



## AHEAD With Horses

10157 Johanna Ave, Shadow Hills, CA 91040 • (818) 767-6373 • awhla.org

### Reopening Plan For COVID-19 Pandemic

(Revised October 2021)

*\*\*This document is subject to change in accordance with California and Los Angeles Guidelines. Phases might reverse and/or some phases might be in place for different lengths of time.\*\**

#### Protocols for Everyone Coming On Site

- If you have been in known contact with a person who has tested positive for COVID-19, do not come on site until you have been tested negative.
- You must wait a minimum of 48 hours if you have been sick or had a fever before coming on site.
- If you have been on an airplane, or another place that has a large amount of people in a small and enclosed space for a long period of time, you must wait at least 1 week (7 days) before coming to our facility.
- All people visiting the premises will bring their own face covering / mask that must be worn when around other people.
- Practice physical distancing and stay 6 feet or more away from other people whenever possible.
- All individuals will wash their hands when they arrive.
- Obey all posted signs and follow rules accordingly.
- Wash your hands before leaving.

#### Protocols for Students and their Families

- We ask that you fill out the DrOwl Check-In form within 24 hours prior to coming on site.  
<https://checkin.drowl.com/checkin.jsp?facilityid=60f88e901ca07c21554a1aed&facilityname=AHEAD%20With%20Horses%20Inc>
- When arriving, all individuals must wash their hands.
- Students will meet the instructor at the front gate of the arena to get on their horse.
- Parents and anyone who came with the student are asked to pick one bench to sit on for the entire time or stay in their car. They must also wear a mask when around other people.
- Students are limited to 2 visitors per rider.
- Do not go past the end of the arena. (This means no visits in the barn.)
- When the lesson is finished, wash your hands, and then leave.

#### Protocols for Volunteers Coming on Site

All these items will be done when we reopen. Certain protocol items will be relaxed (or removed) as we move forwards in our reopening phases. **All should be practiced until told otherwise.**

- **ALL VOLUNTEERS MUST BE VACCINATED** by November 30<sup>th</sup>, 2021. (This is one shot if the J&J, or 2 shots if Moderna or Pfizer.)
- There is a maximum number of volunteers allowed on the premises at any given time. (Number depends on what phase we are in; see Re-opening Phases Plan.)



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- Volunteers must sign up online (see [AWHLA.org](http://AWHLA.org), Facebook or Signup Genius) or have spoken with the office prior to arriving so that the maximum number of volunteers per day is observed. No walk-in volunteers.
- We ask that you fill out the DrOwl Check-In form within 24 hours prior to coming on site.  
<https://checkin.drowl.com/checkin.jsp?facilityid=6Of88e901ca07c21554a1aed&facilityname=AHEAD%20With%20Horses%20Inc>
- Volunteers will not enter the Tack or Feed room unless specifically given permission by a staff member.
  - Clean grooming totes will be placed on the picnic table at the front of the barn for volunteers to grab.
  - When finished, grooming totes or any other tools used, need to be put in the section that is marked for USED / DIRTY items at the picnic table at the back of the barn so they can be cleaned before being put away.
- Volunteers will not enter the office unless specifically asked to or given direct permission by a staff member.
- Face coverings must be worn when volunteering in a lesson.
- When leading a horse during a lesson, always look forwards. Do not face the student and instructor.
- At the end of the session, student should face forwards (not towards the horse or the instructor) when completing their “Finish”.
- At the end of the session, have students thank the helpers by waving or signing “thank you” rather than high-5s or handshakes.
- Wash your hands before and after each lesson that you volunteer in.
- Only one person should be grooming each horse at a time.

### Protocols for Staff

- **All staff must be vaccinated.**
- Only 1 person in the tack room or feed room at a time. If all staff members have been vaccinated, maximum of 2 people in the tack or feed room at a time.
- Have a bottle of bleach solution or disinfectant:
  1. In the tack room
  2. In the barn
  3. At the picnic table behind the barn to clean used tools.
  4. By the arena gate
  5. By the bathrooms
  6. In the office
- Have liquid soap and paper towels by both faucets.
- Wipe down all tools that were used at the end of the day. This includes: grooming tools and brushes, shovels, rakes, poop rakes, wheelbarrows, buckles on halters, etc.
- Wipe down all stall door handles and ropes at the end of the day.
- Empty trash cans on a regular basis in case they get knocked or blown over.



