

Important Changes to Outdoor School 2020/21

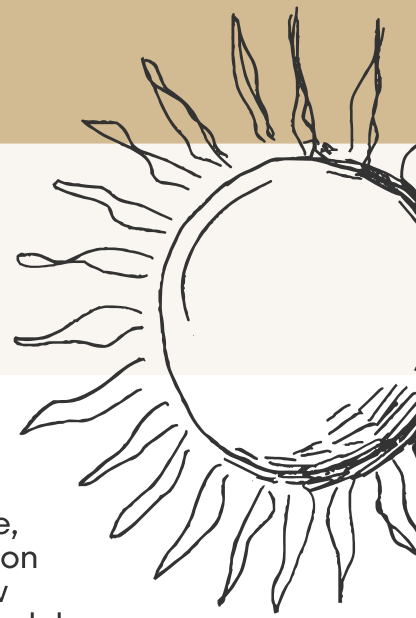
Given Covid-19, we're making some changes to Outdoor School to get kids outside, connecting with nature and having fun, while maintaining a safe environment! **Please carefully read this overview to find out how programs will be different and what to expect.**

How will Outdoor School feel different from previous years?

The short answer is - it mainly won't! We're still the Pine you know and love, and our programs will continue to reflect our core values. As an organization that has always run outdoor programs with relatively small groups and low student to instructor ratios, we're well positioned to follow our existing model and operate with a reduced risk to participants. We'll spend 100% of our time outside, wandering through the parks, playing games, and practicing wilderness and naturalist skills!

However, it's important to know of some changes we'll need to make this year to keep everyone safe in our changed world. Participants will spend their time exclusively within their program groups and some activities won't be possible, like inter-program games.

These changes will involve new challenges and learnings for everyone. But we're looking forward to getting creative and working together to foster a fun, supportive environment for participants to grow and learn this year.



What we're doing to enhance health & safety

We're committed to providing an environment that is fun, engaging and safe. **Pine's Outdoor School programs will meet Ontario and Toronto health recommendations. However, doing so offers no guarantee that you or your child will not be exposed to Covid-19.**

Below is a summary of key changes we're making to our program operations.

Please review these changes and carefully consider whether Outdoor School programs remain a good fit for your family. Due to the nature of programs this year, we will be strictly enforcing the following requirements and expectations.



Health & Safety

Screening and Illness

Implementing screening procedures each program day

- Families will be asked to screen participants before arriving at program each day
- Participants who do not pass the screening will not be permitted to attend program

 **Participants that have symptoms of Covid-19 or have had close contact with a confirmed or probable case of Covid-19 will not be admitted to program.** 

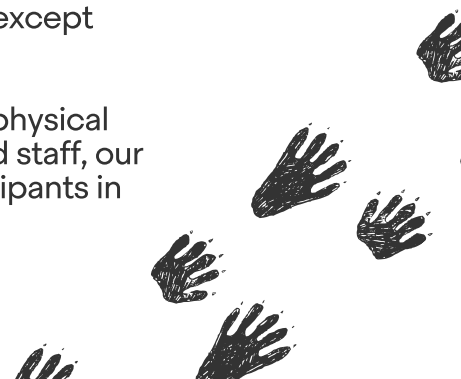
Monitoring participants for signs and symptoms of Covid-19 throughout the day

- If a participant falls ill while at program, they will be isolated from the rest of their group. Caregivers will be contacted to pick up the participant immediately. The participant will not be able to return until they meet one of the criteria for returning (dependent upon their original symptoms and recovery).

Physical Distancing

- **Establishing groups of no more than 15 people** (12 participants, 2 staff, 1 volunteer) that do not mix with other groups
- **Encouraging physical distancing between participants, caregivers and staff whenever possible.** Physical distancing may not be possible in situations such as providing first aid, managing participant behaviour and emotions, during safety and emergency situations or in inclement weather.
- **Asking participants and staff to wear face coverings** when physical distancing cannot be maintained.
 - Families will be asked to send participants to program with a clean mask.
 - All participants (excluding Oaks and Acorns children) will be required to wear masks when physical distancing is not possible.
 - Staff will be required to wear masks at all times during program (except when eating or drinking).

