



Carlisle Academy Phased Re-opening 5-10-2020

Due to program restrictions and the social distancing necessitated by the COVID-19 pandemic, we are limited in our scheduling capacity and scope of our activities over the next several months. Outlined below is a phased re-opening approach, accompanied by *Infection Control Policies*. These policies and procedures have been developed with the safety and protection of our students, apprentices, families, and employees as our highest concern. They are subject to change, at any time, based on Maine CDC, OSHA, and our own center accreditation standards (USEF, PATH, International, and U.S. Pony Club) which are issued, or suggested, during this pandemic.

Phase 1: May

Guidelines:

- We will operate at 25% capacity during this period.
- All participants must adhere to *Infection Control Policies*. (See below)
- Activities will take place in an open air environment (including indoor and covered arenas with open sides/windows) with *no more than 10 people* on the grounds at any one time.
- All activities are staggered and abide by a set schedule, with a limited number of household members allowed onsite.
- Access to tack room, tack area, classroom, and common spaces is limited.
- Visitors are allowed by appointment only.
- No out-of-state interns or visitors are allowed onsite without abiding by the 14-day self-quarantine mandate.

Services intended for:

- Clients who lease horses, truck-in clients, and interns. All clients must utilize their own helmet, riding gloves, and reins, in addition to all other stated policies.

Phase 2: June/July/August

Guidelines:

- We will operate at 50% capacity during this period.
- All participants must adhere to *Infection Control Policies*. (See below)
- Activities will take place in an open air environment (including indoor and covered arenas with open sides/windows) with *no more than 50 people* on the grounds at any one time.
- Access to tack room, tack area, classroom, and common spaces is limited.
- All activities are staggered and abide by a set schedule with a limited number of household members onsite.
- Visitors are allowed by appointment only.

- No out-of-state interns or visitors are allowed onsite without abiding by the 14-day self-quarantine mandate.
- CCF spring scholarship awards have been postponed to the fall session.

Services intended for:

- **Group from Phase 1, and additionally,**
- Traditional Lesson Program, Pony Club, and Para-Equestrian independent riders. Private lessons only. Horse is groomed and tacked by instructors and assistants. *Face masks are required around stables, but not during increased activity part of the lesson if physical distancing is maintained.*
- Ground-based clients participating in mental health and wellness programs, including grooming and farm-based program. Small groups in open air space allowed. *Face masks for all parties are required.*
- Adaptive Equestrian Sports students who need minimal physical assistance while mounted, may require a staff horse handler, and can have a trained household member sidewalk and assist with mounting/dismounting if needed. *Face masks for all parties are required. Not intended for the medically vulnerable client.*
- Hippotherapy clients who need minimal physical assistance while mounted and can have a trained household member sidewalk and assist with mounting/dismounting if needed. Staff horse handlers are available. *Face masks for all parties are required. Not intended for the medically vulnerable client, as defined by the Center for Disease Control for this pandemic.*
- Academic Fieldwork/Interns while practicing distancing and safety measures.

Phase 3: September-Dec (Regularly scheduled 12-week Fall Semester)

Guidelines:

- We anticipate being able to operate at 75% capacity during this period.
- All participants must adhere to *Infection Control Policies. (See below)*
- Carlisle's business operations will resume as planned for the fall session with appropriate safety modifications which will be continually monitored and assessed per Maine CDC and center accreditation guidelines. Determination for out-of-state 14-day quarantine measures, as well as gatherings of more than 50 people onsite at a time, has yet to be determined by the State for this phase.

Services intended for:

- **Groups from Phase 1 and 2, and additionally,**
- Recipients of Carlisle Charitable Foundation postponed spring scholarships.
- Apprentice Program participants as trained sidewalkers, lesson assistants, and equine assistants.
- More vulnerable participants who require additional physical assistance from staff and non-household members as sidewalkers, and who can adhere to Infection Control Policies, including the use of masks.
- Academic Fieldwork/Interns, Corporate Training Groups, and Clinic Participants while practicing distancing and safety measures.

