



KIEVE WAVUS
E D U C A T I O N



KWE, Inc. COVID-19 - Non-Summer Camp Protocols - updated August, 2021

- All employees, clients, and visitors must follow organizational policies based on Maine state and CDC guidance, including those that are role or program specific.
- **Anyone experiencing COVID-19 symptoms, regardless of the circumstances, must not come onto any of our campuses.**
- Everyone on campus should frequently wash or sanitize hands to CDC standards; particularly before and after arrival, meals, using the restroom, and using shared items.

The Leadership School

- All overnight Residential Program participants must be fully vaccinated and adhere to strict mask-wearing indoors, and in high traffic areas outdoors.
 - If participants of a Residential Program are not fully vaccinated, then the visiting school's faculty, staff, or parent volunteers must chaperone and sleep in the cabin space with the students.
- Outreach Program participants and 1-day Residential Program participants may be unvaccinated and all participants must adhere to strict mask-wearing indoors, and in high traffic areas outdoors.
- All indoor classes and activities should adhere to social distancing guidelines whenever possible.

Retreats & Rentals

- Retreat or Rental participants must be fully vaccinated if their program requires KWE Employees to be in close contact indoors and participants must adhere to strict mask-wearing indoors, and outdoors in high traffic areas.
- Retreats or Rentals with unvaccinated participants may not have close contact with KWE Employees, and all participants must adhere to strict mask-wearing indoors, and outdoors in high traffic areas, regardless of vaccination status.
- All indoor activities should adhere to social distancing guidelines whenever possible.

Challenge Course

- Masks should be worn in accordance with each program's protocols as iterated above.
- Hands must be sanitized before and after using any element.
- Participants should adhere to social distancing guidelines when climbing indoors.



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Travel to Campus

- If you have been on campus and soon after test positive for COVID-19, please notify KWE immediately.
- All visitors should follow the current Maine state guidance for travel and should adhere to the protocols of each program as iterated above.

Food Service

- The Leadership School must have meals served buffet style by KWE Employees with gloves on and plastic sneeze guards present.
- Retreats & Rentals may have self-serve meals but plastic sneeze guards must be present and hand sanitizer must be available at the beginning and end of the buffet line.
- Hand sanitizer or hand washing stations must be available and used immediately before and after serving and eating.
- Meals should be eaten outside as often as possible and participants should adhere to social distancing guidelines when eating indoors.
- Maine state and ServSafe guidelines should be followed for meal preparation, storage, and sanitization of eating and serving areas.

Employees

- All employees must be fully vaccinated.
- All employees must adhere to the mask-wearing protocols of each program as iterated above.
- If you are experiencing any COVID-19 symptoms, regardless of vaccinations status you must stay home and communicate with your immediate supervisor who will collaborate with the Healthcare and Risk Director to establish your next steps.
 - If you are experiencing symptoms and are unsure of what to do, please communicate immediately via text with the Healthcare and Risk Director and call if necessary: 207-671-5292.
 - If you are experiencing any COVID-19 symptoms while at work, you should communicate immediately with the Healthcare and Risk Director to take a rapid test on site.