

COVID-19 Safety Protocols for Road Scholar Programs

These protocols are effective as of April 21, 2021, and shall remain in effect until further notice. Road Scholar will continue to monitor guidance from public health agencies, including the WHO and CDC, and provide updates on the following measures as circumstances change. The following protocols apply to all Road Scholar programs.

1. Participant & Group Leader Vaccination Requirement

- a. All adult participants and Road Scholar Group Leaders are required to be fully vaccinated against COVID-19 at least 14 days prior to departure.
- b. While Road Scholar is not requiring participants submit proof to us prior to departure, participants and Group Leaders are advised that they must be prepared to show evidence of recent vaccination history, including COVID-19 vaccination, with either an electronic or hard copy version of their vaccine record, at all times during every Road scholar program they lead, including during travel to and from the program.
- c. While it is strongly recommended that all program staff be vaccinated against COVID-19, vaccination is not required for individuals whose primary roles are non-supervisory and do not entail prolonged contact with participants, such as lecturers, bus drivers, field trip guides, or a site coordinators.
- d. For more information about Road Scholar's vaccination policy, please see the April 5, 2021 Field Note.

2. Health Screening

- a. Prior to the program, participants will be instructed not to travel to the program they are sick, displaying any symptoms of potential sickness, or have come into contact with anyone who is sick within the past 14 days.
- b. The Group Leader will conduct a verbal health screening during orientation. They will ask the group questions such as: within the past 14 days have any of them been in close physical contact with a person who is known to have a confirmed case of COVID-19, if any of them have experienced any symptoms consistent with COVID-19 or other communicable illness within the past 48 hours, as well as other screening questions for the purpose of keeping the group healthy and safe. Group Leaders will ask participants who may have concerns about their health to notify them immediately. Specific instructions regarding the health screening questions will be provided at a later date.

3. Face Masks

- a. In April 2021, the CDC issued updated guidance stating that vaccinated individuals can gather indoors without masks with other vaccinated individuals. While at this time mask-wearing will still be promoted on programs, since participants and Group Leaders will be vaccinated against COVID-19, we **may** be able to take a more relaxed approach in certain situations when the group is alone together. Any change to Road Scholar's face mask policy will be communicated to Providers. However, in the meantime:
- b. Participants and Group Leaders will be required to wear masks:
 - i. during indoor group activities when in the presence of unvaccinated individuals or whose vaccination status is unknown;
 - ii. outside when proper social distancing (less than 6 feet) can't be maintained;
 - iii. on public and commercial transportation;
 - iv. in public, or around unvaccinated people, or whose vaccination status is unknown;
 - v. other time when required by the Group Leader or establishments visited during the program.
- c. At meals, unless the group is seated in a private dining room, participants must wear masks unless they are seated at their tables, actively drinking and eating.

- d. All individuals employed by the Provider or closely associated with the program (i.e. the Group Leader, lecturers, activity guides, site coordinators, bus drivers, etc.) are also required to follow the aforementioned requirements regarding the wearing of face masks.
- e. Group Leaders are required to purchase a box of extra face coverings prior to the program and make them available should any participant misplace or forget theirs.
- f. **Grandparent and Family Programs Requirement:** For all Grandparent and Family programs, all participants—adults and children, regardless of vaccination status—are required to wear masks in public settings and when around people who aren't in their family unit.

4. Hand Washing / Personal Hygiene & Hand Sanitizer

- a. Participants will be advised to bring hand sanitizer and sanitizing wipes with them to the program.
- b. All participants should be reminded at orientation, and periodically throughout the program, that frequent hand washing and the use of hand sanitizer to help prevent the spread of germs.
- c. Providers should check with their vendors (hotels, restaurants, transportation vendors, etc.) to ensure they will have hand sanitizer available for guests.
- d. While Group Leaders are not required to carry hand sanitizer with them at all times during program activities, they may choose to do so if they wish.
- e. However, if a vehicle used for group transportation will not have hand sanitizer available for guests, the Group Leader is required to purchase and make hand sanitizer available to participants whenever entering or exiting the vehicle.

5. Social Distancing

- a. Participants should be encouraged to stay at least 6 feet apart from others when in public, or around unvaccinated people, or whose vaccination status is unknown.
- b. Providers and vendors should be aware of and follow local guidance regarding capacity limits for venues and transportation.

6. Meals

- a. If possible and conditions are satisfactory, Providers should endeavor to have as many meals as possible in an outdoor setting.
- b. If indoor dining must occur, the restaurant/dining area must be well ventilated and have reduced seating capacity. Private dining rooms/areas for groups are preferred but not required.
- c. Encourage hand washing or hand sanitizer use before meals for all participants and staff.
- d. Meals should be served in small groups as much as possible, as well as individually plated meals or staff-served buffets.
- e. Family-style and “make your own sandwich” meals are discouraged. If possible, seek to have plated meals or prepared box lunches to avoid the sharing of dishes and utensils. Self-serve buffets that are open to the public are not permitted.
- f. Staff who prepare and/or serve food and beverages are required to wear masks.
- g. Individuals associated with the program (e.g., lecturers, activity guides, bus drivers, etc.) who are not vaccinated are not permitted sit with participants when dining. They are required to sit at separate tables no less than 6 feet away from participants.
- h. Providers should consider allowing more time at arrival and departure if capacity restrictions limits access to bathrooms (i.e., if only one person is allowed in to a bathroom at one time).

- i. **Grandparent and Family Programs Requirement:** For all Grandparent and Family programs, family units must be seated together whether dining outdoors or indoors, and tables must be spaced at least 6 feet apart.

7. Accommodations

- a. Providers should ask for and review the safety and cleaning standards of hotels and lodging they are planning to use. Providers should confirm that safety and cleaning measures are in place, robust, and will be adhered to during the participants' stay at the venue.
- b. Ensure meeting room seating adheres to local guidelines regarding capacity and distancing.
- c. To limit interactions with other individuals and/or to reduce the time spent in confined spaces, Providers are encouraged to request pre-key or virtual check-in, request participants be accommodate on lower floors (to limit the time spent in elevators), as well as other reasonable precautions to limit the risk of exposure to illness.

8. Transportation

- a. Coaches and vans should not exceed local capacity restrictions, and meet any other applicable transportation guidelines.
- b. Coaches and vans should be cleaned regularly, and high touch surfaces should be wiped down frequently.
- c. Hand sanitizer must be available in each vehicle. If the vehicle will not provide hand sanitizer, the Group Leader is required to purchase and make hand sanitizer available to participants whenever entering or exiting the vehicle.
- d. All occupants must wear a mask including drivers, participants and Group Leaders.
If public transportation is used the information must be added to the SPI.

9. **Grandparent and Family Programs Requirement: Negative COVID-19 Test Required for Children**

- a. This policy applies to all Grandparent and Family programs.
- b. If a child is not fully vaccinated against COVID-19 at least 14 days prior to arriving on a Road Scholar program, they are required to have a negative COVID-19 test result before arriving on the program. The child's parents or grandparents are responsible for testing the child, obtaining the result, and possessing evidence of child's negative test at all times during the program.
- c. The test must be a viral test—which tells if the child has a current infection—and must occur no more than 72 hours before arriving on the program.
- d. Adult companion must be able produce, on request, proof of negative test result for COVID-19 at all times during the program, including during travel to and from the program.
- e. Group Leaders/Program Providers are not required to ask for or obtain evidence of a child's negative COVID-19 test, nor will Road Scholar require evidence of negative test.
- f. If a program is 6 days or longer, or if the program operates overseas, it may be necessary for children to be tested.