

Wild Carrot Covid-19 Plan

The following outlines the steps Wild Carrot is taking to ensure the safety of guests and staff in accordance to the STL Regional Business Recovery Initiative.

STAFF

- Each event will have an on site Safety Officer ensuring safety protocol is followed throughout the event.
- Upon arrival the on-site safety manager will disinfect all surfaces and chairs with EPA approved disinfectant.
- All WC staff will participate in a training session and follow safety guidelines on safe serving and proper sanitation protocols.
- All WC Staff will be screened with questions as well as a temperature check before working each shift.
- Wild Carrot will have set teams of staff working shifts together and will not work back to back events to prevent potential spread. This will also help in contact tracing.
- All employees and vendors will wear masks as well as protective gloves throughout entire event. WC will provide staff with proper masks and protective gloves for each shift.
- Venue will provide all employees with a bag to place personal items in upon arrival. Vendors will be required to do the same for their staff.
- After each event is held WC trained staff will fully sanitize all surfaces with EPA grade solution.
- WC will have a designated area for staff to dispose of PPE. This bin will contain a lid and be properly labeled.
- All staff will minimize direct interaction with guests and maintain appropriate distance throughout.
- Signage will be placed throughout the BOH to remind staff + vendors of proper guest interactions and safety guidelines.
- WC will be flexible with staff, encouraging them to stay home if not feeling well.
- All staff and vendors will be required to wash hands when arriving and before leaving the venue.
- Pre shift meetings will be held in larger gathering areas of the venue to allow for social distancing.
- Signage will be placed in the back of house for staff and vendors covering proper protocol.
- Bar staff will practice no contact transfers by placing items down on the counter for guests to pick up.
- WC will require an event execution plan from all vendors to ensure proper Guidelines are followed per their role in the event.

GUEST EXPERIENCE

- Doors upon arrival will be propped open to minimize contact.
- Wild Carrot will have a designated doorway for entrance only as well as a designated exit only for all guests, vendors and staff.
- All guests are required to wear masks while not eating and drinking and will not be permitted onto the premise without one. Couples are required to inform guests of the mask policy prior to the event.
- Wild Carrot will sanitize bathrooms and high contact surfaces such as handrails, countertops, and door knobs frequently with EPA grade disinfectant.
- Sanitize stations will be easily accessible to guests in key areas including entrance/exit and bar. Caterers and other vendors will be required to utilize sanitation stations that they provide.
- Reminders for safe practices will be placed throughout the venue for guests to adhere to.
- Wild Carrot will keep a master list of all vendors and guest names in order to assist with contact tracing if needed.
- Entrance to building will be marked on the outside for appropriate physical distancing upon arrival as well as visible 6 ft distancing recommendations alongside the building.
- Layouts for each event will be created with adequate social distancing measures in mind. Collaboration from caterer and planner will be utilized for proper layout and event execution.
- Guests will be spaced 6 feet apart unless they arrive together from the same household. Same households will be limited to 10 people max at a table, and encouraged less than 6.
- No Self Service food will be allowed during the event. WC will work with caterers to execute food service according to the Guidelines.
- Guest arrival will be staggered to encourage social distancing.
- WC will have the Event Execution Plan on the website, easily accessible for guests.
- Client will be required to sign a Waiver of Liability prior to the event. A signed understanding of the risks associated with Covid-19 for them and their invited guests will be included.
- Clients will be required to inform all guests of the WC policies prior to the event including but not limited to face coverings and proper social distancing.