

## FOR ON-SITE OXBOW VOLUNTEERS: COVID-19 Safety Guidelines



**Thank you for volunteering with Oxbow Farm & Conservation Center!** We hope this volunteer experience offers you a fun chance to connect with nature, the Oxbow community, and your food! *Please review the following safety guidelines before your visit* and contact [volunteer@oxbow.org](mailto:volunteer@oxbow.org) at any time if you have questions or concerns. We appreciate your help!

**Wearing masks, staying six-feet apart, washing hands frequently throughout the day, and working outside or in well ventilated spaces are the key principles underlying Oxbow's Safety Procedures.**

**Pre-screening and monitoring:** Volunteers are asked to review the COVID-19 pre-screening checklist (below) before arrival at Oxbow. We will also ask volunteers to answer pre-screening questions, including inquiring about symptoms and history of exposure on the day of their visit.

**Staying home if sick:** We require that if a volunteer (or household member) is sick or exhibiting any symptoms that could be COVID-19, they stay home and reschedule their visit for a later date.

**Supplies:** All visitors to Oxbow are expected to wear a clean face mask. Volunteers are highly encouraged to bring their own mask, but we do have extras available if needed. We also recommend bringing an extra mask in case the first gets dirty.

Volunteers are also encouraged to bring their own work gloves, garden tools, and other supplies as possible. Shared gloves and tools on site will be sanitized before and after use.

Surface and hand sanitizer, extra masks, gloves, soap, paper products, and first aid supplies will be available. Volunteer coordinators and other Oxbow staff are equipped with COVID safety gear on-hand at all times.

**Pre-Screening Symptom Checklist:** On the day of their visit, volunteers will be asked if they currently have symptoms of COVID-19 (shortness of breath, flushed cheeks, difficulty breathing, cough), if they have experienced any of these in the last 72 hours, or if they have been in contact with anyone with COVID-19 in the last 14 days. Additional symptoms are not limited to, but include:

- Fever or chills
- Cough Shortness of breath or difficulty breathing
- Fatigue Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

## FOR ON-SITE OXBOW VOLUNTEERS: COVID-19 Safety Guidelines



**Wearing masks:** All volunteers are required to wear masks (not bandanas) while on site. If you are working in a building with at least one wall and a roof, you *must* wear a mask. You must wear a fresh or newly laundered mask each day. Take care to sanitize hands after removing masks or touching your face. "Masks breaks" can take place if volunteers/staff are more than 12' from others, are outside of high traffic and enclosed areas (at least one wall & roof), and are staying in one place. For more comprehensive information from the CDC about cloth face masks and proper use and handling, visit: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-wear-cloth-face-coverings.html>

### Hygiene and Social Distancing:

- All volunteer opportunities take place outdoors, with extremely limited access to indoor spaces such as the Barn and Kids' Clubhouse on a case-by-case basis as necessary.
- Volunteers and staff will work in groups of 5 or fewer (including staff), maintaining 6' distancing.
- Volunteers will use designated visitor restrooms. Please be sure to wear a mask while in a restroom or honey bucket, as it is an enclosed space.
- Volunteers will wash hands frequently with soap and water and use hand sanitizer when unable to wash. Important times to wash include: before entering farm fields, before and after eating, after using the restroom, and after coughing, sneezing, or any other activity that puts hands near your face.
- Sharing of supplies will be discouraged. Please keep track of assigned tools. All tools, materials, and surfaces (including restrooms) will be cleaned between users.
- Drinking water will be available for refilling water bottles. It is recommended to arrive each day with a full water bottle, if possible.

**Communication:** Please complete all required volunteer forms before arriving onsite. We ask for full disclosure and continued communication from volunteers if there is a concern about potential COVID-19 exposure, and we will do the same.

If a volunteer is experiencing symptoms (however mild) which may be COVID-19, we will ask them to leave the site immediately and remain in communication about any changes or diagnosis of COVID-19.

**Minors (18 and younger):** Volunteers must be 12 or older; volunteers under the age of 16 years must be accompanied by a trusted adult. Minor volunteers are expected to review and follow all COVID-19 safety guidelines. Parent/guardian will be asked to complete a sign-in and liability release waiver for any minors volunteering with Oxbow, including emergency contact information. Please be available via cell phone and prepared to pick up minor volunteer in case of sudden onset symptoms or other emergency.