

## COVID-19 Policies and Procedures

We are so excited to welcome our school partners and their students back to the Glen! As an outdoor learning facility, Glen Helen is quite accustomed to mitigating risk. With 50+ years of experience learning (and playing!) outdoors and preparing for a wide range of environmental conditions and possibilities, we plan our programs accordingly to keep injuries and accidents at a minimum. That experience has informed our current COVID-19 policies and procedures. We are committed to using all of the best information available to minimize exposure and the possibility of transmitting disease.

For this to go smoothly, we need everyone's support and cooperation. We encourage our participants and staff to ask questions, raise safety and health concerns, and offer suggestions related to the plan and its implementation. Here are some of the precautions we will take, and some expectations we will have of our partner schools.

Pre-program for all participants (Students, Teacher, Chaperones)

- Staff, participants, and families should screen themselves for symptoms of COVID-19, and know when someone should stay home:  
<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>
- No fever or any other COVID-19 symptoms recognized by the CDC or known contact with or exposure to a COVID-19 carrier for previous 2 weeks
- We strongly encourage vaccinations in all participants who are eligible to receive one
- The Glen Helen Outdoor Education staff and interns have all been vaccinated

During Program

- Frequent hand washing, especially before and after meals
- Classes and activities will be held outdoors as often as possible
- Frequent sanitizing of program spaces and materials will be conducted by Glen Helen staff

Face Coverings

- Face coverings must be worn when in public spaces inside all buildings due to ODH recommendation and Glen Helen policy. We encourage participants to also wear masks in dorm rooms when not showering, brushing teeth, etc., but schools may determine their own level of enforcement.
  - Glen Helen staff will enforce this policy when in programming, but school staff are responsible for enforcement in free times, dorm rooms, etc.
- Participants may be excluded from Glen Helen programming and premises if a participant refuses to wear a face covering or has to be reminded frequently. Exceptions will be made for those requiring [accommodations](#).
- Glen Helen staff and interns will wear face coverings when directly interacting with users indoors. One exception, vaccinated staff may choose not to wear face coverings when presenting large group programs, as physical distancing is possible and voice projection is difficult with face coverings.
- Participants and staff will be asked to carry their face coverings with them at all times. Although face coverings will not be required when outdoors, there will be specific times during classes when they are necessary due to inability to physically distance

### Physical Distancing

- A minimum of 3 feet of physical distance between students when indoors during programming
- A minimum of 6 feet of physical distance between students and Glen Helen staff when indoors
- Physical distancing will be encouraged when outdoors

### Cohorting

- Schools will be cohorted as a whole. They will have their own spaces/classes and will not commingle with other groups onsite
- If cohorts within the school group are pre-established by a school partner, Glen Helen will alter programming and space use to the best of our ability to keep students within those cohorts
- If cohorts are not pre-established at school, each trail group will be treated as a cohort during lessons and meal times

School staff are responsible for:

- Maintaining cohorting and physical distancing outside of Glen Helen programming (ex: free time, Evening Activities, dorm rooms, etc.)
- Minimizing adult chaperone movement between trail groups
- Planning dorm room assignments and trail groups to maintain cohorting when possible

### Meals

- Food will be served cafeteria-style
- Seating will be outside, weather permitting. If weather is inclement, we will have seating dispersed inside the dining hall and other indoor spaces
- Staff and participants must wear a face covering when not actively eating, including in line
- Each person must sanitize or wash their hands prior to touching food service items
- Trail groups will eat meals together
- Large schools may be scheduled for staggered meal times to accommodate physical distancing

### Participant Illness

- We have spaces for isolation of sick students. Students who are ill will need to be picked up by parents or guardians.

School staff are responsible for:

- Contacting emergency contacts of sick students
- Arranging same-day transportation of sick students off Glen Helen's campus
- Monitoring sick students while they await transportation
- Assisting Glen Helen staff with their school's specific mandated contract tracing and communication measures
- Post-program reporting of student or adult participant positive COVID-19 cases occurring within two weeks following the end of the program

Glen Helen has designated a staff person who is responsible for responding to COVID-19 concerns and will help coordinate with schools and local health authorities regarding positive COVID-19 cases. All school staff and families should know who this person is and how to contact them:

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