



Adventure Bible Program

COVID-19 Policy

Teen Ranch is committed to the health and safety of our participants and staff. We respect government directives and public health guidelines while creating an environment that fosters relationship and engagement for those participating. We have been and will continue to work with our provincial and local public health departments to ensure the safest and best possible participant experience during the COVID-19 pandemic.

1. Preparing at Home – Each participant will be asked to maintain the smallest social circles possible the two weeks leading up to the arrival at Teen Ranch. Any symptoms within the two weeks should be confirmed by testing and ensuring a negative result.

2. Arrival – Upon arrival and for the first 14 days, participants will follow all social distancing protocol until a safe social bubble has been established. Any international travelers would also self-isolate for 14 days prior to the start of the program

- a. Hand sanitizing will be required upon arrival
- b. Physical distancing of 2 meters while in buildings other than one's personal accommodation
- c. Face coverings will be required in all buildings other than one's personal accommodation, and during transportation. Staff and participants will review proper mask usage and sanitizing and handwashing procedures
- d. A full COVID-19 screening will be performed with each person in attendance, including temperature checks
- e. 1-2 persons will be permitted to see into the accommodation and carry luggage. These persons are not permitted to help unpack

3. Accommodations

- a. Participant accommodation will be confirmed close to the start date on the basis of participant numbers, current COVID-19 data and accommodation availability on site. Each accommodation boasts a private washroom.

- b. Face coverings are not required to be worn while a participant is in their own accommodation
- c. Meetings, sessions and indoor and outdoor activities will comply with physical distancing protocols

4. Sessions

- a. Seating will be assigned with physical distancing in place
- b. Speakers will wear a mask until at the front of the room and then speak from a safe distance from the participants

5. Dining Room

- a. Physical distancing will be established for those in the dining room and will be at 30% capacity or less and those in motion will wear face coverings.
- b. Grab 'n Go options will be made available to participants and staff for some meals with individual servings in disposable containers

6. Outings and Outreaches

- a. Face coverings will be worn by each person during travel and while on an outing, meeting all required protocol for each location. Whenever possible, windows will be open to allow for greatest air flow
- b. Those working in Food Service must always wear an appropriate face covering.
- c. Face coverings must be cleaned or replaced when damaged or soiled and face coverings are for personal use only

7. Instructors and Guests

- a. All instructors, guests and visitors will be kept to a minimum and allowed by invitation only, with approval from Teen Ranch Director and will be asked to follow all physical distancing protocol

8. Cleaning and Sanitizing – all cleaning and sanitizing recommended by Peel Public Health will be maintained.

- a. Extensive staff and participant training (general and department specific) will be undertaken to ensure that the protocols developed are understood and maintained, according to provincial standards <https://www.ontario.ca/page/resources-prevent-COVID-19-workplace>

General Standard includes:

- Sanitizing
- Physical distancing of 2 meters
- Face coverings
- Limits on number of persons in a given area

- b. Public spaces and bathrooms will be cleaned, disinfected, and stocked daily to reduce the risk of spreading illness
- c. Dining room and classrooms will be disinfected between use according to the program schedule and those entering will be required to sanitize at the entry

d. Hand sanitizing stations will be made available throughout the property where deemed necessary

e. Accommodation Cleaning Jobs (assigned and trained by Program Staff) include:

- Bathroom cleaning and sanitation daily
- Daily trash removal
- All high touch surfaces will be sanitized daily

f. Staff and admin spaces will be sanitized daily

9. Communication of Important Information

a. Appropriate signage will be posted to encourage and remind of personal hygiene, cleaning and sanitizing protocol, physical distancing, and face covering guidelines

b. Staff, guest and visitors will be logged including date and location for potential contact tracing

b. If a participant or staff member tests positive for COVID-19, the Teen Ranch administrator will contact Peel Public Health to inform as well as assist in contact tracing efforts, including notification of staff, participants, and visitors who may have had contact with the individual, while maintaining confidentiality

10. Personal Travel

a. Participants will not be permitted to make overnight visits elsewhere during the program without Teen Ranch Director consent and may be asked to re-screen before being permitted back onto the property

11. Illness

a. Participants who are ill should inform Teen Ranch staff and self-isolation procedures will be put into place.

b. Teen Ranch Staff will communicate with public health and follow all guidelines, which may include ensuring a COVID-19 test and self-isolation until receiving results

c. Each staff member is to self-monitor for signs of illness. Staff who are ill should stay home and follow self-isolation procedures as recommended by Ontario Public Health Department to prevent the spread of illness

12. A Positive COVID-19 Test

a. Participants who test positive for COVID-19 will be sent home (or isolated in a quarantine room if they are unable to travel home). Arrangements will be made for their medical and health needs

b. Staff who show signs and symptoms of COVID-19 will be required to self-isolate until a negative test result is received. Staff who test positive for COVID-19 will be required to self-isolate in their home and can only return to work when a negative result is confirmed. Added screening of other staff and participants will ensue.

c. If persons test positive for COVID-19, Teen Ranch will work closely with Peel Public Health. If a possible closure will be required, the following would take place:

- a. A well-distanced informational meeting session will take place to inform participants of a closure and ensuing guidelines
- b. Teen Ranch staff will initiate communication to the emergency contact regarding a closure before participants connect with them
- c. Participants will be asked to self-isolate in their own accommodation and begin the Departure Protocol
- b. Staff will ensure proper sanitizing and closure of public spaces
- c. Kitchen staff will ensure meals are delivered to participants until they are able to depart Teen Ranch
- d. Program Staff will ensure participants are well-cared for during the process and aid in any communication needs with their emergency contacts

13. Departure Protocol

- a. All personal items removed from all areas (including laundry rooms)
- b. All trash to be bagged and set on road
- c. Desks and dressers are to be emptied, cleaned, and wiped down with drawers left open
- d. Floors swept and mopped
- e. Blinds shut and windows locked
- f. Teen Ranch will accommodate participants who are unable to depart campus quickly in the case of an unexpected closure by providing room and board until they are able to make travel arrangements home
- g. Teen Ranch staff will follow up with the participants (and their families) to offer future credit or issue a pro-rated refund from the day of the departure, less the \$250 non-refundable portion of the deposit.
- h. Teen Ranch staff will follow up by phone within a few days and by letter within a month