



**Magical Meadows
Covid-19 Guidelines
June 1, 2020**

OVERVIEW

Effective June 1, 2020, Magical Meadows will open our therapeutic horseback riding programs with protective measures in place to reduce or eliminate the spread of any potential disease.

These measures include:

- Limiting the number of riders/clients in therapy sessions.
- Daily temperatures of riders/clients and volunteers and symptom screenings.
- Volunteers will wear masks while working directly with rider/client.
- Cleaning and sanitizing of helmets, horse tack, etc.
- Volunteers will wash/sanitize hands between riders/clients.
- Parents/guardians will be asked to observe class from vehicle.



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OPENING GUIDELINES

With the gradual re-opening of Indiana businesses, the possibility of increased spread of COVID-19 in our region exists. As such, Magical Meadows will take a tiered approach to reopening, without an established rigid timeline. Progression between tiers will be done at the discretion of the Magical Meadows Board of Directors with consideration of: status of the spread of COVID-19 in our region, effectiveness of our new internal processes, and feasibility of maintaining social distancing per state guidelines within our facility as more onsite visits are added.

PHASE ONE:

- Existing riders/clients of the Magical Meadows will be allowed to schedule an appointment.
- Appointments will be one rider/client in class with the exception of sibling groups, and special situations with individual instructors and volunteers.
- Tammy Stackhouse, Instructor, will evaluate the rider/client before each appointment.
- Parents/guardians will be asked to remain in vehicle upon arrival after check-in.
- Parents/guardians will be asked to remain in vehicle while rider/client rides.

PHASE TWO:

- New riders/clients will be able to schedule appointments.
- Existing riders/clients may begin to return to their group sessions.
- Tammy Stackhouse, Instructor, will evaluate rider/client before each appointment.
- Parents/guardians will be asked to remain in vehicle upon arrival.
- Parents/guardians will be asked to remain in vehicle while rider/client rides.

PHASE THREE:

- All riders/clients will be allowed to participate in group sessions.
- Parents/guardians may bring rider/client to designated check in area.
- Parents/guardians may observe classes at outside designated areas.



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Limitation of Staff/Visitors Onsite

Magical Meadows will reduce the number of staff, volunteers and visitors onsite in order to allow proper social distancing where possible. This will be done through:

1) Elimination of the activity center entrance.

- Front doors at Magical Meadows will remain locked. A sign will be posted on doors with phone number for parents/vendor needing access.
- Parent remain in car until Tammy Stackhouse, Instructor comes to check rider/client.

2) Limitation of Onsite Staff

- No more than 5 volunteers on staff at a time.
- Each rider/client will have one instructor and appropriate number of volunteers.

3) Elimination of other onsite visitors

- Suspension of family members being outside vehicle during session.
- Suspension of clinic tours until further notice.

In addition to limiting the number of staff and visitors onsite, every effort will be made to maintain social distancing. Dependent upon the ability of the rider/client, it may be necessary for volunteer to come in contact with rider/client. If you have a concern about the need for hands on assistance, please schedule your session at a later time.



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SOCIAL DISTANCING

In addition to limiting the number of staff and visitors onsite, every effort will be made to maintain social distancing in the clinic. This will be done by:

- 1) Limiting numbers of riders in class.
- 2) Limiting number volunteers dependent on the need of the rider.
- 3) Parent/guardian to remain in vehicle except to assist rider mounting the horse and/or utilizing the bathroom facilities.
- 4) Tammy Stackhouse will assist rider to mount the horse.



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Symptom Screening/Temperature Checks

Staff:

All staff and volunteers will be educated regarding the symptoms of COVID-19. Anyone presenting with 2 or more symptoms will call in sick to Tammy Stackhouse or Carl Adams, Executive Director. Any staff member presenting with a temperature of >99.9 deg will be sent home. Alcohol swaps will be used to clean thermometer between uses.

Riders:

Upon arrival, rider will remain in vehicle until Tammy Stackhouse and will ask the following questions:

- 1) Has anyone in your household experienced cough or shortness of breath?
-OR Atleast two of these symptoms?

Fever Headache
Chills Sore throat
Repeated shaking w/chills New loss of taste/smell
Muscle pain

- 2) Has anyone in your household had close contact with someone who is confirmed positive for COVID19?

