

# COVID-19 SAFETY CHECKLIST

## FAIRS & FESTIVALS REOPENING CONSIDERATIONS

The following lists the operational adjustments that Fairs & Festivals may want to consider as they reopen to the public during the COVID-19 pandemic. It is important to note that many of these considerations may change as government guidelines, industry standards and guidance from medical professionals evolve. As you develop your reopening plans, it is critical that you ensure that they are compliant with federal, state and local laws and government regulations. Additionally, it is always a good idea to review your plans with your legal counsel.

FAIRS & FESTIVALS		
ADMITTANCE PROTOCOLS		
1	Consider conducting daily temperature checks for employees and guests prior to allowing them entrance into the facility. No touch infrared thermometers can be purchased at a reasonable cost and is an effective way to ensure individuals inside your facility do not have a fever. Additionally, anyone exhibiting cold or flu like symptoms should not be allowed into the facility.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
2	Consider having employees complete a Travel Declaration and COVID-19 form.  ❖ <i>Note: Individuals that have traveled overseas, or even to “hot-spot” areas in the United States, as well as individuals who have been in contact with an individual affected by the COVID-19 virus, should be subject to a 14-day self-quarantine prior to being allowed to participate.</i>	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
3	Develop a written sick policy. Employees and guests should be symptom free for at least 14 days prior to entering the facility.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
4	Consider having employees and guests complete medical questionnaires. Individuals with preexisting medical conditions should be discouraged not to enter the facility.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
5	Post signage at or near the entrance areas informing guests of the facility’s policies, procedures, and guest code of conduct relative to COVID-19.  ❖ <i>Note: Information regarding the park’s policies and procedures should be posted on the park’s website, social media sites, and through the media.</i>	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
PHYSICAL DISTANCING POLICIES AND PROCEDURES		
1	Develop policies and procedures to ensure the number of individuals allowed inside each area of the facility meets the requirements set forth by state and local guidelines.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
2	To enforce social distancing policies, consider dividing the facility into zones and limit the capacity per zone. Staff should monitor the areas to ensure safe distancing is taking place.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
3	Ensure all staff members have been trained and are knowledgeable of the venue’s new social distancing policies and procedures. Social distancing parameters should apply to all guests and all staff without exception.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
4	Ensure notices about the measures that are in place in the facility to inform and educate guests about the facility’s new procedures with regard to COVID-19 are in place.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>

5	<b>Queue Lines</b> - arrange queue lines to rides and attractions so guests remain spaced at least six feet apart. Signage and floor markers can be used to direct guests where to stand. Additionally, consider adding verbiage regarding distancing rules on repeaters.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
6	<b>Rides With Fixed Carriers</b> - space guests out on the ride carriers, leaving some seats and/or rows empty to ensure a six-foot distance is maintained. Allow only people in the same party to sit next to each other.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
7	<b>Funhouses</b> – limit the capacity and space out guests to ensure the proper physical distancing.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
8	<b>Carnival Games</b> – ensure games are properly spaced so that guests remain at least six feet apart. Ensure barriers are in place so that employees are six feet from guests.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
9	<b>Inflatable Attractions</b> – consider closing moon bounce inflatable attractions. Allow only one person at a time on inflatable slides and inflatable obstacle course attractions.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
10	<b>Rock Climbing Walls</b> – close certain climbing attractions and ensure that rock wall attendants are vigilant and strictly enforce distancing rules.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
11	<b>Arcade</b> – block-off, turn-off, or place “out of order” signage on certain games so that the available ones are spread out at least six feet apart. Game can be placed on an operating rotation throughout the day.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
12	<b>Food Trucks/Concession Stands</b> – arrange queue lines for food trucks and concession stands so that guests remain spaced at least six feet apart. Signage and floor markers can be used to direct guests where to stand.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
13	<b>Restaurants &amp; Bars</b> – in addition to signage, hostesses and/or managers should manage physical distancing at the entrances, waiting areas and queues. Tables and booths should be arranged to allow the proper physical distancing between each family or party. Bar stools should be properly spaced to provide the appropriate physical distancing.  ❖ <i>Note: The National Restaurant Association’s ServSafe team has released a guide for the restaurant industry, COVID-19 Reopening Guidance, to help restaurants reopen their businesses. ServSafe has partnered with the Food and Drug Administration, public health officials, industry representatives, academia, the Conference for Food Protection, and Ecolab Inc., to create protocols for restaurants to reopen safely. While this guide could be very helpful, businesses should always strictly adhere to local health department regulations.</i>	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
14	Ensure notices about the social distancing measures that are in place at the facility to inform and educate guests about the new procedures with regard to COVID-19 are in place	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
15	Consider having employees and guests wear masks.  ❖ <i>Note: Fairs &amp; Festivals should follow the guidelines set forth by the state and/or local health departments.</i>	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>

CLEANING, DISINFECTING & HYGIENE		
1	Ensure all facility staff are properly trained on the facility's enhanced cleaning policies and procedures. Document all enhanced sanitation practices that the facility has developed as well as the training sessions for employees.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
2	Ensure enough time, staff, and resources are available for cleaning the facility throughout the day and after the facility closes. Develop a cleaning checklist and ensure that all cleanings are properly documented.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
3	Develop procedures whereby ride attendants effectively and efficiently clean and disinfect between each ride cycle.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
4	Use EPA-approved disinfectants and disinfecting wipes when disinfecting the facility.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
5	Ensure staff are constantly cleaning high touch areas (doors, door handles, tables, counters, chairs, arcade games, restroom amenities, etc.) with a disinfectant throughout the day and as needed.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
6	Install additional hand sanitation stations at strategic locations throughout the facility.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
7	Educate all staff members and guests on the proper hygiene (not touching eyes, nose, mouth with unwashed hands), and the proper sneeze/cough etiquette.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
8	Discontinue the use reusable condiments from counters, tables, or in other common areas. Provide condiments upon request in single serving packets.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
9	Encourage the use of contactless payment methods (i.e. guest swipes their own credit/debit card).	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
10	Develop cleaning response protocols for potential biohazards in the facility.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
11	Install signage throughout the facility informing patrons of the venue's enhanced cleaning and hygiene policies and procedures.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
12	Develop procedures if there is a reported case by an employee, member, or a local health authority that a confirmed COVID-19 case has been at the facility.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
13	Develop a relationship with a reputable cleaning company that can be quickly deployed in the event enhanced cleaning is required due to a confirmed COVID-19 case at the facility.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
<b>ADDITIONAL NOTES:</b>		