

COVID-19 Safety Protocols: GCA Environmental Education Programs and Rentals

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1.0 Introduction

This document serves to outline COVID-19 safety protocols for:

- The delivery of the Galiano Conservancy Association's single day and overnight environmental education programs including:
 - K-12 youth field trips and local Galiano youth programs and summer camps
 - Post-Secondary custom programs and field schools
 - Adult programs and workshops

- Education-related rentals of GCA facilities and equipment including:
 - GCA bus
 - Millard Learning Centre (MLC) Educational Facilities and Accommodations
 - GCA camping equipment

These protocols will be updated in accordance with new federal or provincial health orders and with changes to internal GCA policies.

2.0 GCA Education Program and Rental Service Refusals

The GCA reserves the right to refuse participation in environmental education program delivery and the use of GCA rentals to individuals and groups who:

- Do not follow COVID-19 safety measures that are outlined in this document and in subsequent rental agreement documents and program participation waivers.

- Do not follow COVID-19 safety measures given by GCA staff onsite during program and rental safety orientations.

- Do not follow COVID-19 safety measures on visibly posted signage at Millard Learning Centre Educational Facilities.

- Engage in abusive or belligerent behaviour towards GCA staff and/or willful destruction of GCA property.



3.0 COVID-19 Safety Training & Orientations

All GCA staff are trained in the COVID-19 safety protocols outlined in this document. GCA staff will orient all participants to COVID-19 protocols outlined in this document as a part of their introductory safety orientation prior to engaging in program activities.

4.0 COVID-19 Screening and Health Checks

4.1 GCA Staff Health Checks

GCA staff are required to participate in daily health checks before they engage in workplace activities. GCA staff are not permitted to deliver education programming or interact with education-related rental users if they are feeling ill or if they do not participate in daily health checks.

4.2 Participant COVID-19 Screening

Prior to engaging in educational programming and rentals, participants will be required to sign a COVID-19 Acknowledgement Form. GCA staff will assess individual/group health during onsite safety orientations for education programs and rentals. Refer to [Section 13.0](#) for more information on onsite COVID-19 Exposure Control.

5.0 COVID-19 Contact Tracing

The GCA will maintain contact information for individual program participants and/or the contact information of an adult representative of an education group for 30 days. If education participants test positive for COVID-19 within 2 weeks of attending a GCA education program or renting GCA facilities/equipment, they must inform their local health authority and the GCA executive director.

**IF YOU TEST POSITIVE FOR COVID-19 AFTER PARTICIPATING IN A GCA
EDUCATION PROGRAM OR RENTAL PLEASE CONTACT**

Chessi Miltner, Executive Director
Tel: 250-539-2424 | Email: chessi.miltner@galianoconservancy.ca



In the event of a positive test result, the GCA Executive Director will contact relevant health authorities and proceed with communications to program participants as directed.

6.0 Travel Information for Off-Island Education Participants

Prior to departing for Galiano, please check the BC ferries website for: [COVID-19 Protocols](#) and [Travel advisories and Service Notices](#)

Please note that the GCA may need to cancel your education program due COVID-19 travel restrictions.

7.0 Group Size/ Participant Number Limits

Group size limits are variable depending on program type and location. For more information about group size limits for K-12 field trips and custom post-secondary programs please speak with our Education Coordinator [contact office: 250-539-2424 | bookings@galianoconservancy.ca]

Participant number limits for educational events, adult workshop and custom local youth programs are also variable and will be posted on the GCA's website and social media event pages.

Please see [Section 14.0](#) for occupancy limits for the GCA bus and Millard Learning Centre overnight accommodations.

8.0 COVID-19 Vaccination Status

All GCA education staff members are fully vaccinated.

The GCA **does not require** education program participants or renters of GCA facilities/equipment to possess COVID-19 vaccinations or proof of vaccinations (ie.



vaccine passport) – however we **strongly encourage** our participants to receive COVID-19 vaccinations.

9.0 Mask Use

All non-exempt¹ GCA staff and individual participants **must wear a face mask** in indoor settings or in other public areas outlined by the BC's [Face Coverings Order \[Sept 2, 2021\]](#). Indoor spaces include the GCA Program Centre (aka. GCA office), the Classroom Building and the GCA bus. The GCA will provide disposable facemasks to those who do not possess one.

We kindly ask program participants/renters that are not fully vaccinated to wear a mask for the entire duration of their program and/or rental even while in an outside setting.

The GCA reserves the right to refuse program participation and the use of GCA-owned rental facilities, transportation vehicles and camping equipment to individuals who refuse to wear a mask.

10.0 Physical Distancing

At least **2 meters** physical distancing should be kept while engaging in GCA education programming and while inside the Classroom building. The GCA encourages the use of masks when physical distancing is not possible (eg. while receiving first aid).

GCA staff and individual participants must follow occupancy limits indicated within GCA rented facilities and transportation vehicles. See [Section 14.0](#) for more information.

11.0 Personal Hygiene & Sanitation

11.1 Personal Hygiene

Hand washing stations are available at select locations during program delivery. When hand washing stations are not available during education program delivery GCA staff will provide hand-sanitizer for program participants.