Carlisle Academy & Spring Creek Farm Infection Control Policies (5-8-20)

Carlisle Academy, Spring Creek Farm, all employees and all recipients of services must abide by these policies in order to work and participate in services during the COVID-19 Pandemic. In addition to the specific guidelines stated for each phase, we will maintain a commitment to the following procedures:

- Participants will be required to sign the *Covid-19 Acknowledgement of Risk and Acceptance of Services/Liability Waiver*.
- No one showing signs or symptoms of COVID-19 (cough, shortness of breath, or fever) will be allowed to come to the facility.
- Visitors are allowed by appointment only.
- No out-of-state interns or visitors are allowed onsite without abiding by the 14-day self-quarantine mandate.
- All staff will be trained in COVID 19 symptoms, Handwashing/ Eye/Face Safety, Personal Protective Equipment use, Blood Born Pathogen, and safe biohazard disposal, and will review the farm's Emergency Procedures, including a plan for handling injuries that is designed to maintain bio-security to the greatest extent possible.
- Posters will be displayed around the facility regarding CDC hygiene techniques.
- Employees will be asked to refrain from handshaking and greet with an elbow or a gesture from a distance.
- Employees must have a mask on their person, ready to use when in close proximity to customers, vendors, and visitors on the farm. Carlisle will keep extra face masks on hand.
- All students, interns and apprentices are required to wear a face mask while at the farm. Carlisle will keep extra face masks on hand. Children under age 2 should not wear a mask. Fully independent lesson students do not need to keep masks on during heightened activity portion of lesson.
- Instructors, therapists, and interns will wear their masks during mounting/dismounting procedures and whenever within proximity of others, but will remove (drop down on neck) when further away for clear communication.
- Lesson assistants, horse handlers and sidewalkers will wear masks during the entirety of the session.
- Instructors will provide assistance to riders from the side or back as much as possible, avoiding standing directly in front of them as much as able.
- Staff, interns and apprentices will practice proper social distancing as much as possible, 6 feet apart.
- Cleaning and disinfecting of areas will follow the CDC recommendations.
- There will be hand sanitizer stations, wipes, or sprays available throughout the setting, as well as two designated sinks for handwashing with disposable towels (by office door and lower tack room).
- Participants should limit the use of indoor bathroom and preferably use home facilities.
- Carlisle will minimize foot traffic and limit number of people inside common areas (the tack room, office, and classroom).
- Designated personnel will disinfect gate latches, spray nozzles, cross tie snaps, pitchforks, wheelbarrows, and other frequently used non-porous surfaces daily.
- Designated personnel will disinfect high-touch surfaces in common areas daily.
- Toys and objects used in sessions will be cleaned after each use.
- Only designated individuals (trainers/staff) are to move and set jumps or other arena equipment.
- Wherever possible, staff and lessees will avoid sharing equipment and supplies between persons.
- Riders can bring their own clean reins with input from instructors for rein selection.
- Riders will be required to have their own helmets. If purchasing a helmet poses an economic hardship, Carlisle has several that can be loaned out during this time, or we can make a request for a donation through a vendor.
- For communal tack, all bridles, reins, saddles, and brush handles will be wiped down with soap after each use by designated people. Cleaning will be documented on a chart daily.
- Ground-based clients will not be required to use helmets.
- Families should bring only the number of people needed to transport, care, and/or sidewalk for the rider to help limit the number of people onsite. Siblings should plan to stay at home, and if present, must be supervised at all times.
- Families will be asked to leave promptly after their allotted lesson time to allow for disinfecting and to limit the number of people on site.



CARLISLE ACADEMY
INTEGRATIVE EQUINE
THERAPY & SPORTS

Covid-19 Acknowledgement of Risk and Acceptance of Services Liability Waiver

I, _____ (Client Name), am aware of the risks of contracting Covid-19 while receiving face-to-face services from Carlisle Academy Integrative Equine Therapy and Sports, at this time of the pandemic outbreak. I agree to hold harmless Carlisle Academy Integrative Equine Therapy and Sports, its employees and all other individuals I may come in contact with during this interaction and receiving of services.

I agree to and will follow all guidelines for personal hygiene, personal safety and public safety as recommended by and my individual provider/practitioner, the Maine CDC, and Carlisle Academy Integrative Equine Therapy and Sports, LLC as outlined in their *Infection Control Policies*.

I agree to cancel my services should I have within the previous 24 hours to 2 weeks personally exhibited or have been in contact with someone who has presented with illness including; cough, sneezing, fever, chest congestion or additional signs of potential spread of any virus or bacteria/disease. In addition, I will follow the recommendations of my provider once I have notified them of these risks in regards to my future services during this pandemic.

I am signing under my own free will and choice and agree to follow these and hold harmless all individuals associated with or through my services acquired from Carlisle Academy Integrative Equine Therapy and Sports.

Client Name: _____ Date: _____

Client Signature: _____

Guardian Name: _____ Date: _____

Guardian Signature: _____

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