

Volunteer Protocols

All volunteer work must be prearranged and approved by the Recreation and Parks Volunteer Coordinator. Please contact Kim Hatch for approval by email at volunteersantarosa@srcity.org or by phone 707-543-3279. A group organizer can make the request for the volunteer group, but groups cannot be larger than 14 people at one time and no longer than 2 hours. Please include the time, date, number of volunteers and names.

Remember that you are in the public eye, so please do your part to ensure that all volunteers are following CDC guidelines and City best practices. We want to keep operating AND stop the spread of COVID-19.

- Adults over the age of 65 and people of any age who have serious underlying medical conditions might be at higher risk for severe illness from COVID-19. We strongly recommend not volunteering outside of your home if you fall into one of these categories.
- Volunteer groups should have stagger start times and days to minimize congregation in the park. The least number of volunteers need to carry out the work should be scheduled.
- Do not carpool with other volunteers unless they are family members living within your household.
- Post, on pathways social distancing guideline notifications and barricades around work area. Barricades and notifications will be provided by the City.
- A copy of these guidelines must be kept on site.

Sanitation and Safety

- If you feel sick or have been exposed to anyone who is sick with COVID-19, stay home. Self-monitor for signs and symptoms of COVID-19. Conduct a temperature check at home before your volunteer shift. If your temperature is over 100.0 F you are required to stay home for 72 hours.

- Hand sanitizer must be on site and all volunteers are encouraged to use it at the start, through out, and at the end of their shift.
- Wear gloves and a facial mask as much as possible while working. Always carry a facial mask with you.
- Follow respiratory etiquette, including covering coughs and sneezes, and avoid touching your eyes, nose, or mouth. Do not cough or sneeze into your hand; rather, direct coughs into a cloth or tissue or, if not available, the crook of your arm at your elbow.
- Do not share or provide self-serving food-related items.
- Do not share cell phones.
- Always observe your work distance in relation to other volunteers and the public and maintain a minimum 6 feet separation from one another when feasible. If you must work in proximity for a short period of time no longer than 15 minutes wear a face mask. Avoid shaking hands, hugging, or any close contact with other people.
- Minimize the use of shared tools and equipment. Assign one tool per volunteer and label when possible.
- Clean and disinfect all work environments and personal protective equipment daily (at both the start and end of shift), including machine handles, tools, safety glasses, safety vests, gloves, and soles of shoes. Establish adequate time in the shift to allow for proper cleaning and decontamination prior to leaving the park. Disinfectant wipes are required on site.
- City staff has the authority to halt all volunteer activities that do not adhere to the COVID-19 safety practices.
- Be prepared to shutdown at any moment if SIP orders change.

Stay safe and stay healthy!!