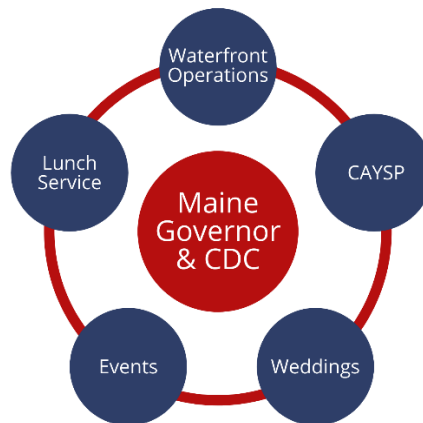


2021 COVID-19 POLICIES AND BEST PRACTICES

Last Updated April 10, 2021

Camden Yacht Club and Camden Area Youth Seamanship program are committed to a safe re-opening of all aspects of operations in 2021. The following policies and best practices were crafted in accordance with the most recent state and federal public health guidance and will be updated as that guidance evolves. While our top priority at CYC and CAYSP is to keep all members, students, staff, and visitors safe on both land and sea, we also recognize that a vibrant club and sailing school must be a place where people can have fun and enjoy the company of their friends and family. The Safety Committee hopes that this COVID-19 safety plan finds the right balance.



REQUIRED Practices for ALL Visitors & Staff

- **MASK UP** Properly worn cloth face coverings are required on all club property and launch vessels at all times, except when dining. CAYSP students may remove their masks when sailing or swimming.
- **STAY APART** Maintain six feet of distance between you and others outside your household group, even when outside.
- **WASH HANDS OFTEN**
- **STAY HOME WHEN UNWELL** Be familiar with COVID-19 symptoms and stay home if you are experiencing any of them.
- **NOTIFY US OF POSITIVE TESTS** If you test positive for COVID-19 after spending time at CYC, please call us right away.

- **OBEY ALL TRAVEL, TESTING & QUARANTINE REQUIREMENTS** International and out-of-state visitors must stay up to date on all state and federal rules.
- **DINE AT TABLES** Food and drink must be consumed while seated or standing at tables.
- **MIND SEATING CAPACITY** No more than eight people may be seated at any one table. All dining tables must be placed six feet apart. Only staff can alter placement of tables and chairs.
- **MIND BATHROOM CAPACITY** Men's and women's bathrooms are limited to two guests at any one time.

RECOMMENDED Practices for ALL Visitors & Staff

- **VACCINATE** If you are eligible and medically able, please get vaccinated as soon as possible.
- **DINE SAFELY** Unless all members of a group are vaccinated for or have recovered from COVID-19, only dine with members of your household group. Dine outside whenever possible.
- **MEET SAFELY** Keep indoor interactions to a minimum and wait outside until offices are clear of visitors.
- **HANDLE YOUR OWN BELONGINGS** Reduce the need for others to handle your belongings, including in the launch. Avoid parking in ways that require staff to move your vehicle.
- **PRACTICE PATIENCE** Keeping guests and staff safe may increase the time it takes to serve you. We appreciate your patience!



Additional REQUIRED Practices for Weddings

- **MAXIMUM GUEST LIST** Weddings are limited to 150 people, including catering staff, band, photographers, planners, etc. Guest lists (including contact information) must be shared with CYC staff.
- **COMPLIANCE MONITOR REQUIRED** Wedding hosts must assign the role of compliance monitor to a member of their wedding staff. The compliance monitor is responsible for ensuring that all attendees are following federal and state testing and quarantine requirements. The compliance monitor must prohibit entry to guests or wedding staff who do not comply with state and federal requirements and those who report any COVID-19 symptoms on or within 48 hours of the event. Compliance monitors are also responsible for maintaining the guest contact list and seating chart, ensuring that all CYC rules outlined here are followed, and facilitating the removal of any guest or wedding staff repeatedly or flagrantly violating these rules.
- **CLEANING ATTENDANT REQUIRED** Wedding hosts or staff must assign the role of cleaning attendant to a member of their wedding staff. The cleaning attendant is responsible for ensuring that all high-touch surfaces (including in restrooms) are regularly sanitized throughout the event, serving utensils are regularly replaced, empty/discarded glassware, dishes, and utensils

are quickly removed, and that cleaning products including hand sanitizer are well-stocked and appropriately placed. The cleaning attendant must also perform a final sanitizing of all high-touch surfaces as the final step before departure.

- **TENT RENTAL REQUIRED** Your tent must be able to seat all wedding guests for dining, with six feet of distance between tables. At least two sides of your tent must always remain open, even in inclement weather. We recommend a minimum of one 30 X 70 frame tent placed on the southeast side of the clubhouse. An additional tent can be added to wrap around the harbor-facing side of the club to add additional dining or dancing space.
- **DINING IN THE CLUBHOUSE PROHIBITED** All dining must take place outside or under your tent. Dining may take place on the clubhouse porch only if foul weather curtains remain rolled up on at least two sides.
- **CLUBHOUSE DOORS AND WINDOWS MUST REMAIN OPEN** Only doors leading to the kitchen may be closed.
- **SELF-SERVICE BUFFETS AND DRINK STATIONS PROHIBITED** Although we discourage the use of any kind of buffet, those with designated buffet attendants and impermeable barriers between guests and attendants are allowed. All other food and beverages must be served by catering staff or licensed bartenders. Providing dining tables with wine or water bottles is allowed, but those bottles must remain on the table where they were placed.
- **PASSED HORS D'OEUVRES AND DRINKS MUST BE CONSUMED AT TABLES** Hors d'oeuvres must be pre-plated. Guests must be seated at tables or standing at cocktail-height tables while eating and drinking.
- **OUTDOOR/TENT REQUIREMENT FOR BANDS INCLUDING SINGERS OR WIND INSTRUMENTS** Singers and musicians with wind instruments are prohibited from performing inside the clubhouse. They may perform outside, on the porch, or under your tent with a minimum of 14 feet of distance between performers and guests.
- **OUTDOOR/TENT REQUIREMENT FOR GROUP DANCING** The clubhouse may be used for ceremonial dances (ie father-daughter, mother-son, and first dance traditions), but dancing that includes all guests must take place outdoors or under your tent. We recommend renting a dance floor for this purpose. The compliance monitor should ensure that guests respect distancing guidelines during dancing.

Additional **RECOMMENDED** Practices for Weddings

- **COMMUNICATE SAFETY** Communicate regularly with your guests to inform them of your safety expectations and our rules.
- **ASK GUESTS TO VERIFY VACCINATION** We recommend asking all guests to confirm that they have been vaccinated for or have recovered from COVID-19 and keeping track of your event's overall "herd immunity".
- **ASSIGNED SEATING RECOMMENDED** Unless all guests at a table are confirmed as vaccinated for or previously infected with COVID-19, household groups should be seated together.