

# *Santa Sabina Center*

## SAFETY PROTOCOLS

### **Caring for our Guests and Staff**

Santa Sabina welcomes guests from across the country and often from international sites to a very intimate setting. We want to include as many guests as possible. We also want our guests and staff to feel that this is as safe a setting as possible.

The decision to require vaccinations and boosting as available is part of that over-arching concern for safety. We revisit our decisions when new information is available from the public health sector. Our decision is financially costly; yet our health and wellbeing is priceless.

We have enhanced the Center's ability to offer online programming both for our own sponsored retreats and for those of our hosted groups. If you are not currently vaccinated for whatever reason, we encourage you to examine our online opportunities.

- **Vaccination Requirement:** All staff, presenters and retreat guests must be fully vaccinated for COVID-19 14 days or more before arrival and, update their vaccination status with booster dose when they are eligible. On the day the given program begins guests must bring:
  1. proof of vaccination status indicating the guest's full name
  2. the date(s) of the specific dose(s)
  3. the type of vaccine received
  4. a driver's license or government ID corresponding to the name on vaccine documentation
- **Mask Recommendation:** In keeping with current California Department of Public Health and CDC guidelines, Santa Sabina strongly recommends guests wear properly fitting masks in all common spaces. Masks are not required in personal bedroom or in outside spaces.
- **Single Rooms:** At this time, we are recommending to group leaders that retreatants be assigned to single rooms, reserving double spaces for those who normally share a bubble.
- **Ventilation/Air Filtration:** We have special air filtration units with HEPA/virus filters in all interior gathering spaces.
- **Hand Sanitizing:** There are hand sanitizing stations and bottles located throughout the Center.
- **Physical Distancing in Gathering Spaces:** At this time, we are recommending as much physical spacing in room arrangements as the space will allow.
- **Contact Information:** At entry, presenters and participants will be asked to complete a contact

information sheet in case we are notified post-retreat of any participants testing positive for COVID. That will allow us to easily notify the group. Such contact information will be destroyed 30 days after the group leaves.

- **Sick Policy &/or Medical Emergency:**

- Take care of yourself and others by staying home if you have a fever (99.5 degrees F or higher), shortness of breath, or other COVID-19 symptoms. Please stay home if you have been in contact with someone with COVID-19 in the last 14 days.
- If you experience a medical emergency during your stay, please call 911 immediately. Then, notify your group coordinator who will work with hospitality staff to direct emergency personnel as needed.
- If you become ill during the retreat, please contact your retreat coordinator.
- Since we are not a medical facility, we will not be able to let anyone recuperate or quarantine on site, but we will help you locate a nearby hotel if needed.
- After seeking medical attention, please follow-up with the Center to let us know how you are doing and provide us with any health information that may affect other guests or staff.