



COVID-19 Information, Initiatives, and Prevention Plan

Introduction

This document details the initiatives Hunt Club Farm has put in place to safely reopen. We are confident that our comprehensive plan will enable us to safely operate in the current phase. Reopening the farm safely will require a coordinated effort that focuses on five key components: screening, limiting farm capacity, cleaning high-touch surfaces, educating guests on how they can enjoy the farm with physical distancing, and enforcing healthy guidelines through interaction with “Safety Ambassadors.”

We understand that reopening will be a gradual process and our plan accounts for this expectation. Hunt Club Farm has developed this document in conjunction with the most current guidance from the World Health Organization (“WHO”), Centers for Disease Control and Prevention (“CDC”), Occupational Safety and Health Administration (“OSHA”), American Heart Association (“AHA”), Jeff Ellis and Associates (“JEA”), local and state guidance, the City of Virginia Beach “Beach Reopening Plan”, and the International Association of Amusement Parks and Attractions (“IAAPA”).

Hunt Club Farm along with the rest of the tourism industry, is an integral part of Virginia Beach’s economy as well as its identity. We also provide employment for over 100 employees seasonally, which would create much needed work opportunities during this difficult time. Hunt Club Farm has a long history of safety and our goal with this plan is to detail the extensive procedures we will be putting into place to allow guests to safely enjoy outdoor recreation on our 35-acre family-owned and operated farm.

Our plan was developed with the premise that farms are different from other businesses/gatherings. Farms, by their very nature, operate differently and these distinctions can be seen most clearly in the following areas:

1. Outdoor farms have plenty of space for guests to spread out and safely enjoy outdoor recreation, relieve stress, get some fresh air and vitamin D, and stay active.
2. Farms are in the business of moving people and crowd control. Part of their business model includes moving guests of any number from one part of the farm to the other using safe and effective means.
3. Capacity can be reduced and/or managed to allow for appropriate physical distancing. Farms can establish capacity maximums that will ensure crowds are kept at a level that staff can ensure physical distancing requirements are met.
4. Admission is limited to a two-hour time period with a fixed number of visitors. Social distancing and face masks are required for all staff and encouraged for guests.
5. Exposure time is limited. Guests generally move throughout their experience as opposed to being in a confined space with others. The guests are not sitting in a single location, elbow-to-elbow, for an extended time.
6. A large percentage of farm attendance is made up of family members who live in the same home.

Topline Considerations for Reopening:

1. Screening of guests and employees prior to entering the farm.
2. Allow healthy people to enjoy our farm and encourage the use of face coverings for guests and require face coverings for staff.
3. Provide means to wash/sanitize hands frequently.
4. Manage density of people within the farm to keep people or family units 6 feet apart.
5. Reduce touch areas where possible and disinfect/sanitize high touch surfaces frequently.
6. Protect employees with various approaches, including barriers, protective coverings, and distancing.
7. Communicate with employees and guests effectively on how to prevent the spread of germs.
8. Have a plan in the event a guest or employee falls ill on site.

Timelines and the scope of restrictions will vary widely depending upon regional guidelines and other factors. The initiatives listed are temporary for the COVID-19 pandemic and guidance provided for it and may evolve rapidly. Savannah Harvey, the Office Manager, shall serve as the farm's coordinator of the plan and can be reached via email at office@huntclubfarm.com or via text at 757-589-1219.

Guest Initiatives

Physical Distancing

1. Farm capacity will be reduced in phases to allow for physical distancing. Capacity during Phase 1 will be 50%. Phase 2 capacity will be 75%. Phase 3 capacity will be 100%.
2. Capacity is being reduced in the petting farm by at least 50% and the reduced capacity will be posted at the gate.
3. Capacity will be monitored through farm attendance tracking. If capacity is met, additional guests will be admitted as other guests leave.
4. Guest messaging (via signage and pre-recorded and/or live PA system announcements) will include a request for guests to remain 6' from other guests not from within their own household.
5. Face coverings provide additional safety for guests and employees. Guests are encouraged to wear them, particularly in these circumstances:
 - When interacting with employees
 - When in common areas and queues.

