

Pandemic Protocol- Employees

The COVID-19 pandemic is an unprecedented situation. Our highest priority is your safety and the safety of our entire staff. It is our responsibility to do our due diligence in committing to the protocols, procedures, and plans listed in this document. Though procedures may change or be altered in the future, this is our plan for now.

[Basic Protective Measures for You & Everyone Else- Video](#) [Preventing COVID-19 in the Workplace- Video](#)

HANDWASHING: Correct hygiene and frequent handwashing with soap are vital to helping combat the spread of the virus. All Northgate employees must wash their hands using soap and water for 20 seconds, every 60 minutes. [CDC on Handwashing- Video](#) [How to Wash Your Hands- Visual](#)

HAND SANITIZER: If soap and water are not available and hands are not visibly dirty, employees can use hand sanitizer in provided dispensers throughout the park. [When & How to Use Sanitizer- Guidelines](#)
[How to Use Hand Sanitizer- Visual](#)

SHARED EQUIPMENT: Shared tools and equipment will be sanitized before, during, and after each shift or anytime the equipment is transferred to a new employee. This includes but is not limited to: phones, radios, computers, touchscreens, POS terminals, tools, cleaning equipment, keys, time clocks, golf carts- anything that can be exchanged- sanitize it!

HEALTH MONITORING: Employees must notify their supervisor and stay home if they are sick, have a persistent cough, or have a fever of 100.4 Fahrenheit. Employees who witness guests or other employees exhibiting COVID-19 symptoms must inform their managers.

PHYSICAL DISTANCING: Employees must practice distancing themselves 6 feet from other employees and guests whenever possible.

Shift & Break Times- Stagger employee arrival times to minimize traffic. Stagger break times to limit the number of employees on break at one time. Arrange seating so employees do not face each other and to comply with social distancing guidelines (6 feet).

Punching In & Out- Employees are encouraged to utilize the mobile Time on Demand app to punch in and out. Otherwise, hand sanitizer will be available at each time clock location, and employees will be required to sanitize their hands after using.

Golf Carts- Positions that require the use of a golf cart are NOT to share with a team member.



PERSONAL PROTECTIVE EQUIPMENT (PPE): Appropriate PPE will be worn by all employees based on their role and responsibilities and in adherence to state or local regulations and guidance.

[Wearing & Removing PPE- Visual](#)

Masks- Every employee entering the park will be provided a mask. If an employee touches the outside of their mask for adjustment, they must wash or sanitize their hands. Disposable masks are to be disposed of at the end of their shift. [Wearing & Removing a Mask- Video](#) [Face Mask Guidelines- CDC Visual](#)

6/10/2020 Employee masks are **mandatory** when entering any building or when you cannot maintain a 6' distance. If outside, employees must wear the mask around their neck at all times to remain approachable.

*We have purchased reusable masks for each Northgate team member. We will keep park management updated when the masks have shipped. *See Reusable Mask SOP. Please reach out to your Ops Manager with any questions.*

Gloves- Wearing gloves is not a substitution for handwashing! Gloves will be provided to employees whose responsibilities require direct contact with guests or money handling. Gloves should be removed carefully to avoid contamination of the wearer and the surrounding area. [How to Safely Remove Gloves- Video](#) [Glove Removal- Visual](#)

While gloves are available, please be conscious of cross contamination- [Cross Contamination Demonstration](#)

Uniforms & Gowns- Clothing or uniforms should be washed before the next shift. In the event an employee chooses to wear a disposable gown, they are to be thrown away at the end of the employee's shift.