

SHOCCO SPRINGS



SUPPLEMENTAL GUIDELINES FOR EVENT LEADERSHIP

Shocco and Event Leadership will adhere to the following guidelines for hosting events at Shocco Springs.

Communication

- **Shocco** - will provide event leadership with guidelines prior to event start date.
- **Event Leadership**- will communicate with group all COVID-19 related instructions in preparation for event start.

ANYONE SHOWING SIGNS OF ILLNESS OF ANY KIND OR WHO MAY HAVE BEEN EXPOSED TO COVID-19 MAY NOT BE PERMITTED TO ENTER THE FACILITY.

Drop off and Arrival

Event Leadership - will be responsible for screening all participants and checking temperatures before departing to come to Shocco. Upon Arrival daily health screenings and temperature checks throughout each day will need to be conducted by the Event Leadership.

The following health screening questions should be asked of all participants:

1. Have you been sick in the past two weeks?
2. Have you been in meaningful contact with anyone that you are aware of who has COVID-19 in the past two weeks?
3. Have you had a fever in the last 24 hours?

If any health screen questions are answered with a yes or they present with a temperature of 100.4 or greater, they are not allowed to come to Shocco.

Promote Healthy Hygiene

- **Event Leadership**- teach and reinforce washing hands and covering coughs and sneezes among all participants and their staff.
- **Shocco**- teach and reinforce washing hands and covering coughs and sneezes with all staff.
- **Event Leadership**- can use discretion in deciding if face masks for participants should be worn.
- **Shocco**- when social distancing is not possible, staff will wear face coverings whenever possible. Shocco staff will be reminded to not touch face coverings and to wash hands as often as possible.
- **Shocco**- has supplies throughout campus to support healthy hygiene behaviors, including soap, hand sanitizer, paper towels, and tissues

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Health and Safety Actions

- **Shocco**- will intensify cleaning, sanitation, and disinfecting of frequently touched surfaces (for example, playground equipment, sporting equipment, door handles, sink handles, drink fountains) multiple times per day.
- **Shocco & Event Leadership** - will allow time for cleaning in between activities.
- **Event Leadership**- will incorporate bathroom breaks and hand washing breaks in between activities.
- **Shocco**- will deep clean and sanitize the facility prior to the start of a new event.
- **Shocco**- will clean and disinfect tables, chairs, and counters after use.
- **Shocco**- will post signage and messaging to remind everyone about social distancing.
- **Shocco**- will provide 6 foot space markings in waiting areas.
- **Event Leadership**- if possible, will conduct conferences/breakouts to include same group each day
- **Event Leadership**- will limit the mixing of participants and will stagger groups to minimize mixing participants as much as feasible.
- **Shocco**- will space out seating and bedding as much as possible.
- **Shocco**- will allow groups to have the option to eat in designated dining areas and/or take their meals back to their own meeting spaces or outside picnic areas.
- **Shocco**- will offer boxed meals for each participant for all meals. Including individually wrapped utensils and single use items such as packets of ketchup, salt, etc.
- **Event Leadership**- will keep each participants' belongings separated.

Protection of Employees and Guests

- **Shocco**- will train all employees on health and safety guidelines as well as updated OSHA plan for communicable disease.
- **Shocco & Event Leadership**- are to repeat health screenings throughout the day- checking for any development of new symptoms.
- **Event Leadership**- anyone with a temperature of 100.4 or above should not be permitted to attend any activities and should be immediately sent home.
- **Shocco**- staff with a temperature of 100.4 or above should not be permitted on campus and should be immediately sent home.

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Ongoing Monitoring

- **Event Leadership**- participants that are sick should be separated and cared for by group staff until they safely leave for home.
- **Event Leadership**- if notified from home that someone in their group has had direct contact with a confirmed individual diagnosed with COVID-19, please send that participant home to stop the spread of COVID-19.
- **Event Leadership**- should notify participants immediately of any illness. Rooms and materials used to care for sick participants should be thoroughly disinfected and out of use for 24 hours.
- **Event Leadership**- will designate appropriate number of rooms in their room block for the use as an isolation facility. Event Leadership is required to inform Shocco Staff of the room/rooms they will designate prior to event start date.
- **Event Leadership**- are solely responsible for the medical care of their guests, to include access to medical care as needed.
- **Event Leadership**- will provide procedure to safely transport sick people home or to health care facility.
- **Shocco**- will provide contact information for local urgent care and hospital.

General Medical -MainStreet Urgent Care
256-649-8134

Monday-Friday 8am-8pm Saturday 8am-6pm Sunday 1pm-6pm

Citizens Baptist Medical Center
Emergency Room- 256-362-8111

Overnight Guests

Event Leadership- if possible, reduce number of participants in each lodging space.

Event Leadership- participants should sleep head to toe in upper and lower bunks.

Bunk beds should be spaced as far apart as feasible.

Event Leadership- if participants bring a personal fan, it should be pointed at only one person.

Event Leadership- advise guests when leaving event to minimize in-person contact with anyone in an at risk population for the following 14 days.