6. Signage or markings will be used throughout the farm to indicate appropriate 6' physical distancing. Guest messaging will also include a request for 1 person per marking except in situations where a parent is accompanying a small child. Markings will be used in numerous locations including, but not limited to:
 - Ticketing queue
 - Retail queue
 - Within restrooms/changing rooms
 - Food & Beverage queues
 - Attraction queues (including the petting farm)
7. Guests will be directed to the Market or snack bar for concessions.
8. Picnic tables will be spaced 6' from one another.
9. Sink usage in restrooms will be reduced and markings will indicate available units and waiting points. The same approach will be utilized for urinals in men's restrooms. Sinks and urinals that are not to be used will be marked as such.
10. All ticketing/guest relations efforts will be conducted through the Ticket Windows. Ticketing windows have a glass barrier between the employee and guest. Barriers/hygiene screens will be provided at other Retail and Food & Beverage point-of-sale locations.
11. Communal condiment dispensers will be eliminated; guests will be provided individual condiment packets as food is distributed.
12. Pre-packaged plastic flatware will be used.
13. Distancing from others outside of their household is still expected during farm activities.

Physical Distancing Enforcement

1. We will have "Safety Ambassadors" on duty to provide friendly reminders to guests about physical distancing. They will also wipe all common surfaces every hour.
2. All employees will be trained on COVID-19 safety protocols and safe behaviors and will assist with physical distancing enforcement.
3. When ambassadors or any employee encounters individuals or groups that are not distancing, they will ask for voluntary compliance to spread out.

Guest Confidence/Guest Communication

1. Announcements and signs will warn guests about the risk of contracting COVID-19 in any public space. They will include information like:

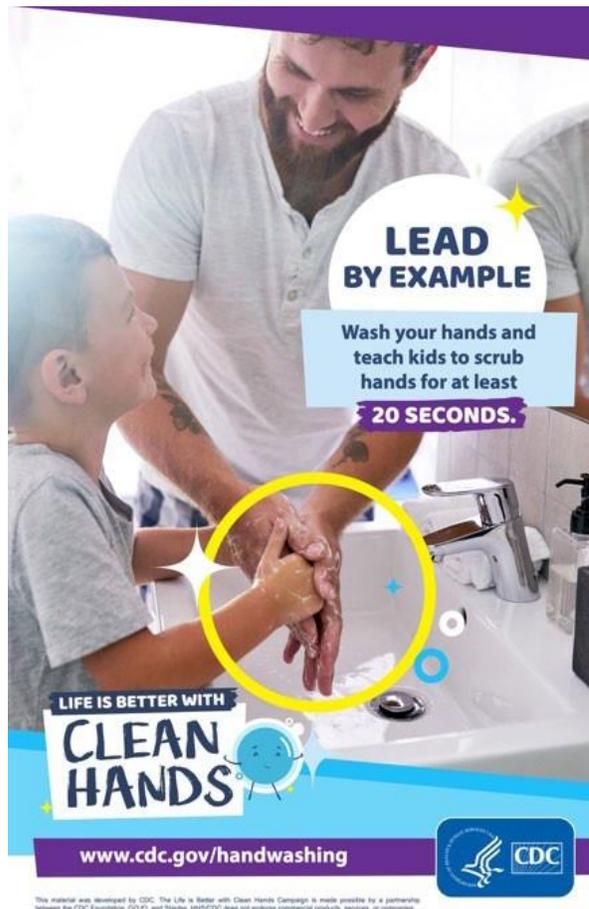
We are committed to keeping you healthy and safe, but we cannot guarantee you will not be exposed to COVID-19. We rely on you to protect yourself too:

- *Wash your hands often and avoid touching your face*
 - *Maintain your distance from others*
 - *Cover your mouth and nose*
 - *Avoid touching surfaces*
 - *If you are sick, please do not visit until you and your family are well.*
2. New operational procedures will be communicated to guests prior to arrival on our website and through social media. Upon arrival at our farm, the procedures will be communicated through signs and frequent PA announcements.
 3. Guests are encouraged to purchase online, in advance, to reduce face-to-face purchase transactions when possible.

Personal Hygiene

Guest handwashing will be encouraged via signage in all guest restrooms. See Figure 1 below. Additional signage and/or audible announcements to reinforce these messages may also occur throughout the farm.

Figure 1



1. Cover Your Cough” signage will be placed throughout the park. See Figure 2 below. Additional audible announcements to reinforce these messages may also occur.



Figure 2

2. Hand sanitizer stations have been placed in guest areas throughout the park.
3. Guests will be requested (via signage, etc.) to keep interactions brief.

