

Introduction

The Board of Directors, following the advice of the Grey Bruce Health Unit and the Province of Ontario and in accordance with regulations made under the Reopening Ontario Framework has established these guidelines to be followed by all staff and volunteers.

Communication and Signage

Signage will be posted advising the public that the site is closed to visitors and only authorized staff and volunteers will be permitted to enter. A maximum of five (5) people will be permitted at any one time. The President of the Board of Directors may authorize entry by additional persons, provided that all public health guidelines and regulations are adhered to.

Prior to attending the garden, approval must be received from the garden co-ordinator to ensure that all attendance is recorded for contact tracing.

The COVID-19 workplace safety plan shall be updated regularly and posted at the gatehouse.

Additional signage will be posted within the site regarding physical distancing, restricted areas, no sharing of tools, handwashing and disinfecting procedures. Staff and volunteers shall obey all posted signs.

Screening

Before attending the garden, all employees and volunteers shall conduct a self-screening assessment.

The screening may be completed on-line: <https://covid-19.ontario.ca/screening/worker/> Results should be emailed to the garden co-ordinator prior to arrival, or

The screening may be completed off-line upon arrival, but prior to entering the site. The garden co-ordinator shall ensure that copies of the self-screening questionnaire are available.

Any employee or volunteer that cannot pass the self-screening shall be advised to stay or go home to self-isolate immediately and to seek advice from Public Health.

Any employee or volunteer that develops symptoms after a visit to the garden, shall inform the garden co-ordinator immediately.

Physical or Social Distancing

Worker and volunteers shall maintain a minimum of two (2) meters or six (6) feet of separation at all times, unless they reside in the same household.

Children should not accompany volunteers if they are too young to understand physical distancing and hygiene practices. Parents or guardians are responsible for following the guidelines on behalf of their children.

Hygiene

Workers and volunteers shall clean hands frequently using soap and water or an alcohol based sanitizer.

If you have to cough or sneeze, do it into your sleeve or a tissue. Dispose of the tissue into the trash and immediately wash your hands.

Avoid touching your eyes and face.

Disinfect common areas such as water faucets and door handles after use, with the provided disinfectant.

Use of Masks

Properly fitting masks that cover the nose, mouth and chin must be worn at all times while indoors or completing tasks outdoors but unable to maintain a physical distance of two (2) meters.

Use of Tools and Equipment

Avoid sharing tools. Volunteers are asked to bring their own tools and protective equipment and take them home at the end of their shift. Staff will be assigned tools and personal protective equipment for their individual use.

Where sharing a certain piece of equipment is unavoidable, the equipment shall be cleaned and wiped down with a disinfectant between uses. Equipment with metal or fiberglass handle is preferred over wood for this type of use.

Eliminate the need to touch surfaces where possible. For example, leave doors open to common areas that may need to be accessed throughout the day and designate a single person to be responsible for a task rather than doing many things in different spaces.

Failure to Observe Guidelines

If a staff member or volunteer witnesses a violation of these guidelines, they shall report it immediately to the garden co-ordinator.

The Board of Directors reserves the right to ask any staff or volunteers to leave the garden at any time if they fail to observe the guidelines.