*Thanks to the nature of our programming, there is often opportunity to physical distance. While we will always prioritize the safety of our participants and staff, our intention is to create space for mask-free outdoor experiences for participants in every session.



Hygiene & Sanitation

- Increasing the frequency of routine cleaning and disinfection of high touch surfaces & equipment.
- Enhancing hygiene and sanitation practices for participants and staff
 - Requiring frequent handwashing/sanitizing. Hand sanitizer ($\geq 70\%$ alcohol) will be used when soap and water is not available.
 - Enforcing strict no-sharing policies for food and personal items.

Participant Code of Conduct

Each participant will be asked to agree to our new Code of Conduct on the first day of program, which includes physical distancing, respiratory etiquette, handwashing and respectful interactions with others.

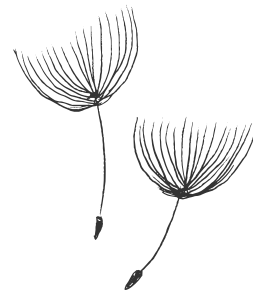
If participants are unable or unwilling to follow this code of conduct and/or their behaviour puts staff or other participants at risk, warnings will be issued to the participant and their parents. If the participant's behaviour does not improve after positive behaviour management, they may be asked to leave the program.



Please also take a moment to review our Revised Cancellation Policy below. In particular, we've added policies pertaining to Covid-19 related closures.

Please reach out to our team with any concerns, questions or comments at info@pineproject.org.

We're looking forward to all of the fun-filled adventures ahead!



Behaviour & Expectations

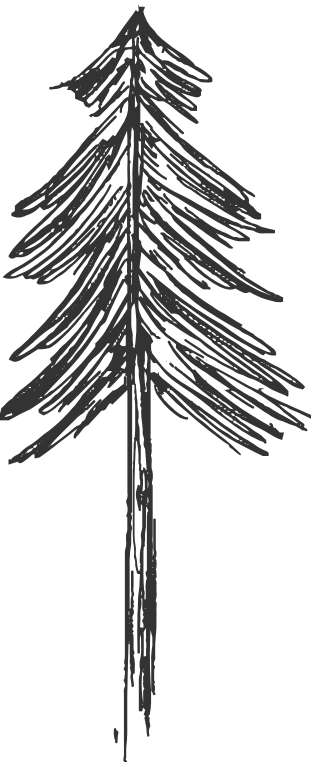
As always, we are committed to maintaining a safe and positive learning environment for participants and staff. Our programs aim to provide space and freedom to explore and learn, supported by clear agreements and expectations for participant behaviour. The reality of Covid-19 requires us all to be even more aware of how we are interconnected, and how our actions impact others.

To ensure everyone's health and safety at program, we are asking that participants honour some basic agreements and are outlining stricter consequences for behaviour that threatens the health and safety of others. Please read and talk about the Code of Conduct with your child.

Code of Conduct:

Our core agreements: Take care of 1) Self, 2) Others, 3) Nature.

Participants must be able to take care of themselves and others by:

- 
- ☐ Physical distancing: Staying at least 2m away from others and using masks when needed
 - ☐ Listening to and following staff instructions
 - ☐ Following and staying within their group
 - ☐ Not sharing items such as food and drinks
 - ☐ Practicing healthy personal hygiene, such as sneezing or coughing into their arm
 - ☐ Washing their hands themselves
 - ☐ Using the washroom themselves

Communicating with staff:

- ☐ Letting staff know if they have a physical need (eg. washroom, feeling sick, thirsty)
- ☐ Letting staff know if something is bothering them

Treating everyone with respect.

- ☐ Bullying will not be tolerated.
- ☐ Respecting the personal space of other campers.
- ☐ Engaging in physical conflict with other campers will not be tolerated.
- ☐ Carrying all their items in their own backpack
- ☐ Caring for their own personal needs, such as eating, staying hydrated, changing wet socks (with verbal help and encouragement from staff)

Participants must also take care of nature by respecting and caring for our natural surroundings.

