

# 21 ACRES



## 21 ACRES COVID-19 VOLUNTEER POLICY

### Welcome Back!

21 Acres has sorely missed our community of volunteers and extends our greatest thanks to everyone for your continued support during this pandemic. Your absence has made us realize even more how important you are to our everyday efforts in battling climate change, responsibly stewarding our land, and participating in our local food systems. We appreciate your continued support and are excited to welcome you back to campus.

Volunteering with 21 Acres will look and feel different than you're used to. We hope that these guidelines will increase campus safety and provide a rewarding volunteer experience for you and your family.

Thanks for reading through the guidelines in full.

### Campus Changes:

For those familiar with our campus, below are the updates and guidelines during COVID-19.

Here's what you can expect when you arrive:

- Campus is currently closed except for essential work by 21 Acres staff, Farm Market shopping, food deliveries and aggregation from farmers, and modified volunteer work.
- We know that most volunteers at 21 Acres want to be a part of something bigger than themselves and socialize with other like-minded people. Considering that we won't be able to accommodate large groups for a while, we want to continue making our volunteer experience a social one. Going forward, **you will now be allowed and encouraged to bring your own friends and family along in groups of up to 5 people.**

This can include kids of all ages, but groups of youth must have an adult supervisor present.

- The *Farm Closed* chicken signs at each of the farm access bridges must remain closed so visitors know the farm is off limits.
- There will be hand sanitizer stations at the Volunteer check-in tent, the entrance to the lobby on the 2<sup>nd</sup> floor, and in each restroom.
- Volunteers are only allowed in the building areas to use the bathrooms and shop the Farm Market (when open). To find more information about the Farm Market hours, please check [here](#).
- Volunteers are not allowed in the farm production areas at this time. Please follow the campus signs to find your designated workspaces, compost areas, wood chips, and wheelbarrows.
- Please do not eat lunch while you are on the property. This will limit everyone's exposure. Currently, we are only able to provide lunch areas for our staff members.
- Please do not linger or wander around the campus or in spaces you are not working in during your shift; again, this will limit your potential exposure to the virus and keep our campus a safe working space.
- In accordance with WA State Department of Health Order 20-03, volunteers must wear a face mask while on campus.

## **Before you arrive on campus:**

1. Orientation and training are now online and it's easier than ever before! If you are a new volunteer, please start by filling out this [Volunteer Application](#).
2. Afterwards, please spend the next 10-15 minutes watching these short training videos.

*All volunteers, new and returning, should review this information as things have changed since you were last on campus. Please have everyone in your group watch these videos before volunteering.*

*This is essential to ensure the safety of your group.*

- a. [Volunteer Orientation](#)

- b. [Welcome Back from Jess](#)
  - c. [Tool Safety](#)
  - d. [Removing Thistle](#)
  - e. [Removing Bindweed, Himalayan Blackberry and Reed Canary Grass](#)
  - f. [Composting Invasive Species](#)
3. All volunteers must agree to and sign the [Additional Volunteer Waiver of Liability – Volunteering at 21 Acres during the COVID-19 pandemic](#). Please remember to have everyone in your group review and submit before arriving to volunteer at 21 Acres.
4. Next, you can schedule yourself to work either independently or in a small group of close friends or family members. During Phase 2 of the Washington Safe Start plan, groups are limited to a maximum of 5 people.
5. Sessions will be scheduled in staggering shifts to allow proper social distancing while checking in and out.
  - a. 9:30am – 11:30am (up to 5 people)
  - b. 10:00am – 12:00pm (up to 5 people)
  - c. 10:30am – 12:30pm (up to 5 people)
  - d. 1:00pm – 3:00pm (up to 5 people)
  - e. 1:30pm – 3:30pm (up to 5 people)
  - f. 2:00pm – 4:00pm (up to 5 people)
6. After following the directions above, use this [sign-up sheet](#) to schedule your group for a 2-hour session. This document will be updated and sent out weekly. If you know you want to schedule your group for several weeks in a row, please use this sheet to do so.
7. Remember to screen yourself before coming to volunteer on campus. Ask yourself and members of your group:
  - a. Are you feeling ill?
  - b. Do you have a cough or fever?
  - c. Do you or anyone in your house have a high risk for contracting the coronavirus?
  - d. Have you traveled outside of the United States in the past two weeks?
  - e. Take your temperature. Do you have a fever?

If the answer to any of these questions is "yes," please respect the safety of yourself and others by not coming to campus. Send an email to [krystalw@21acres.org](mailto:krystalw@21acres.org) if your plans have changed for any reason.

For more information, view [these self-screening questions](#) based on CDC guidelines before arriving to campus.

## While on Campus:

1. We ask that you arrive on time for your scheduled shift, collect your tools, and head out to your assigned location in a timely manner to allow enough time for the next group to arrive with no overlap. Each shift is a 2-hour session and will allow for 30 minutes between groups.
2. In accordance with WA State Department of Health Order 20-03, volunteers must wear a face mask while on campus. This includes while checking yourself in and out, walking to and from your assigned location, and when entering into the building to use the restroom or shop the Farm Market. Please also wear a face mask when you are working outside and unable to maintain 6 feet between yourself and any other person.
3. Please bring with you a water bottle and any personal gloves or tools you'd like to use while on site. *If you are bringing your own tools please be sure to mark them clearly and take them with you at the end of the day. 21 Acres will provide blue masking tape at the check-in tent for marking your tools in case you have forgotten to do so before arriving.*
4. When you arrive, please go directly to the set-up tent located on the back lawn; it's easy to find next to the parking lot.
5. Sign yourself and your group members in, turn in your COVID Volunteer waivers, make a name tag for everyone so that you are easily identifiable while on campus, and sign out a walkie talkie for communication. Here you can also pick up your gloves and tools, wash your hands, and fill up your water bottles.
6. Next, you'll look at the campus map and find out where you will be working. Follow the signs on the campus to find your site. Sites will be clearly marked. *A staff member will check in with you while you are on campus.* If you have a question about your project and a staff member is not readily available, please use your walkie-talkie to communicate with them.
7. After finishing your shift please bring all of your tools and gloves back to the check-in tent.

8. There will be a clean and dirty station for both gloves and tools. Place your gloves in the dirty glove bucket and a 21 Acres staff member will wash gloves between every use.
9. Volunteers will be asked to sanitize your tools at the end of each shift. [Learn how to sanitize your tools here.](#)
  - a. Sanitizing spray bottles are filled with Virex II/256 which is a quaternary disinfectant listed on the EPA's registered antimicrobial products list for effectiveness against Covid-19. 21 Acres staff will keep these bottles filled and available at the tool sanitizing station. Vigorously spray all tools used during your shift, especially the handle, allowing the sprayed tools to sit for 10 minutes. Use the green apple timer to indicate to the next group of volunteers that these tools have been sanitized.
10. Bins for garbage & recycling will be located in the volunteer tent for anything you may have found while working.

### **After your volunteer shift:**

Each week we will send out an email that will include any updates, a feedback survey, and the weekly schedule to sign up again. Please use this survey to give us feedback on how things are working and what needs improvement.

### **Questions?**

Please email Krystal Wasson, Volunteer Lead: [krystalw@21acres.org](mailto:krystalw@21acres.org).

### **Thank you.**

We know that you have been going through a lot of change this year. Thank you for your time, effort, and continued involvement in our local food system. We are excited to welcome you back to campus.