



## COVID 19 GUIDELINES FOR WFCF Volunteers, Workshares & Shareholders

Waltham Fields Community Farm has instituted a series of health and safety protocols in response to recommendations by the CDC regarding the COVID 19 virus. We have suspended our regular group volunteer program and have extended invitations to core volunteers to help maintain production and support events under our new systems. **Our focus throughout this crisis will be to protect the health of our farm crew and staff and to limit their exposure to anyone who is not following CDC recommendations both on the farm and in their daily lives.**

Volunteers will receive a thorough orientation to new protocols when they arrive on the farm, but we ask that everyone familiarize themselves with the following guidelines and be prepared. In the safety of all staff and volunteers, volunteers will be verbally encouraged by a work supervisor to uphold these protocols and will be reminded as need be.

**WEAR A MASK** in the greenhouse, in the administration building, outside if within 6 feet of another person and at all time during a public event.

- Masks need to cover the wearer's mouth and nose to be effective.
- Cloth masks should be laundered daily
- Avoid adjusting masks while they're on and touching the mouth-covering area, and wash your hands before putting the mask on, after taking it off, and after any adjustments. Touching the cloth means now the germs are on your hands and therefore need to be washed.

**WASH YOUR HANDS** for at least 20 seconds scrubbing thoroughly and including between fingers, nails and cuticles. When to wash:

- upon arrival at the farm; the first floor restroom in the building is available and there is also a handwashing sink next to the Learning Garden and outside the Greenhouses.
- before entering the greenhouse
- before taking off your mask
- before putting on your mask
- before eating
- after eating
- after using the restroom
- after blowing your nose
- after contact with any high touch surfaces
- if hands are visibly dirty before using hand sanitizer
- **before putting on gloves**
- **after removing gloves**

**SANITIZE YOUR HANDS OR GLOVES** Touchless hand sanitizer dispensers are installed at both greenhouses, on the farm trucks and at the wash station as well as in the portable restroom. **If hands are free of dirt and are visibly clean**, hand sanitizer can be used in place of hand washing to disinfect hands.

**WEAR GLOVES** when transplanting or performing any activity where multiple people will be handling the same tool, seedling tray, etc.

- **Remember**, the outside of the glove will pick up and transmit any diseases your bare hand would so **do not touch your face or your mask** even with gloves.

- Sanitize or remove gloves before switching tasks, and wash or sanitize hands after removing gloves.
- Properly remove and dispose of your gloves. This technique will be demonstrated upon your arrival and based on this How-To guide:  
<https://www.globus.co.uk/how-to-safely-remove-disposable-gloves>

**PRACTICE SOCIAL DISTANCING** Although we can not maintain constant distances of 6 to 10 feet while working on the farm, we are still making an effort to practice social distancing whenever possible. For example, while working in the greenhouse, we have individual stations set up for each worker that are at least six feet apart. We each have our own set of tools which we do not share and if we are in need of entering someone's air space, we alert that person and allow for her to adjust her body placement if necessary.

We are also asking our crew and volunteers to follow the state and federal recommendations and limit their activities/interactions off the farm, practice social distancing, wear masks in public and quarantine when recommended.

#### **PERSONAL ITEMS**

- Keep water bottles and personal food items in your personal bags/backpacks or in your personal vehicles.
- Sunglasses may be used in the field if using a neck lanyard; when not in use, they must be stored in a personal bag or backpack and may not be left in common areas.
- No bracelets & rings to be worn while in the greenhouses or while working in the fields with the exception of a wedding band
- All personal items relevant to each day's work should be kept in a bag or backpack with you or in the general area where you are working. Personal items should not be left around the farm or in common spaces.

#### **WHEN TO STAY HOME**

- In accordance with CDC advisory, all volunteers must stay home if they OR A MEMBER OF THEIR HOUSEHOLD has COVID-19 symptoms, even if neither the volunteer nor their household member has a COVID-19 diagnosis. A 14 day quarantine is required before return to the farm.
- Volunteers who are well but who have a sick member of their household with a COVID-19 diagnosis should notify the farm manager immediately and stay home for a minimum of 14 days.

**CONTACTLESS TEMPERATURE TAKING** In the best interest of keeping our guests and staff safe while they assemble and interact on the farm, WFCF will be taking the temperatures of volunteers, workshare team members and staff beginning in Mid-May when they arrive for their shift. If a temperature is detected at 100.4 or over, you will be asked to leave the farm immediately and contact your local health department and please follow the CDC's guidelines, as referenced here:

[https://www.cdc.gov/coronavirus/2019-ncov/downloads/COVID-19\\_CAREKit\\_ENG.pdf](https://www.cdc.gov/coronavirus/2019-ncov/downloads/COVID-19_CAREKit_ENG.pdf)

