

# Renfrew County and District Health Unit

## COVID-19: Safety Plan Template for Opening Community Gardens - 2021

Community gardens in Renfrew County and the District are permitted to open under strict health and safety guidelines outlined in [COVID-19 Guidance for Safe Community Gardening](#).

Municipalities, community organizations and garden coordinators can use this *COVID-19 Safety Plan Template for Opening Community Gardens* to help them meet the requirement (new 2021) for a [COVID-19 Workplace Safety Plan](#). **Keep this plan available for anyone to review upon request.**

### 1. Self-Screen Before Visiting the Garden. Stay Home if Indicated.

- Before coming to the garden, all gardeners must self-screen.** Complete the online screen tool at <https://covid-19.ontario.ca/screening/customer/> and follow the direction provided. Stay home if ill.
- Post signage for passive screening at the garden entrance** - [Should I Enter the Community Garden?](#)

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### 2. Physical Distancing

- Post [signage on physical distancing](#).**
- Set and post maximum capacity limits at the garden entrance.**
  - o Limit the total number of people in the garden at any one time to ensure a physical distance of at least 2 metres can be maintained from every other person and not exceed 50% capacity of the area.
  - o Consider the overall space and flow of the garden, the number and size of plots, the resources available, including shed access, watering, space between plots.
- Remove or tape-off communal seating and picnic areas.**
- Post signage that gardens are not open to the public.**
- Set up a scheduling system to limit the number of people in the garden at a given time.**

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### 3. Use Masks and Personal Protective Equipment (PPE)

- Masks will be worn when physical distancing is not possible or when gardeners are waiting in a line-up.** Masks do not replace the need for physical distancing and hand hygiene.

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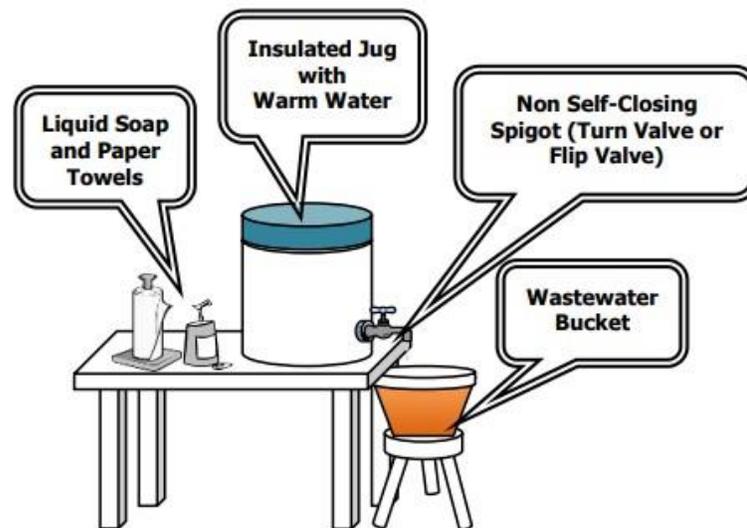
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### 4. Hand Hygiene

Select which of the following your garden will use to promote hand hygiene:

- Share [How to wash your hands](#) and [How to use hand sanitizer](#) with registered garden users, and explain the hand hygiene methods to be used in the garden.
- Post hand-hygiene signage:
  - [How to wash your hands](#)
  - [How to use hand sanitizer](#)
- Hand wipes to remove visible soil and debris, followed by alcohol-based hand sanitizer (containing at least 70% alcohol, and approved by [Health Canada](#)).
  - Provided by garden
  - Provided by gardeners
- Handwashing sink equipped with hot and cold running water, liquid soap, and paper towels.
- Temporary handwashing station prepared as per the picture below. This method may only be used if wastewater can be discarded appropriately, such as into a sink, toilet or sewer. Wastewater may not be dumped directly onto the ground.