¹ See <https://www2.gov.bc.ca/gov/content/covid-19/info/restrictions#masks> for a list of mask exemptions.



Hand washing/sanitization should be performed for the following activities:

1. Before & after using the washroom
2. Before & after eating or drinking
3. After sneezing or coughing
4. Before and after touching your face or adjusting your mask/protective face covering
5. Before & after using shared education equipment
6. Before entering and after exiting the GCA bus or indoor spaces at the Millard Learning Centre

11.2. Shared Education Equipment

When possible, GCA staff will minimize the use of shared education equipment between program participants. Shared Education materials will be cleaned with Health Canada approved disinfectants² between each education group.

GCA staff will ask participants to wash or sanitize their hands before and after using shared education equipment. GCA staff will provide hand sanitizer solution for shared equipment exchanges when hand washing stations are not available.

11.3 Rentals Sanitation & Personal Hygiene

See [Section 14.0](#) for more information on sanitation and personal hygiene protocols & supplies for GCA rentals.

12.0 First Aid

In the event of an injury or medical emergency during program delivery, first aid-certified GCA staff will use [OFAA COVID-19 protocols](#) when administering first aid.

² For list of disinfectants see <https://www.canada.ca/en/health-canada/services/drugs-health-products/disinfectants/covid-19/list.html>



13.0 Onsite Exposure Control Measures

In the event that a participant becomes ill during their education program or rental, first aid certified GCA staff will perform the following measures:

Step 1 - Symptom Identification, Assessment and Recording

GCA first aid attendants will:

- Observe and speak with individual(s) that is feeling unwell to identify symptoms suspect of COVID-19
- Review COVID-19 symptom chart (mild-severe) and prepare a patient intake/ first aid report which can be referred to when speaking with health authorities

Step 2 - Participant Isolation

To isolate the ill participant GCA first aid attendants will:

- Initiate immediate participant physical distancing measures from others in the group (minimum 4.5-6 meters)
- If possible, move the participant to a location for isolation and additional medical care. This may require setting up a tent or other area for the unwell patient to rest.

Step 3 - Group and Health Authority Communications

Once the unwell patient has been cared for and properly isolated GCA first aid attendants will contact, inform and consult with:

- Local Galiano health authorities or emergency health providers [depending on severity of symptoms]
- Adult leaders/representatives of the education group
- The patient's emergency contact(s) [if the patient does not belong to an education group]
- The GCA Executive Director

Step 4 - Continued Mitigation, Isolation and Monitoring

GCA first aid attendants will:



- Follow directives from Galiano health authorities or emergency health providers
- Continue to update adult education group leader(s)/representative(s) or the patient's emergency contact(s) of the on-going situation
- Continue to update the GCA Executive Director of the on-going situation

Step 5 - Continue or Exit

As informed by Galiano health authorities or emergency health providers, the GCA first aid attendant will:

- Determine the need for evacuating the patient [if transportation is not already being provided by an emergency health provider]
- Determine the need for cancelling the remainder of the education program

14.0 COVID-19 Protocols for GCA Rentals

14.1 GCA Bus Rentals

Occupancy Limits

The GCA school bus can accommodate **up to 36 passengers** (does not include driver) with a **maximum of two passengers per seat**. Please note, if you have a lot of gear with you, the seating capacity may be reduced.

The GCA school bus will be occupied by one education group or program at a time. Sharing between groups/programs will not be permitted.

Physical Distancing

Passengers will be seated in a way that maximizes physical distancing between passengers in adjacent chairs. Passengers must remain seated in the same spot for the entirety of the trip.

Mask Use

Passengers must wear masks or protective face coverings while inside the bus (See [Section 9.0](#) for more information).



Personal Hygiene

Passengers must use GCA-provided hand sanitizer before entering the bus and when exiting the bus.

Sanitation

The bus will be sanitized with Health Canada-approved disinfectants between each education program or education group.

14.2 Millard Learning Centre (MLC) Educational Facilities and Accommodations

14.2.1 Classroom Building

Occupancy Limits

The Classroom building has an occupancy limit of **50 occupants**.

The Classroom building may only be occupied by one education group or program at a time. Sharing between groups/programs will not be permitted.

Physical Distancing

Classroom building occupants must maintain 2 meters physical distance from each other when possible.

Mask Use

As per BC's mask mandate (see [Section 9.0](#)), **all non-mask-exempt occupants must wear a mask while inside the classroom building**. Occupants may remove their mask while eating or drinking, but must put their mask back on after they are done.

Personal Hygiene

The GCA will provide hand washing station locations, hand soap and hand sanitizer for the Classroom building. The GCA will provide paper towels for hand drying purposes.

One hand washing station located in the kitchen and four hand washing stations located in the restroom are available for occupants' use. During the months of April -



October, an outdoor hand washing station will be available outside the classroom building.

Hand sanitizer pumps are available for occupants' use and are located by each of the classroom's entrance & exit doors.

Sanitation

It is the responsibility of classroom building occupants to keep the classroom clean during their stay. The GCA will provide Health Canada-approved disinfection equipment for occupants to use.