Supporting participants as they learn to integrate these expectations is a priority for our staff. It is our intention to work with caregivers and participants to address behaviour challenges as they arise. **If these agreements are broken, staff will contact the participant's guardians to discuss strategies and align expectations. If the participant's behaviour does not improve and puts others at risk, the camper may be asked to leave the program.**

Updated Cancellation Policy: Outdoor School programs

Please note: These policies do not apply to Forest School programs. Please see below for specific Forest School policies.

- A deposit of at least \$200 is required for each program registration (for some courses, a greater deposit may be required - eg. \$300 for Adventure Out). Of this, \$50 is non-refundable.
- A full refund, less a \$50 administration fee/program session/person, will be issued to any cancellation made during the notice period of 28 calendar days or more prior to the start date of the program.
- We offer a two week trial period for all Outdoor School programs except Weekend Wanderers* and Teen Wilderness Adventure Programs**. If a cancellation is made within the first two weeks of the program, the cancellation fee will reflect a pro-rated price.
 - *The trial period for Weekend Wanderers is one program day. If a cancellation is made within 7 calendar days after the first program day, the cancellation fee will reflect a pro-rated price for 1 program day.
 - **Due to the nature of this program, there is no trial period for our Teen Wilderness Adventure Program.
- Cancellations after the two week trial period and before December 15th will result in a 50% reimbursement of the program tuition.
- No refunds will be issued after December 15th.
- We reserve the right to cancel a program or change a program's duration, price or location.
- If a program is cancelled or changed due to weather, no refund will be issued. Where possible, arrangements will be made for a make-up day.
- If a program is cancelled or changed due to low enrolment, a full refund will be issued.

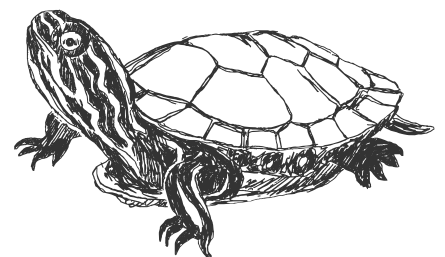
All cancellations must be requested in writing by emailing info@pineproject.org.

We recognize that extenuating circumstances exist. For cancellations due to medical illnesses, or for any other compassionate reason, please apply in writing to info@pineproject.org. If the reason is medical- or illness-related please include official documentation.

The above policy is not applicable during a time of force majeure or circumstances beyond our control (e.g. pandemic, quarantine, natural disaster, etc.).

Covid-19: Though we are currently able to operate Outdoor School programs, there remains the possibility that we may need to shut down due to government mandate or other Covid-related circumstances.

- We are not able to guarantee a notice period. However, we will do our very best to advise families as soon as we are able.
- In the case that we need to cancel programs due to Covid-19, we will not accept individual cancellation requests.
- Families will receive a 50% prorated refund per day missed.



Updated Cancellation Policy: Forest School Programs

- A \$2,000 deposit is required for each registration.
- Of this, \$1,000 is non-refundable.
- A full refund, less a \$1,000 non-refundable deposit, will be issued to any cancellation made during the notice period of 28 calendar days or more prior to the start date of the program.
- Cancellations before December 15th will result in a 50% reimbursement of the program tuition.
- No refunds will be issued after December 15th.
- We reserve the right to cancel a program or change a program's duration, price or location.
- If a program is cancelled or changed due to weather, no refund will be issued. Where possible, arrangements will be made for a make-up day.
- If a program is cancelled or changed due to low enrolment, a full refund will be issued.

All cancellations must be requested in writing by emailing info@pineproject.org

We recognize that extenuating circumstances exist. For cancellations due to medical illnesses, or for any other compassionate reason, please apply in writing to info@pineproject.org. If the reason is medical- or illness-related please include official documentation.

The above policy is not applicable during a time of force majeure or circumstances beyond our control (e.g. pandemic, quarantine, natural disaster, etc.).

Covid-19: Though we are currently able to operate Forest School programs, there remains the possibility that we may need to shut down due to government mandate or other Covid-related circumstances.

- We are not able to guarantee a notice period. However, we will do our very best to advise families as soon as we are able.
- In the case that we need to cancel programs due to Covid-19, families will receive an 80% prorated refund per day missed.