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- Disinfect bathroom door handles, toilet seats and soap dispensers daily.
- When tacking up a horse for lessons:
  - use a cover on the wool pads
  - make sure that the surcingle has a layer of plastic wrap covering it
  - disinfect the plastic covered handles before and after each lesson

### Prior to Lessons Resuming:

- Signs will be posted reminding:
  - (1) Face coverings must be worn when on premises and interacting with other people.
  - (2) Wash Your Hands When You Arrive.
  - (3) Practice Physical Distancing, stay at least 6 feet away from other people whenever possible.
  - (4) Remember to wash your hands frequently.
  - (5) Where to place used/dirty tools when you are finished with them so they can be cleaned.
  - (6) Do NOT play with bleach solution bottles. For cleaning only.
  - (7) Hang restricted area signs. (Including no students in the barn.)
  - (8) Restricted access to feed and tack rooms (Staff only)
  - (9) Post Policy that no one is allowed on premises if sick. (With details.)
- Move benches so that they are 6 feet apart.
- Put a color on each grooming bucket so that volunteers can keep track of which bucket they were using.

## Updated 7/21: Reopening Phases For COVID-19

### Phase 1: Limited Volunteers on Site

- Will allow volunteers to sign up for time-slot commitments.
- Maximum of 3 volunteers per day.
- Must sign up with the office using Sign-up Genius, email or by phone.
- No walk-in Volunteers.
- If you have been on a plane, you cannot come on site for at least 7 days.

### Phase 2: Limited Lessons to Less Vulnerable / More Able-Bodied Students

- All items in Phase 1 remain.
- Maximum of 5 volunteers per day.
- Only 1 lesson in progress at a time.
- We ask that all students and volunteers fill out the DrOwl Check-In form within 24 hours prior to coming on site.

<https://checkin.drowl.com/checkin.jsp?facilityid=60f88e901ca07c21554a1aed&facilityname=AHEAD%20With%20Horses%20Inc>



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- Maximum of 3 lessons per day.
- 1 lesson per horse. (If having 2 lessons, then 2 horses must be used.)
- We will take students who:
  - are able to wear a mask during the whole lesson
  - are not immunocompromised
  - need less physical assistance
  - can ride without a spotter
- Lessons will be scheduled on the hour so that there is enough time to clean and sanitize in between lessons.
  - Leader and Instructor must wash their hands before and after the lesson.
  - Rider needs to wash their hands before and after the lesson.
  - Handles on surcingles must be wiped down with bleach solution.
  - Covers on pads must be removed and laundered between use.

### Phase 3: Limited Lessons to Larger Amount of Less Vulnerable / More Able-Bodied Students

- Same as phase 1 and 2 with the following exceptions:
- Each horse can be used for more than one student as long as the tack is changed, and they are not scheduled back-to-back. (ex: If used at 9:00am, cannot use for the 10:00am lesson.)
- Maximum of 6 volunteers per day.
- Maximum of 6 lessons per day.

### Phase 4: Limited Lessons with More Students

- Same as phase 3 with the following exceptions:
- Maximum of 8 volunteers per day.
- Maximum of 7 lessons per day.
- Will allow students who need a little more physical assistance and a spotter **IF** a parent or someone who lives in their household is willing to act as the spotter.

### Phase 5: Limited Lessons with More Students

- Same as phase 4 with the following exceptions:
- Maximum of 12 volunteers per day (in 2 shifts)
- Up to 2 lessons going on per half hour. Will keep half hour in between lessons to clean and sanitize.
- Can use the same horse for more than 1 lesson per day but must wipe down the tack in between. Covers will be laundered after daily use.
- Maximum lessons per day depends on what time and horses can accommodate.
- Will be returning to our Mobile Program at Sullivan Canyon.

### Phase 6: Allowing More Students to Return

- Same as phase 5 with the following exceptions:



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- Walk-in volunteers may be allowed if we have not reached the maximum amount.
- Will allow students who cannot wear a mask **IF** they have been completely vaccinated. (Must have proof that it has been a minimum of 2 weeks since their second shot.) All students who can wear a mask must still do so. Instructors and leaders must wear masks.

### Phase 7: Allowing Volunteer Spotters for Students to Return

- Same as phase 6 with the following exceptions:
- Will allow volunteers to act as spotters in lessons.
- Maximum of 16 volunteers per day (in 2 shifts)
- Will no longer require half hour in between lessons to clean and sanitize.