If any of these questions yield a “yes”, the child’s appointment will be cancelled for the day. Please try to assess the this information before you appointment and contact Tammy Stackhouse before and reschedule your appointment.

All riders upon arrival will have their temperature checked via forehead thermometer prior to leaving their vehicle and preparing for session. Any child presenting with a fever of >99.9 deg will be sent home and actions will be documented. Alcohol swaps will be used to clean thermometer between uses.



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Handwashing and Personal Protective Equipment

Handwashing: Both prior to and immediately after the treatment session, Tammy Stackhouse will help the rider wash their hands with hand sanitizer. Parent/guardian to bring alternative method of handwashing if rider sensitive to alcohol based hand sanitizer.

Masks: Given the nature of our therapies, physical distancing between therapist and rider is often not possible. A protective barrier will be used at all times when treating a child. This will be a mask for instructors and volunteers. Masks will be worn by parent/guardian when in presence of volunteers during mounting and dismounting. Riders may wear masks during session.

Facility and Equipment Cleaning

Magical Meadows places a high priority on maintaining a clean and safe work environment for our staff and the families we serve. In addition to our regular housekeeping services we will do the following:

- Sanitize all saddles, reins after each session.
- Sanitize all toys and equipment utilized in therapy sessions between every use
- Sanitize the following frequently touched surfaces through out the day
 - o Door handles (internal and external)
 - o Light switches
 - o Bathroom fixtures

EPA approved disinfectants for COVID-19 will be used for sterilizing toys, equipment and work surfaces. If in low supply and unavailable, bleach water (1/3 cup of bleach added to 1 gallon of water), or 70% alcohol solutions may be utilized per CDC guidelines.



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COVID-19 Scenario Procedures

Scenario 1: Confirmed Positive COVID Case Among Staff/volunteer:

- o Staff member/volunteers calls in sick and reports test results through chain of command: Immediate supervisor->Executive Director
- o Executive Director will inform staff of confirmed positive and determine who among the staff had close contact with the affected individual.
- o All team members with close contact to the confirmed positive individual will be referred to Medstat for COVID-19 Testing. These team members will self-quarantine until results of test are returned. If negative, they may return to Magical Meadows.
- o Executive Director (or designated personnel) will communicate with all staff members with confirmed positive tests and provide directions for the following: self-quarantine, diagnosis resources, health monitoring support.
- o All treatment, office, and common areas utilized by affected staff will be closed until disinfection of area is completed.
- o Executive Director (or designated personnel) will communicate with families of any rider who have had close contact with affected individual(s) and will provide directions for the following: self-quarantine, diagnosis resources, health monitoring support.
- o Communication regarding COVID-19 positive tests among Magical Meadows staff is provided only under the direction of the Executive Director.



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Scenario 2: Confirmed Positive COVID Case Among Riders Served

- o Staff member receiving news of confirmed positive COVID-19 for a rider or family member who have had close contact with our staff should report through chain of command: Tammy Stackhouse-> Executive Director
- o Executive Director (or designated personnel) will communicate directly with involved family and provide directions on the following: self-quarantine, diagnosis resources, health monitoring support.
- o Executive Director will inform staff of confirmed positive and determine who among the staff/volunteers had close contact with the affected individual.
- o All team members with close contact to the confirmed positive individual will be referred to Medstat for COVID-19 Testing. These team members will self-quarantine until results of test are returned. If test results are negative and they do not have any symptoms of disease, they may return to work.
- o Any clinic, office, or common areas used by affected individuals will be closed until thorough disinfection is completed and communicated to staff.
- o Communication regarding COVID-19 positive tests among Magical Meadows clientele is provided only under the direction of the Executive Director.



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Scenario 3: Staff/Volunteer - Known Close Contact with Individual Testing Positive for COVID-19

- o Staff member will report close contact to a known positive case of COVID-19 to through chain of command: immediate supervisor -> Executive Director
- o Executive Director (or designated personnel) will communicate directly with involved staff member/volunteers and provide directions on the following: self-quarantine, diagnosis resources, health monitoring support.
- o Affected staff member will be referred to MedStat for COVID-19 testing and will self-quarantine until results of test are returned. If test results are negative and they do not have any symptoms of disease, they may return to work.
- o Executive Director will communicate possible exposure and action plan to rest of staff.
- o Work areas/bathroom facilities used by affected individual will be blocked off for use until thorough disinfection of workspace is completed and communicated to team.
- o Communication regarding self-quarantine for staff with known exposure is provided only under the direction of the Executive Director.



