

**Shared Responsibilities of TBMB and Groups**

Tennessee Baptist Conference Centers are making concerted efforts to ensure that every guest has a positive unforgettable experience while visiting one of our properties. We understand the paradox of distancing while at a conference center or a camp. As a result of the recent COVID-19 pandemic, TBMB is learning and implementing sweeping new strategies to help protect every guest as we work together to address new challenges while preserving the same extraordinary experiences our guests have come to expect at Linden Valley and Carson Springs. This strategy combines new and improved efforts in communication, preparation, separation, and sanitation. TBMB uses CDC guidance, found at <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html> to inform separation and sanitation guidelines as well as guidelines provided by the American Hotel and Lodging Association, <https://www.ahla.com/covid-19-resource-center>.

**1. COMMUNICATION**

- a. Group leader will have access to the facility manager at any time by calling Cole Campbell at Linden Valley at (931) 589-2622 or Kevin Perrigan at Carson Springs at (423) 623-2764.
- b. Group leader will be contacted by a representative from their hosting facility one week prior to arrival to address last minute issues.
- c. Group leader and sponsors will be briefed on and will be able to download the facility Leader Guide as well as this Shared Responsibilities document from our website at [www.tnbaptistcamps.org](http://www.tnbaptistcamps.org)

**2. PREPARATION**

- a. Group leader will be responsible for verifying precautions taken prior to departure for the facility to assess the health of each camper, including temperature, symptom checks, and precautions taken en route including face coverings and distancing aboard transportation. By signing the above release, Group acknowledges this responsibility.
- b. Group leader will participate in a leader orientation led by TBMB staff, prior to commencement of the event, which will include special procedures relating to contagions and attendee safety.
- c. TBMB employees on the property will be checked and interviewed prior to the arrival of any new group. Any employees with symptoms, including recent fevers, coughs, or shortness of breath, will be immediately sent home from the property and will not be present upon arrival of new guests.
- d. TBMB will make every effort to prevent booking groups from different geographical areas and exposure risk groups.

**3. SEPARATION**

*Retreats are designed for gathering. Our staff will make every attempt to ensure the quality of the fellowship event while helping Group observe the greatest possible distance from participants, particularly in five areas.*

- a. **DINING** – additional dining spaces will be arranged to provide the opportunity for Group Guest to “dine with distance.” Outdoor spaces will be available, weather permitting. Chairs will be arranged in each area to provide the proper distance between individual diners. Food service will be individually plated rather than buffet style. Utensils will be individually wrapped, and on-table condiments will not be available. Food service staff will follow additional guidelines provided by the National Restaurant Association and ServSafe. Conference Center food service staff will wear face coverings while on duty.
- b. **SLEEPING** – While conference center rooms currently provide the proper distancing, overall camp sleeping capacity in cabins will be reduced and beds staggered to allow for proper distancing and circulation.
- c. **WORSHIP** – Proper distancing in worship areas begins with having spaces large enough to accommodate the event. Linden Valley and Carson Springs have several available options. Chairs will be spaced accordingly, and worship event times can be staggered and divided into separate events if needed. Linden Valley and Carson Springs have outdoor areas appropriate for worship events as well. Conference Centers staff will be happy to assist with this aspect of programming.
- d. **RECREATION** – Perhaps the most difficult activity to ‘separate’ will be recreational activities; thus, only activities that can accommodate distancing adaptations will be offered to Group Guest. Pools will be available in season with proper distancing on the apron around the pool. Other activities will have similar requirements, all guided and monitored by Conference Centers staff. Conference Centers recreation staff will wear face coverings while on duty.
- e. **CIRCULATION** – Distancing and separation in circulation spaces will rely heavily on the individual guest’s responsibility but will be guided with signage and staff assistance where appropriate.

**4. SANITATION**

- a. As with most public spaces, high-contact points in high-traffic areas will be cleaned with appropriate, EPA-registered disinfectants multiple times per day.
- b. Sleeping areas and bathrooms in lodging spaces will also be focal zones of additional, daily cleanings by facility staff.
- c. Hand sanitizer will be available in common areas and soaps available in restrooms. Guests are encouraged to bring their own personal supply of individual hand sanitizers and wipes.