



## AHEAD With Horses

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

### Reopening Plan For COVID-19 Pandemic

*\*\*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 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.
- All individuals will wash their hands when they arrive.
- Obey all posted signs and follow rules accordingly.
- We recommend you wash your hands before leaving.

#### Protocols for Students and their Families

- Before each lesson, we will call the business day before and ask the following questions (which are symptoms of COVID-19):  
Do you have any of the following symptoms:
  - Fever?
  - Shortness of breath?
  - Loss of taste or smell?
  - Diarrhea?
  - Cough?
  - Headache?
- 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.
- Students are limited to 2 visitors per rider.



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- 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 of 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.**

- 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.)
- Volunteers must sign up online (see [AWHLA.org](http://AWHLA.org)) or have spoken with the office prior to arriving so that the maximum number of volunteers per day is observed. No walk-in volunteers.
- The picnic table by the barn will have designated sections for people to place their water bottles and personal items.
- Volunteers will not enter the Tack or Feed room.
  - Clean grooming totes will be placed outside the tack room 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 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.
- 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, have students say thank you by petting the pads rather than the horse's fur.
- 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 will be grooming each horse at a time.

### Protocols for Staff

- Only 1 person in the tack room or feed room at a time.
- Have a bottle of bleach solution or disinfectant:
  1. In the tack room
  2. In the barn
  3. By the arena gate
  4. By the bathrooms
  5. In the office
- Have liquid soap and paper towels by both hoses.



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- 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.
- Disinfect bathroom door handles, toilet seats and soap dispensers daily.
- Move benches by the arena so that they are 6 feet apart.
- 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 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.)
- Put tape on table so sections for people to place their water bottles and personal items
- Move benches so that they are 6 feet apart.
- Clean all tools used, stall door handles and ropes, halters used, and faucets daily.
- Put a color on each grooming bucket so that volunteers can keep track of which bucket they were using.



## Reopening Phases For COVID-19 Pandemic

### Phase 1: Limited Volunteers on Site

- Will allow volunteers to sign up for time-slot commitments.
- Maximum of 3 volunteers per day.
- Possibly have 2 types of volunteers: A) Horse and B) Landscaping / Weeding if have lots of interest.
- Must sign up with the office using Sign-up Genius, Golden, email or by phone.
- No walk-in Volunteers.

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

- All items in Phase 1 remain.
- Maximum of 4 volunteers per day.
- Only 1 lesson in progress at a time.
- Maximum of 2 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.
  - Handles on surcingles must be wiped down.
  - Covers on pads must be removed and laundered between use.

### Phase 3: Limited Lessons to More Students

- Same as phase 1 and 2 with the following exceptions:
- Maximum of 6 volunteers per day.
- Maximum of 4 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.
- Will allow students who are able to wear a mask for at least part of the lesson.

### Phase 4: Limited Lessons with Shorter Window Between Students

- Same as phase 3 with the following exceptions:
- Maximum of 8 volunteers per day.
- Maximum of 6 lessons per day. (Or what time will accommodate.)
- Have lessons scheduled with at least 15 minutes in between so that have enough time to clean and sanitize between lessons.



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- Each horse can have a maximum of 2 lessons per day.
- Will allow students who need more assistance and who cannot wear a mask.

### Phase 5: Two (2) Lessons at the Same Time

- Same as phase 4 with the following exceptions:
- Maximum of 10 volunteers per day
  - Walk-in volunteers may be allowed if we have not reached the maximum amount.
- Up to 2 lessons going on per half hour.
- Maximum lessons per day depends on what time can accommodate.
- Each horse can have a maximum of 3 lessons per day.

### Phase 6: Return to Normal Schedule and Allowing 3 Lessons at a Time

- This will be determined as we complete the previous phases and monitor the availability of a vaccine and FDA approved treatments.
- Will include up to 3 lessons going on per half hour.
- No limit on volunteers. Can allow walk-ins.