

Mount Moresby Adventure Camp Society

COVID-19 Instructional Safety Plan

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BACKGROUND: The importance of outdoor programming in personal growth, learning and development in youth is well documented. While building lasting friendships and staying active, outdoor instruction can build skills, confidence and an appreciation for our amazing surroundings on Haida Gwaii. This year in light of COVID-19, we're prioritizing the safety of our program attendees, their teachers, helpers and our staff. In addition to creating an exciting and engaging experience for participants, we've enacted policies and procedures to reasonably mitigate exposures of attendees, school staff, and our staff to COVID-19. By order of the Provincial Health Office, we have developed this COVID-19 Safety Plan for our outdoor instructional operations.

Scope: This plan was developed for Mount Moresby Adventure Camp Society's Forest Stewardship Program outdoor instruction to be delivered in and around the communities of Haida Gwaii. It has been reviewed so that it can also apply to outdoor instruction in-general.

This safety plan follows the steps and structure outlined in the BC Recreation & Parks Association (BCRPA) Activity User Group COVID-19 Safety Plan Checklist, adapted from the WorkSafe BC comprehensive tool and PHO recommendations.

It includes 8 steps to creating a comprehensive plan:

- **Step 1:** Review the Facility COVID-19 Safety Plan (Municipal or otherwise);
- **Step 2:** Assess the risks at your activity;
- **Step 3:** Implement protocols to reduce the risks;
- **Step 4:** Develop policies;
- **Step 5:** Develop communication plan;
- **Step 6:** Monitor and update your plan as necessary;
- **Step 7:** Assess and address risks from resuming operations;
- **Step 8:** Provide your host with your COVID-19 Safety Plan (e.g. school).

STEP 1: Review the Facility COVID-19 Safety Plan

All programming is to be delivered outside. No MMAC instructors will enter the schools.

STEP 2: Assess the risks at your activity

- We will continually identify areas where people gather.
- We will continually identify situations & processes where individuals are close to one another or members of the public.
- We will continually identify the equipment and/or objects that may be shared by individuals.
- We will continually identify surfaces that people touch often.

Common Areas- While delivery is entirely outside, there will be times when instructions or lectures are being delivered that require the groups to be in a tighter formation.

MMACS instructors will design lessons to make physical distancing between instructors and students/ staff easily maintained. In the event this is not possible, proper PPE will be worn.

There will be group equipment used in lesson delivery. All hard surface equipment will be disinfected following BCCDC guidelines. Equipment will be packaged in such a way that it can be distributed to the students without being touched by the instructor. If this is not possible, proper Personal Protective Equipment (PPE) ie. gloves, will be worn. If possible equipment will be assigned to a specific cohort/ school.

In providing all instruction outside, there should be no high use fixed surfaces that need to be sanitized. If such a surface is identified, it will be cleaned when appropriate.

Step 3: Implement protocols to reduce the risks

Mount Moresby Adventure Camp Society will:

- Require all MMACS instructors to complete a Daily Health Check. If the instructor does not pass, the day will be cancelled or an appropriate instructor substituted.
- Require all MMACS instructors to complete COVID-19 specific training prior to instructing. This will include familiarization with SD 50 COVID-19 safe work instruction.
- Design programs to be delivered outside thus enabling easy minimum distance (2m) between MMACS instructor and students/staff. In the event that this distance cannot be maintained, all instructors will have necessary PPE.
- All hard surface equipment will be disinfected after each use.
- Whenever possible, instructors will be selected from the same community where they are delivering programming and will be designated to a specific school.
- Instructors will keep daily records of all who attend the programming. At the discretion of the schools, instructors' names can be added to the school registry to help with contact tracing.
- MMACS will respond to changing pandemic conditions and update the plan as necessary.
- MMACS will provide hand sanitizer in the field.

Step 4: Develop Policies

- All instructors must complete COVID-19 specific training.
- Any instructor who fails the Daily Health Check is prohibited from going to work and must follow SD 50 protocols before returning.
- Lessons are to be designed to minimize close contact between instructors and students/ staff.
- PPE must be worn if a 2m distance cannot be maintained.
- All hard surface equipment must be disinfected prior to use.
- Hand sanitizer will be provided by MMACS.

Step 5: Develop Communication Plans

- MMACS COVID-19 Safety Plan will be available to all on the MMAC website: mountmoresbyadventurecamp.ca
- Waivers to be distributed prior to instruction.
- All instructors report to the MMACS Executive Director (ED). Any issues that cannot be solved immediately will be addressed by the ED with input from the instructors, teachers, Teachers Assistants (TA's) and students.
- Teachers and instructors are expected to undertake planning and organizing independent of the MMACS ED and principal, however all instruction modules will be pre-approved and instruction days planned ahead and documented. In the event of an issue, MMACS ED will be notified immediately.
- A contact list will be provided to each school. This will contain organizational as well as instructor contacts.
- In the event that an instructor does not pass the Daily Health Check the school will be notified and SD 50 procedures followed.

LOCAL EMERGENCY NUMBERS

Provincial Emergency Program	1-800-663-3456
BC Poison Control Centre	1-800-567-8911
BC Ambulance	1-800-461-9911
HealthLink BC	8-1-1
Haida Gwaii Hospital & Health Centre	1-250-559-4900
Northern Haida Gwaii Hospital	1-250-626-4700
Skidegate Health Centre	1-250-559-4610
Haida Health Centre	1-250-626-3911
Masset Volunteer Fire Dept.	1-250-626-5511
Queen Charlotte Volunteer Fire Dept.	1-250-559-4488
Skidegate Volunteer Fire Dept.	1-250-559-8300
Sandspit Volunteer Fire Dept.	1-250-637-2222
Port Clements Volunteer Fire Dept.	1-250-557-4355

RCMP – Masset Branch	1-250-626-3991
RCMP – Queen Charlotte Branch	1-250-559-4421
Gwaii Haanas (by Sat phone)	1-780-852-3100
Coast Guard (by Sat phone)	1-250-363-2333

Step 6: Monitoring & Training

- We have a plan in place to monitor risks. We make changes to our policies and procedures as necessary.
- Individuals know who to go to with health and safety concerns. (Executive Director)
- When resolving safety issues, we will involve designated health & safety representatives.

Step 7: Assess and address risks from resuming operations

- We have an education or training plan for new participants and camp staff, or those with new roles.
- The risk of an instructor contracting COVID-19 while working or introducing COVID-19 into a cohort is the greatest risk that MMACS faces. This plan is in place to address that risk and move forward with this positive and healthy programming.

Step 8: Provide your host with your COVID-19 Safety Plan

- This plan will be submitted for review to all educational institutions and open to feedback prior to programming and will be available on the website.

SUMMARY OF MMACS CONTROL MEASURES

1. Prior to daily instruction, the instructor(s) will complete and pass a Daily Health Check
2. Instructional modules will be developed to maintain physical distancing between MMACS instructor and staff at all times.
3. PPE will be worn if physical distancing not able to be maintained
4. Activities will take place outside only. MMACS instructors will not enter the schools.
5. Hard surface equipment will be cleaned and disinfected prior to use.
6. Emphasis on good hand hygiene and gentle reminders to attendees
7. Enhanced training and certification of staff
8. Screening and record keeping, with daily reporting to Supervisor