

Bigfoot Adventures (BFA) COVID-19 – Programme Delivery Plan

Based upon guidelines outlined by the Ministry of Education, EONZ and Recreation Aotearoa as well as current information on the Ministry of Health website



This document is intended to be used together with the relevant Activity Management Plans, Site Management Plans and with the *Bigfoot Adventures Panui* dated 20th April 2022.

Please see below for the requirements for staff/student social distancing, staff/student hygiene and cleaning of equipment.

Now New Zealand operates under the traffic light system most of our guidelines below operate across all levels. The main exception will be at Green. Any differences between the traffic light colours will be expanded on below.

Regarding social distancing between Bigfoot staff and students the following guidelines must be followed;

- All staff members must wash their hands prior to the commencement and completion of loading/unloading vehicles and trailers. All efforts should be taken to ensure wherever practicably possible a 1m separation is kept between staff members;
- Staff should try to maintain a distance of 1m from students wherever practicably possible. This however is superseded by any safety needs or concerns. The 1m distance can be managed in the following ways;
 - All safety equipment, including, but not limited to, Helmets, bikes, harnesses, buoyancy aids, kayaks, paddles should be laid out in size order (if applicable) and students informed of which piece of equipment to collect during allocation. Distancing whilst checking helmet/harness/buoyancy aid fitting must also be considered, but isn't always practicable based on safety requirements.
 - Students who require physical support with fitting on this safety equipment will be dealt with exclusively by the teacher, teacher aid, or their parent if applicable. Unless safety concerns arise whilst on an activity.
- Regarding group sizes, the pre-Covid-19 ratios will remain as per relevant Activity Management Plans. Where practicable, individual instructors should remain with a single group for the duration of the programme. BFA will follow all further guidance from the school regarding the separation of syndicate/year/class groups.
- Use of the iPad should be by one member of staff for the duration of load and unload. It should be wiped clean upon completion of both load and unload.
- Upon completion of programme and return to BFA Adventures Office, all staff members should again ensure they wash their hands, complete their debrief and wash their hands before departure

Regarding staff and student hygiene, BFA will provide you with the tools to complete these requirements we are providing each BFA vehicle with hand sanitizer, antiseptic spray, antiseptic wipes and a pack of hand towels

- Group Members MUST wash their hands before AND after each activity block – if this is not practicable, they may use BFA hand sanitizer. Group Members must also wash their hands after each activity block and after using the bathroom. Group members must also comply if asked to wash their hands by instructors at any time during their session
- Instructors MUST also wash their hands before and after each activity block – if this is not practicable, they may use BFA hand sanitizer. Instructors must also wash their hands after using the bathroom
- Instructors must wash down equipment whenever equipment is to be used by another participant (including, but not limited to; bicycle grips, brake levers, gear levers, saddles, helmets, bows, harnesses and ABL equipment) using antiseptic spray and wiped dry. Care should be taken when selecting safety equipment to ensure they are the correct size before being touched by students and causing potential issues with swapping, re-cleaning or being swapped amongst participants
- If possible, equipment will be used for the duration of a session by one individual participant. If swapping it is then cleaned as above. Specific safety equipment, such as climbing harnesses can't be treated with chemicals but are sufficiently aired out, as per EONZ guidelines, between use on different user groups/schools.

Regarding contact tracing. Groups should have a list or roll of participants taken on the day of activities to ensure any last-minute changes are captured. Bigfoot will use medical and consent forms as a guide for who was present on a programme but defer to the school/group leader for the most accurate list of participants on the programme.

- Bigfoot will provide QR codes for every programme and encourages all participants, adult helpers, volunteers, group leaders and teacher to scan in.

Masks;

- Mask use is encouraged by all involved in Bigfoot programmes. Instructors will wear masks whenever possible and not enter into any school buildings except for using the bathroom. In certain circumstances masks can't be used (during heavy exercise or for a safety concern) then all other hygiene and distancing requirements will have a stronger focus.
- Mask use within Bigfoot base is required by all instructional staff.

Testing;

- Schools may request Bigfoot staff to be tested prior to a programme. Please note this may occur additional cost.

If you have any questions or queries regarding any of the information outlined above. Please feel free to call Mike Barber (Operations Manager) on 021 1111 057 or email ops@bigfootadventures.co.nz