Sanitization

1. Cleaning/disinfecting employees will be highly visible. In addition, cleaning is a responsibility of all employees and they will have specific cleaning tasks in their work areas.
2. Frequently touched surfaces will be routinely cleaned and disinfected. Disinfectant solutions that are registered with the EPA for use against SARS-CoV-2, the virus that causes COVID-19, will be readily available in areas of frequent contact. (Vital Oxide) Surfaces will be left wet for the duration of the “contact time” required for the solution to be effective. If the disinfectants listed above are not available:
 - A diluted bleach solution may be used consisting of 1/3 cup of bleach per gallon of water. These solutions should be left on the surface for at least 1 minute
 - Alcohol-based solutions with at least 70% alcohol may also be used
 - All solutions and containers must be properly labeled. If a container’s contents are unknown, the contents should be discarded, and the container rinsed with water.
3. Disinfectant wipes will be provided for use at POS stations/pin pads, and other locations where quick disinfection between guest use is paramount.
4. Placards will be used at dining tables. Guests will be requested to flip a placard to the red (“used”) side at dining tables after a table and chairs have been used and to prompt for disinfection. Following disinfection, our Cleaning Ambassador will flip the placard to the green (“clean”) side.
5. Additionally, the following surfaces will be placed on an enhanced disinfecting schedule:
 - Cashier POS stations/pin pads
 - Admissions/Food & Beverage Counter Tops
 - Bathrooms/changing areas
 - Handrails
 - Trash cans
 - Benches & picnic tables
 - Doors/doorknobs
 - Exit gates
6. According to the CDC, outdoor areas generally require normal routine cleaning and do not require disinfection. Spraying disinfectant on sidewalks and in parks is not an efficient use of disinfectant supplies and has not been proven to reduce the risk of COVID-19 to the public. Operators should maintain existing cleaning and hygiene practices for outdoor areas. However, Hunt Club Farm is sanitizing all high touch areas within the Petting Farm including fences, gates, gate latches, park benches, outside sinks and sanitizer stations.

Employee Initiatives

Physical Distancing

1. In addition to guest physical distancing initiatives (physical distancing messaging, reduced in-park capacity, etc.) employees will also be required to exercise 6' physical distancing while on the worksite.
2. Training will be delivered to every employee on all the initiatives contained in this document.
3. Markings to indicate 6' distancing will be used in backstage areas where it is practical to do so (such as break areas and time clocks.)
4. Physical distancing is still expected in employee break areas. Break areas will be expanded to include additional areas as approved for breaks and lunches.
5. Ticket window availability will be spaced at least 6' apart.
6. Barriers/hygiene screens will be provided at other Retail and Food & Beverage point-of-sale locations.
7. Employees will be proactively required to maintain 6' distances from one another during team meetings. Face-to-face meetings will be limited and replaced by virtual communications where feasible.
8. Side-by-side seating in company vehicles will be prohibited; 6' distance between the driver and passenger(s) will be required.

Screening

1. Employees will be trained encouraged to do a Self-Check of COVID-19 symptoms before reporting to work for each shift. Any employee that is not feeling well must not report to work. Employees should ask themselves: "YES or NO since my last day of work, have I had any of the following:"
 - A new fever (100.4°F or higher) or a sense of having a fever.
 - A new cough that cannot be attributed to another health condition.
 - New shortness of breath that cannot be attributed to another health condition.
 - New chills that cannot be attributed to another health condition.
 - A new sore throat that cannot be attributed to another health condition.
 - New muscle aches (myalgia) that cannot be attributed to another health condition or specific activity (such as physical exercise)?
2. If an employee answers YES to any of the screening questions before reporting to work, the

employee should call their supervisor to notify them and stay home and not report to work.

3. Hunt Club Farm will not pressure an employee to work if the employee is ill with possible COVID-19 symptoms.
4. Employees will be advised not return to work until the CDC's criteria to discontinue home isolation are met. While the CDC's recommendations cover a number of scenarios, people with COVID-19 or its symptoms who are recovering at home (or other non-hospital setting), and will not be tested to determine if they are no longer contagious can leave their "sick room" and home when:
 - They have had no fever for at least 72 hours (that is three full days of no fever) without the use of medicine that reduces fevers
AND
 - Other symptoms have improved (for example, when their cough or shortness of breath have improved)
AND
 - At least 10 days have passed since their symptoms first appeared
5. A person may have been exposed if they are a "close contact" of someone who is infected, which is defined as being within approximately 6 feet (2 meters) of a person with COVID-19 for a prolonged period of time:
 - Potentially exposed people who **have** symptoms of COVID-19 should self-isolate and follow CDC recommended steps.
 - Potentially exposed people who **do not have** symptoms should remain at home or in a comparable setting and practice social distancing for 14 days.
 - All other persons should self-monitor for symptoms such as fever, cough, or shortness of breath. If they develop symptoms, they should notify their supervisor and stay home.
6. Employees will not be required to have testing performed or a doctor's note before returning to work.

