Craigville Retreat Center Covid 19 Site Plans for Groups

Hello, and welcome to Craigville Retreat Center! We are looking forward to your stay with us. We hope you are as excited to come here as we are to have you. We know you may have some concerns about how to we will make you stay enjoyable and safe. Due to the corona virus and the social distancing now required for everyone’s safety, we have made a few changes here at Craigville Retreat, specifically, the details of the safety protocols we are taking and the specifics of how we can safely house your group.

Attached are two documents for you to read through. One is the COVID procedures for guests that UCCR has put together. The other is the questionnaire that we will be asking each guest to complete when you are checked in. We will also be taking each person’s temperature (touchless) when you first arrive.

Lodging

These will vary and be specific to every group. We are opening up additional cottages and lodging as available for groups to spread out.

Indoor and outdoor meeting space options.

As of now we will use the Dining Hall, the Tabernacle, and the Living Rooms of the Inn, the Lodge, the Manor, and Groves. We will also offer to provide folding chairs for any group that would like to meet outside. The Green and the Ball field would both make adequate outdoor meeting spaces.

Dining

Mealtimes may be adjusted from the traditional times we have used in the past. If there are multiple groups on site, each group will have one half hour to eat. The end time for meals will be strictly enforced as we will need to sanitize the dining hall prior to the next groups entry. In the initial phase of food service, we will be utilizing disposable plates, cups, and flatware. This will allow individuals to take their food “to go” if they are not finished by the end of the mealtime window.

Group leaders will be responsible for overseeing the order and method in which individuals line up to get their food. We will have two service windows. One individual will be allowed to approach each service window at a time. All food and drink options will be plated and served from the windows. Food service staff will be masked and gloved at all times. Sneeze guard type barriers will also be in place to limit exposure.

Bathrooms & Cleaning

Groups will have private bathrooms and showers for each room. Cleaning supplies will be provided to group leaders so high touch surfaces and bathrooms can be repeatedly cleaned during the groups stay. Staff will not enter a building unless there is an emergency or they have been requested to do so by the group leader. Staff can provide additional surface and
bathroom cleaning if requested during the stay. If staff do enter a building all individuals inside must be masked or exit the building prior to staff’s entry.

For cleaning procedures, all staff wear masks and gloves while inside of the buildings. Their temperatures are taken prior to every shift. All surfaces including beds and upholstery are sanitized with Lysol. All bedding including pillows have been removed from bedrooms. Bedding, linens, and towels can be requested for an additional fee. Windows are opened and the buildings are ventilated while cleaning occurs. The only items we are currently advising guests to sanitize prior to use are kitchen utensils in the residence buildings.

Re-opening Protocols for Craigville Retreat Center

Short-term rental

If You Feel Ill, Please Stay Home

A health screening questionnaire will be required of our guests and staff upon arriving at our facilities. This will include questions about fever/temperature, exposures to Covid-19 positive individuals, and illness symptoms. Please bring your own linens, bedding and recreational equipment.

• Physical Distancing, Masks & Group Size

Physical distancing practices will be in place in compliance with local and state health and safety guidance. This includes face masks when in close proximity to others or maintaining 6-feet distance when appropriate. Family groups from the same home do not need to adhere to this guidance when sharing a space. Group sizes may be limited to reduce exposure, and meal-times may be staggered. Guests should provide their own masks. A limited number of masks will be for sale on-site.

• Meal Service Safety

During the initial stages of reopening, buffet meals will no longer be served. You can still expect the same quality, home-cooked meals you have come to expect from our sites, however, they will be plated by our staff to reduce the chance of exposure. Eating outside is encouraged.

• Sanitization

Restrooms and common areas will be sanitized by UCCR staff daily when guests are on-site, and checklists will be posted to let our guests know when these areas were last disinfected.

• Questionnaire

Please fill out the questionnaire on the day of arrival, before coming onto the site. The Site Director will collect from the group leader upon arrival.

• Recreation

Please provide your own balls and frisbees. Volleyball net will be provided. The playground is currently off limits.
Additional Info
At Craigville Retreat Center we are eager to accommodate our guests for safe physical distancing. Here is what you can expect:

Cottage Rentals:
- 6' spacing marked on floors for food service
- Our site staff will work with you to make the space work for your group's needs
- Sanitation stations

Large Group rentals:
- Adding lodging space (more cabins, buildings, or dorm rooms)
- Adding tables in dining room
- Additional chairs in meeting rooms

More Resources
Barnstable County re-opening info. can be found here.
Stop the spread of germs Infographic.
Camp & Recreation Guidelines from CDC.
Handwashing Posters.
Coronavirus (Covid-19) Guest Health Screening Questionnaire

Guest Name________________________________________

Today’s Date___________________________________________

Temperature of guest upon arrival at site: ________________

Has this person been exposed to anyone that has tested positive for Coronavirus in the past two weeks?

Yes                   No

Has this person experienced any fever, cough, or flu-like symptoms in the past 72 hours?

Yes                  No

Does the guest have a face-covering that covers the nose and mouth?

Yes                  No

If the answer to either of the first two questions is no, and the guest’s temperature reading is below 99.1 degrees Fahrenheit, the guest is allowed to come to the site.

If the guest answered yes to either of the first two questions, or has a temperature of 99.1 or above, the guest must be sent home, and is recommended to check in with their local healthcare provider if symptoms exist.

Face-coverings are to be worn anytime the guest is within 6 feet of another person.