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Scenario 4: Clientele - Known Close Contact with Individual Testing Positive for COVID

- o Staff member receiving news of any of our clientele (children or caregivers) having close contact with an individual with a confirmed positive case of COVID-19 will report this through chain of command: Tammy Stackhouse> Executive Director
- o Executive Director (or designated personnel) will communicate directly with involved family and provide directions on the following: self-quarantine, diagnosis resources, health monitoring support.
- o Executive Director will inform staff/volunteers of confirmed positive and determine who among the staff had close contact with the affected rider/caregiver.
- o Staff /volunteers will continue with daily temperature checks and symptom screening.
- o Regular sanitization of work surfaces, toys and equipment to continue.
- o Executive Director (or designated personnel) will maintain communication with family to know if the child or caregiver receive positive test results or develop symptoms of COVID-19. If this occurs – follow Scenario 2.

We thank you for your patience and understanding during this time and the guidelines that we have established during Covid-19. Policies and actions may change upon any new information or guidelines become available.

RIDER APPLICATION



MAGICAL MEADOWS
THERAPEUTIC HORSEBACK RIDING

WAIVER AGREEMENT & LIABILITY RELEASE

My signature below denotes that I agree to all the following as a condition for myself/child/family as it pertains to Magical Meadows, Inc. (hereafter referred to as the "Center") as a condition for participation in activities at/on/near the Center's premises and property or associated with any Center activity including but not limited to equine-assisted activities, trail riding, arena instruction, barn & pasture activities, demonstrations and public events. **WARNING: Under Indiana law, an equine professional is not liable for an injury to or the death of a participant in equine activities resulting from the inherent risks of equine activities.** As the legal representative of the participant (myself/child/family) I acknowledge the risks and potential for risks of equine related activities. I understand not all risks can be foreseen nor prevented. I understand these risks and assume responsibility for them. **I hereby, intending to be legally bound for myself/child/family, heirs and assigns, executors or administrators, waive and release forever all claims for damages (present or future) against Magical Meadows, Inc., its Board of Directors, Executive Director, Instructors, Staff, Therapists, Volunteers and/or other authorized persons for any and all injuries/losses sustained while participating or visiting at Magical Meadows, Inc.** As consideration for the Center to allow myself/child/spouse/family members to engage in Center related activities, I agree to assume full responsibility for any and all bodily injuries, losses, or damages, which I or they might sustain.

It is mutually understood and agreed that the waiver and liability release set forth in this document constitutes a waiver of liability beyond the provisions of the Indiana Equine Activity Liability Act. I further agree to indemnify and hold harmless the Center or persons/entities associated with the Center and to not bring any claim or suit against them on the basis of any exception to the IN Equine Act. Should I breach any part of this waiver/liability release, I agree to pay all the Center's attorney's fees or other legal costs that may occur.

IT IS THE INTENTION OF THE UNDERSIGNED, BY THIS INSTRUMENT, TO RELEASE AND WAIVE ANY CLAIM AGAINST MAGICAL MEADOWS FOR PERSONAL INJURY, PROPERTY DAMAGE OR WRONGFUL DEATH CAUSED BY NEGLIGENCE, INCLUDING THE NEGLIGENCE OF MAGICAL MEADOWS, ITS EMPLOYEES, VOLUNTEERS OR AUTHORIZED PERSON.

In addition, I agree that by signing this waiver and liability release that I hereby release Magical Meadows, its Board of Directors, Executive Director, Instructors, Staff, Volunteers and/or other persons for any illness or symptoms related to Covid-19.

I attest that I am at least 18 years of age, of sound mind, not suffering from shock or under the influence of alcohol, drugs or intoxicants. I have read this ENTIRE waiver and application and fully understand it. I intend for this waiver, agreement and liability release to be valid and binding today and at ALL FUTURE ENCOUNTERS.

SIGNATURE

RELATIONSHIP TO RIDER (IF NOT RIDER)

DATE