Personal Hygiene, Cloth Face Coverings, Personal Protective Equipment (PPE), and Emergency Response

As with guest areas, signage will be posted in employee areas which identifies the best cough and handwashing practices. Management shall participate in and promote frequent and comprehensive hand washing practices. Tissues will be made available at the employee break room and in the main office.

All employees will be required to wear cloth face coverings (over the nose and mouth) while on the job. Rare exceptions will be permitted for employees eating/drinking when on break. Cloth face coverings should (see Figures 3 & 4)

- Fit snugly but comfortably against the side of the face
- Be secured with ties or ear loops
- Include multiple layers of fabric
- Allow for breathing without restriction
- Be able to be laundered and machine dried without damage or change to shape



Figure 3



Figure 4

The cloth face coverings recommended are not surgical masks or N-95 respirators. Those are critical supplies that must continue to be reserved for healthcare workers and other medical first responders, as recommended by current CDC guidance. Coverings should be routinely washed; a washing machine should suffice in properly washing a face covering. Individuals should be careful not to touch their eyes, nose, and mouth when removing their face covering and wash hands immediately after removing. Employees are permitted to wear their own facial coverings per the above guidelines if they meet “good taste” guidelines, which are determined exclusively at the discretion of management. If an employee is without a face covering, one will be provided via HR.

The routine use of gloves may prove unnecessary in some roles. While disposable gloves can provide the wearer with an additional layer of protection when utilized properly, it’s important for employees to remember that gloves can still spread contaminants. The use of disposable gloves is required in the following instances:

- when cleaning/disinfecting
- when performing in-service training (lifeguards)
- when performing emergency care on guests
- when handling currency
- when handling food
- when handling items previously handled by another person.

As a rule, employees should take care to avoid touching their face; this includes times when disposable gloves are worn. Employees must take care to remove and replace gloves as needed to prevent cross-contamination. Care should also be taken when removing gloves. See Figure 5, below.



Figure 5

Sanitization

1. Sanitization of employee areas will employ the same methodology as guest areas as it pertains to the solution(s) used, contact time, frequency, etc.
2. Hand sanitizer dispensers have been placed in employee areas.
3. Gloves should be worn when cleaning/disinfecting/sanitizing and hand should be washed after cleaning for at least 20 seconds with soap and water.
4. Gloves and disinfectant will be available in the breakrooms for employees to disinfect tables prior to dining and/or after use.
5. Where possible, we will reduce the use of shared equipment (computers, phones, radios, etc.). If equipment must be shared, employees should wash/sanitize their hands before and after using that equipment and the shared equipment should be disinfected after each use.
6. Disinfectant will be provided at desks with chairs and/or phones. These items will be disinfected by the employees during rotations.
7. Strict adherence to “daily” use of communal refrigerators will be enforced to permit end-of-day cleaning.
8. Managers and other Administrative staff with individual desk areas will be responsible for routine disinfection (at least 2x daily) of their cell phone/tablet, keys, telephone, keyboard, desk and other high touch surfaces at their workstation. Employees are discouraged from sharing phones, desks, offices, or other tools/equipment unless such items are disinfected between users.
9. Maintenance employees should avoid the sharing of hand tools unless appropriate disinfection takes place before and after each use. Tools kept on your person should be disinfected twice daily.
10. Additionally, the following surfaces will be placed on an enhanced disinfecting schedule:
 - Restrooms
 - Trash cans
 - Doors/doorknobs
 - Communal refrigerators
 - Time clocks
 - Company vehicles

Training Verification

I acknowledge that I have been provided an opportunity to read the Hunt Club Farm COVID-19 Initiatives, published May 2020, in its entirety and I understand that as an employee, it is my responsibility to abide by Hunt Club Farm policies and procedures as outlined in the training.

If I have questions about the training materials presented, or Hunt Club Farm policies and procedures, I understand it is my responsibility to seek clarification from the main office.

Employee Name (Print)

Employee Signature

Date