

Chicago Park District COVID-19

Preparedness and Response Plan

The event will include no more than **50** individuals (if outside) or less than **10** (if indoors) or as Executive Orders allow regionally, including staff, volunteers, participants, and spectators. I will be committed to ensuring safe use of the facility by implementing the following processes to stop the spread of the COVID-19 virus and will implement the following response plan:

- To ensure our event falls under the established thresholds we will **encourage** pre-registration using adopt.greatlakes.org.
- Before any person enters the event space, individuals will make a self-evaluation for virus symptoms and will reference the response plan below if any symptoms are detected. Team Leaders have been given information regarding CDC information on COVID-19 symptoms.
- Our onsite check in/registration will include:
 - 6-foot barrier between registrant and event staff with identified spaces 6 feet apart for registration line.
- Ensure that event has enough supplies for event staff and participants, such as hand sanitizer that contains at least 65% alcohol, tissues, trash baskets, disposable facemasks, and cleaners and disinfectants.
- Routinely clean and disinfect surfaces and objects that are frequently touched, such as pens, tools or other equipment in according to CDC recommendations.
- Establish hand washing/hand sanitizing station using hand sanitizer with a minimum of 65% alcohol level. Use will be encouraged often.
- **Restrooms may or may not be available for use. Please encourage volunteers to use any restrooms before the cleanup.**
- All refuse accumulated must be bagged in a plastic bag and properly disposed.
- Establish an isolation area for staff or attendees who become sick at the event to separate them from others.
- **Event participants/staff/volunteers shall:**
 - Stay home if they are sick, except to get medical care.
 - Social distance by remaining 6 feet apart.
 - Wear masks at indoor events, or outdoors when social distancing is difficult, as required by rule or order.
 - Wash their hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing their nose, coughing, or sneezing. If soap and water are not available, event organizer must provide hand sanitizer that contains at least 65% alcohol.
 - Avoid touching their eyes, nose, and mouth with unwashed hands.

- **Stewardship/Volunteer Activities:**
 - Participants bring own gloves and masks,
 - Team Leaders will supply all other supplies necessary to complete the volunteerism
 - Sharing of tools shall not be allowed unless within the same residence or after proper sanitation.
- **Please provide any activity specific requirement you are implementing here (if not covered above):**
 - Team Leaders have to ensure that they agree to follow the [Alliance's COVID-19 safety plan](#) before creating an event
 - The COVID-19 safety plan is also shared in our automated email communication before the cleanup
 - Unit Supervisors will be alerted when a cleanup is created and will have the contact information of the Team Leader to reach out if there is any detected issue with the size, cleanup details...etc.

Covid-19 response plan if suspected or detected:

- If I or my staff, experience any symptoms or come in contact with the COVID-19 VIRUS, the Unit Manager will be immediately notified. We will seek medical attention from our doctor and seek council from his professional advice and follow up on it.
- I agree understand that it is my responsibility to stay updated with the most recent guidance provided by the [CDC Guidance on Gatherings and Community Events](#) and the [MI Safe Start Plan](#) and apply changes to my event as necessary.