It is the responsibility of classroom occupants to sort their garbage, recycling and organic wastes during their stay. Occupants must pack out their garbage and recycling. [The GCA will remove properly sorted organic wastes at no cost and offers garbage and recycling disposal services at a price. (See rental agreement for more details)]

The GCA will provide professional cleaning services between each education program and/or group using the classroom building.

14.2.2 Frontcountry & Backcountry Campgrounds

Occupancy Limits

The Frontcountry Campground has an occupancy limit of **76 campers.**

The Backcountry Campground has an occupancy limit of **36 campers.**

Physical Distancing

Campers should remain **2 meters distance** from each other while within the campground when possible.

Mask Use

Masks should be used in areas where 2m social distancing cannot be maintained within the campground (eg. while seated around a picnic table and not eating).

We kindly ask that campground renters that are not fully vaccinated to wear a mask while within outdoor campground areas.



Personal Hygiene

During the months of April - October, an outdoor hand washing station will be available for Frontcountry campers outside the classroom building. The Backcountry Campground has a wash sink for campers.

Hand sanitizer pumps are available within each Campground's two outhouses.

Sanitation

Campground users will have access to GCA-provided disinfection equipment and, waste disposal containers.

It is the responsibility of Campground occupants to keep the campground clean during their stay. Campground users must:

- Remove animal attractants overnight and while away from the campground. This means:
 - Removing food crumbs off picnic tables
 - Properly sorting & disposing of garbage, recycling & food wastes
 - Caching food, beverages and other smelly items (eg. deodorant, soaps, lotions, sunscreen etc.) within the classroom building, in a closed vehicle, or an animal-proof container.
 - Keep shared surfaces clean (eg. picnic tables, outhouses, community fire pit etc.)

Campers must sort their garbage, recycling and organic wastes during their stay.

Occupants must pack out their garbage and recycling. The GCA offers garbage and recycling disposal services at a price (see rental agreement for more information).

The GCA will provide professional cleaning services between each education program and/or group using the Campground. Health Canada-approved hard surface disinfectants will be used to sanitize shared surfaces and equipment in the Campground.



14.4 GCA Camping Equipment Rentals

Camping equipment (tents, sleeping bags, sleeping pads, headlamps) may be rented to GCA education program participants only.

Physical Distancing

The GCA will rent tents to individuals or to a **maximum of three people** in the same social bubble.

Sanitation

All camping equipment will be sanitized in between each renter's use with Health Canada-approved disinfectants.

15.0 Additional Considerations

15.1 Consumption of Program-Provided Food & Beverages

It is the responsibility of education participants to bring their own food & beverages for their education program. The GCA will provide access to potable water for all education programs.

Certain food and beverages are provided by the GCA for the following programs:

- K-12 Field Trips
 - [Renewable Energy in Action](#) - Energy Bike Smoothie; Solar Oven S'Mores
 - [Future of Food, Native Plant Inspirations, People, Plants & Pollinators](#) - Foraged Tea
- [\[Overnight\] Galiano Kids Summer Campout](#) - Provided Breakfast, Lunch, Dinner
- Adult Programs & Workshops
 - [\[Overnight\] Teacher Professional Development Camp](#) - Provided Breakfast, Lunch, Dinner, Tea & Coffee
 - [\[Overnight\] Herbal Harvest](#) - Lunch, Tea & Coffee

Program activities involving GCA-provided food & beverages will either be modified to fit provincial health requirements or will be removed. Please speak with GCA education staff if you have any questions about program-provided food.



14.2 Usage of Harvested Plant Materials

The following programs involve topical or ingested use of foraged or harvested plant materials:

- K-12 Field-Trips
 - [*Native Plant Inspirations*](#)
 - [*Future of Food*](#)
 - [*People, Plants & Pollinators*](#)
- Adult Programs
 - [*Herbal Harvest*](#)
 - [*Teacher Professional Development Camp*](#)

Plant materials to be consumed or used topically during education programs will either be:

- Prepared in advance by GCA instructors for individuals or distinct social bubbles within a group
- Harvested by individuals or social bubbles with guidance by GCA instructors

Sharing plant materials between individuals or social bubbles will not be permitted. Please speak with GCA education staff if you have any questions about usage of harvested plant materials.

16.0 References

BC Government Province-wide COVID-19 Restrictions [September, 2021]

<https://www2.gov.bc.ca/gov/content/covid-19/info/restrictions>

WorkSafe BC COVID-19 Safety Plan [November, 2020]

<https://www.worksafebc.com/en/resources/health-safety/checklist/covid-19-safety-plan?lang=en>

Worksafe BC - OFAA protocols during the COVID-19 pandemic: A guide for employers and occupational first aid attendants [June, 2020]

<https://www.worksafebc.com/en/resources/health-safety/information-sheets/ofaa-protocols-covid-19-pandemic?lang=en>



BC Ferries COVID-19 Travel Restrictions [November, 2020]

<https://www.bcferrries.com/in-the-community/projects/covid-19-coronavirus-disease#travel-restriction-faqs>

