be sprayed and wiped with an approved sanitizing product before and after each meal.
- Dining room table layout will be designed to allow as much spacing as possible between people. This will mean only 4 people per table.
- Social distancing will be maintained when entering the dining room and waiting at the servery.
- Everyone is to use sanitizer at the servery.

Activities

- Social distancing will be maintained at all activities between camp staff and students / adults. Camp staff will wear masks.
- All participants will sanitise before each activity
- Programs will be adapted to allow time between rotations for cleaning of equipment.

Person showing symptoms of Covid-19 while on site

- The person will be separated from other people in the first aid room or another isolated area.
- The Ministry of Health will be contacted (0800 358 5453) and we will follow their advice regarding isolation, contact tracing and protecting others on site.
- Where possible two meters separation will be maintained between the person and anyone else on site.
- PPE will be worn if two meter separation can't be maintained.
- Communication of outcomes will be done as per the Ministry of Health recommendations.

Managing an emergency

- Emergencies will be managed as per our normal SOP's.
- The priority in an emergency is ensuring everyone is safe from the threat arising through the emergency event – fire, flood, earthquake etc. Once this has been established social distancing and sanitizing etc will be maintained at assembly points until the all clear has been given by emergency services.