



## COMMUNICABLE DISEASE MANAGEMENT PLAN FOR OUTDOOR CRAFT FAIR

### Purpose

To establish how Jaffrey Parks and Recreation Department (JPRD) will manage the risk of exposure to communicable diseases for staff and participants during the operation of an outdoor craft fair during the COVID-19 pandemic by:

- Preventing the spread of disease
- Protecting participants who sell crafts at the fair
- Protecting the general public who attend the fair

The strategies below have the potential to minimize the emergence of communicable diseases at adult fitness classes. No single strategy will be 100% effective.

### Definitions

*JPRD:* Town of Jaffrey Parks and Recreation Department

*Pandemic:* A pandemic is the worldwide spread of a new disease.

*COVID-19:* COVID-19 is the infectious disease caused by a novel coronavirus discovered in Wuhan, China, in December 2019. On March 11, 2020 the World Health Organization declared COVID-19 a pandemic.

*Staff:* A paid employee, contractor, or volunteer of JPRD assigned to facilitate the craft fair

*Participant:* A person registered to sell goods at the craft fair.

*General Public:* Persons who attend the fair.

### Prevention

- All staff are to report any symptoms of COVID-19 or close contact to a person with COVID-19 to a supervisor. Staff and members may not be present at the event or facility if they feel sick.
- All participants will register online in advance. No drop-in participation will be allowed.
- The craft fair event will be held outdoors.
- Each participant and staff member are expected to arrive to the event well rested, nourished and hydrated. The goal is for individuals to arrive as resilient to illness as possible.
- Each participant and staff member will be given a health screening upon arrival to the event.
- Event staff and participants will have a daily health screening upon arrival to the program which will include temperature checks using an infrared non-touch thermometer and a symptom questionnaire.
- No participants or staff will be allowed at the event if they are ill.
- If a participant comes to the event ill or becomes ill during the event, the participant will be separated from the event, if immediate medical assistance is needed, 911 will be called. If immediate medical assistance is not needed, the participant will be asked to leave the event and will not be allowed to participate further.
- Face coverings will be worn by staff, participants, and general public upon arrival and throughout the duration of the event.



- Physical distancing strategies of no less than 6 feet of separation will be used between all participants, general public, and staff during the event.
- Signs indicating the require use of face coverings will be displayed at the event.
- Staff will monitor participants throughout the program to ensure appropriate physical distancing and the appropriate wearing of face coverings.
- Vendors, general public, and staff who fail to maintain proper physical distancing or who do not correctly wear, or fail to wear, appropriate face coverings will be asked to leave the event.
- Handwashing stations or hand sanitizer will be available at the event for public use.
- Participants and staff will be asked to wash and/or sanitize hands upon entering the event.
- Participants and staff are encouraged to refrain from touching their faces.
- Participants and staff are encouraged to cough/sneeze “into your sleeve.” Covering coughs/sneezes with one’s hands is no longer desired behavior; bury coughs/sneezes in one’s elbow.
- All staff and participants need to bring their own supplies such as a personal water bottle. No public water fountains or concessions will be available for use.
- Bathrooms will be available for participants only. No bathroom facilities will be available for the general public.
- Congregating before or after the event is discouraged.

#### **Procedures for Participant Arrival and Departure**

- All staff and participants must wear a face covering at both participant arrival and departure.
- Upon arrival to the program, staff and participant must pass the health screening to participate in the event.
- The health screening will include having one’s temperature taken by a “no-touch” thermometer and being asked a set of health questions as outlined by the State of New Hampshire.
- The health screening which will include the following questions:
  - Do you have any symptoms of COVID-19?
    - Cough
    - Shortness of breath or difficulty breathing
    - Fever
    - Chills
    - Muscle pain
    - Sore throat
    - New loss of taste or smell
  - Do you have a fever of 100.4 degrees F or higher?
  - Have you had any close contact with someone who is suspected or confirmed to have had COVID-19 in the past 14 days? *NOTE: Healthcare workers caring for COVID-19 patients while wearing appropriate personal protective equipment should answer “no” to this question*
  - Traveled in the past 14 days either:
    - Internationally (outside the U.S.),
    - By cruise ship, or



- Domestically (within the U.S.) outside of NH, VT, or ME on public transportation (e.g., bus, train, plane, etc.).
- Staff or participant with any COVID-19 symptoms, those who report close contact with someone suspected or confirmed with COVID-19, or those reporting travel risk factors will not be allowed to participate in the event.
- Upon passing the health screening, staff will physically sign the participant into the event on the roster form.
- At the conclusion of the event, staff and participants will wear a face covering when they are leaving the class.

### **Response to Possible Case(s)**

- Staff or participant with any COVID-19 symptoms, those who report close contact with someone suspected or confirmed with COVID-19, or those reporting travel risk factors will not be allowed into the event.
  - Symptomatic persons will be instructed to contact their healthcare providers to be tested for COVID-19 and self-isolate at home following the instructions below.
  - Asymptomatic persons reporting that in the past 14 days that they have had close contact with someone suspected or confirmed with COVID-19 or that they have had the traveled-related risk factors will be instructed to self-quarantine for 14 days from their last exposure or return from travel.
  - Person(s) with suspect or confirmed COVID-19 must stay home until symptom-based criteria are met for discontinuation of isolation which are:
    - At least 10 days have passed since symptoms first appeared
    - AND**
    - At least 3 days (72 hours) have passed since recovery (recovery is defined as resolution of fever off any fever reducing medications plus improvement in other symptoms)
  - At the conclusion of the event, staff and participants will wear a face covering when they are leaving the class.
- During the program, if staff or a participant becomes ill or is suspected of having COVID-19, the following actions will be taken:
  - The individual will be asked to wear a mask and isolated from the event.
  - The individual will be asked if they have had any symptoms of COVID-19 such as:
    - Cough
    - Shortness of breath or difficulty breathing
    - Fever
    - Chills
    - Muscle pain
    - Sore throat
    - New loss of taste or smell
  - If the individual needs medical attention, “911” will be called and informed that it is a COVID-19 related incident.
  - If the individual does not require immediate medical attention and they are a participant, they will be asked to leave the program immediately.



- If the individual does not require immediate medical attention and they are a staff member, they will be removed from their duties and sent home immediately.
- Event program participants will be notified that there was a possible case and what precautions were taken.
- The individual will not be permitted to come back to the event.

Communicable Disease Management Plan for Outdoor Craft Fair is not intended to serve as a guarantee that incidents of disease will not occur during Jaffrey Parks and Recreation Department events. COVID-19 is a novel disease and as new information is learned about the disease guidelines may change, requiring an ongoing process of review of this plan and changes being made at any time.

#### **References**

- New Hampshire State Department of Health and Human Services
- United States Center for Disease Control