Source: [https://www.fraserhealth.ca/-/media/Project/FraserHealth/FraserHealth/Health-Topics/Food-Safety/Temporary\\_Food\\_Premises\\_Application.pdf](https://www.fraserhealth.ca/-/media/Project/FraserHealth/FraserHealth/Health-Topics/Food-Safety/Temporary_Food_Premises_Application.pdf)

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### 5. Cleaning and Disinfection

Select which of the following your garden will use to promote cleaning and disinfection of equipment and high touch surfaces:

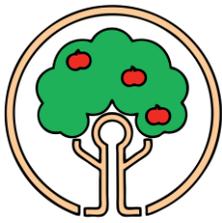
- Share [Cleaning and Disinfecting in Your Community Garden](#) with gardeners.
- Identify the shared tools/frequently touched surfaces which should be cleaned and disinfected **before and after each use**: garden hoses, spigots, faucet and door handles, shed locks/handles, gate locks, as well as all shared garden tools. Items must be cleaned and free of debris before they are disinfected.
- Make cleaning chemicals or bleach available. If using bleach:
  - Develop a plan for who will prepare and dispose of the bleach solution daily.
  - Post signage on safe preparation of making a bleach solution.
  - Ensure products are clearly labelled and stored safely out of children's reach.
- Gardeners will disinfect shared tools and surfaces between uses.

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### 6. Post Required Signage

- Post clear, visible signage at all entrances, and at common areas** reminding members, staff and volunteers about the garden requirements.
- Signage to post:**
  - Garden entrance – Maximum number persons allowed in the garden at a time (50% capacity)
  - ["Should I Enter the Community Garden"](#) covid signage instructing those with symptoms or who have had contact with a confirmed case of COVID-19 to not enter the garden. Advise garden users to monitor their health and do the [self-assessment](#) each day. Direct members to stay home if they are sick and contact the Renfrew County and District Health Unit COVID-19 Intake Line at 613-732-3629 ext. 977 to discuss their risk and next steps.
  - No sharing of food or personal items (e.g., gloves)
  - [Physical distancing](#)
  - Garden access for members only
  - [Cleaning and Disinfecting in Your Community Garden](#)
  - [How to wash your hands](#) and [How to use hand sanitizer](#)
  - [My Mask Protects You](#)

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### 7. Member List and Attendance Log for Contact Tracing

Gardeners, volunteers and staff may need to be contacted if there is a confirmed case of COVID-19 identified in the garden, to help identify close contacts.

- Contact List:** Community garden coordinator will keep a current contact list. Here is a link to a sample [Tracking Tool for Community Garden Coordinators](#).
- Sign-in/sign-out sheet:** Gardeners will sign in before entering and after leaving the garden (paper sign-in sheet, or electronic). If your garden uses a paper sign-in sheet, ask gardeners to bring their own pens. See below for an example of a sign-in sheet. **A printable template is at the end of this document.**

Name	Date	Time In	Time Out

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### 8. Communication and Compliance

It is important that everyone is safe and respectful in the garden because of the seriousness of the COVID-19 situation.

- Communicate COVID-19 Safety Requirements:** Community garden coordinator informs garden users of the requirements prior to allowing access to the garden.
- Limit Access to Gardens when Needed:** Community garden coordinator limits access for a garden member that is unwilling to follow the requirements and public health practices above.

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### Resources:

- RCDHU link: [COVID-19 Guidance for Safe Community Gardening](#)
- RCDHU Signage link: [Should I Enter the Community Garden?](#)
- RCDHU. [Tracking Tool for Community Garden Coordinators: COVID-19 Requirements Available](#)
- RCDHU: [Cleaning and Disinfecting in Your Community Garden](#)
- RCDHU. **Community Garden Sign-In Sheet** (See below)

For more information or to speak with a Public Health Inspector, please call Renfrew County and District Health Unit at 613-732-3629.

Thank you for helping to keep community gardens healthy and safe.

**Adapted and reprinted with permission from Peterborough Public Health.  
Current as of April 29, 2021**

**Visit us at [www.rcdhu.com](http://www.rcdhu.com) or call 613-732-3629 or 1-800-267-1097**

"Optimal Health for All in Renfrew County and District"

April 2021

