

16 March 2020

Kia ora koutou,

This letter is to keep you up to date as to how Adventure Specialties Trust is responding to the COVID –19 pandemic and how we can work together in helping us to keep our communities safe. **At this stage we are operating all services as planned** along with being extra vigilant about hygiene measures on our programmes.

Through reviewing the information provided by the government we have assessed we are lower risk because of the following reasons:

- We operate in small groups (recommended restrictions are for mass public gatherings only).
- We operate predominately in open spaces, full of fresh clean air.
- We work with low-risk population groups.

However, we are taking measures to ensure that we are doing all we can in line with the Ministry of Health to reduce any infection risk. In response to this **we request the following support from you:**

- Do not allow anyone to participate on the programmes if they show signs of any symptoms (fever, cough, sore throat, fatigue and shortness of breath).
- Do not allow anyone to participate on the programmes if they have traveled from overseas (except the Pacific Islands) within the last 14 days.
- Ensure that you have current and up to date information as to who will be on the programmes/activities and that a roll is taken to ensure that there have been no last minute changes.

Further to this we **will be doing the following:**

- All participants will be regularly reminded and briefed on the recommended hygiene practices.
- We will not be delivering any close contact team initiative activities.
- Hand sanitizer will be available for use regularly throughout the day.
- If anyone develops any concerning symptoms on our trips, they will be sent home, parents informed, and the rest of the group will be monitored closely.
- Food preparation surfaces will be regularly wiped down.

We are keeping well informed and up to date of further requirements and will notify you if there are any changes to our services. For further information please refer to the Ministry of Health web page. If you have any further questions please do not hesitate to contact me.



Regards
Tim Wills
CEO, Adventure Specialties Trust

'Using Outdoor Adventure to Grow Great Communities'