

WAKEMAN TOWN FARM

General Safety Policies

No drugs, alcohol, or unlawful activity is to be conducted by participants during farm related activities both on or off the farm property.

A waiver/release form must be signed by all program participants, interns, and their legal guardians.

Responsible and appropriate conduct is expected and required at all times. Participants are to be courteous and respectful to one another and are to respect the farm property, equipment, livestock, and the like. Destruction or misuse of farm property or equipment will not be tolerated.

In the event of an emergency or incident, participants are required to inform a Farm Supervisor immediately.

During a program, students are expected to stay on the farm property (within the stone walls and gated area) unless accompanied by an adult or unless given special permission by the Farm Director. Participants are not to enter the barn (especially the workshop area).

The playground area is intended for use by participants 10 years and younger (5th grade maximum). Participants using the playground must do so in a careful and respectful manner.

Personal Protection

- Sturdy footwear such as work boots or sneakers will be worn at all times when working outside at the farm. Sandals and/or bare feet are not allowed.
- Eye protection will be worn when working with power tools or in setting where objects may fly up unexpectedly.
- Gloves will be used when working with gardening tools and lumber. It is recommended that participants bring their own work gloves when working at the farm.
- Shirts must be worn at all times during programs or farm activities.
- Face masks will be worn in dusty or other conditions where small particles may be breathed in.

Use of Power Tools & Equipment

- Power equipment or tools may not be used by interns or program participants without explicit permission and oversight by Farm Director or Supervisors. Certain lawn equipment may be used by interns or program participants over the age of 16 (or if younger than 16, if given written permission by a parent or legal guardian) including, but not limited to, the use of the rototiller, lawn mower, hedger, and/or weed whacker. Students under 18 must refrain from using this equipment in the absence of adult supervision and may only use equipment after being given special permission by a Farm Supervisor to do so.
- Participants/interns will refrain from using any tools until they have received training in its use by the Farm Director.
- Power saws may not be used by anyone under the age of 21.
- Sawing will be done in a stable and clean work environment.
- Tools of any kind should be used in a safe and responsible manner. Throwing or wielding tools, vegetables, rocks, or other objects will not be tolerated at any time. Participants are also expected to return tools and equipment to appropriate locations before leaving the farm.

Sanitary Practices

- Everyone must wash their hands before eating or handling food. Hands must also be washed or sanitized after working with animals or after working in the gardens. A

separate sink will be maintained for washing garden produce and all produce should be washed thoroughly prior to preparation or consumption.

- Produce from gardens should only be eaten after thoroughly being rinsed with water.
- All food areas will be kept clean and will be periodically inspected for signs of pests.
- If animal droppings are found, the area will be cleaned by an adult wearing a mask and gloves, using disinfectant spray and removing the droppings in a manner to avoid their becoming airborne.

Food Safety Basics

- Wash hands and cooking surfaces often.
- Don't cross-contaminate. Keep raw meat away from other foods.
- Wash cutting boards, utensils and countertops with hot soapy water after each use.
- Cook at the right temperature.
- Refrigerate promptly

Animal Safety

- Remember that animals may be friendly, but they are extremely strong and unpredictable.
- Each farm representative will be trained to handle animals properly.
- Report unusual animal behavior that could signal illness.
- Request veterinary assistance for sick livestock.
- Animal enclosures will remain in good repair. All gates should be securely closed.
- A perimeter of at least 20 feet shall be maintained around Bee Boxes.

Emergency Plan

- All accidents and emergencies must be reported to the Farm Director
- First aid kits will be centrally located and positioned so they are visible and accessible by everyone in the workplace. They should be checked weekly to restock items that have been used.
- Fire extinguishers should be visible and in working order.
- Important phone numbers
Emergency 911
WTF Cell 203-449-8766, Cell 203-856-6606
- Map of farm property where first aid kits, fire extinguishers, defibrillator are located.

Accidents/Emergencies

There is a first aid kit and medical supplies located in the facility, and any injury should be brought to the attention of the Program Director. Serious injuries such as heavy bleeding, back/head injuries, possible fractures or loss of consciousness should be brought to the immediate attention of the director. One farm representative should stay with the injured party while another goes for help. Do not move the injured person unless they are in danger of further injury. All injuries, no matter how minor, must be recorded in a **Personal Injury Report** and must be reported to the parents/guardians at the end of the day.

What happens if ...

Issues that could occur and how to address them:

Heat rash, heat cramps, heat exhaustion, heat stroke

- a. Seeking cool places, compresses, drinking fluids like Gatorade and elevating the feet will minimize the symptoms. Seek immediate medical attention for yourself or participant.

Thunder and Lightning

- a. Take shelter when you can count 30 seconds or less between lightning and thunder.
- b. Remain sheltered for 30 minutes after the last thunder.
- c. Avoid contact with metal, high places or open fields, trees, picnic shelters, bleachers and water. Seek shelter inside the facility.

Stings from insects

- a. Bees, wasps, hornets and yellow jackets all thrive in the summer and heat. An allergic reaction to a sting can occur immediately, so be aware of who is allergic and what you have to do. Look for hives, itching, swelling, tightness in chest, difficulty breathing or dizziness. Find the Program Director or an Adult Supervisor immediately, or call 911 if necessary.

Ticks

- a. Be aware of these small insects that adhere themselves to your body. They are found in high grasses or wooded areas so check yourself and your participants when you visit these areas. Please check your child each day for these insects. WTF is not responsible for tick bites.

Blood Borne Pathogens

- a. Broken skin, mucous membranes, blood and saliva are all infective materials for Blood Borne Pathogens and these can remain alive on contaminated surfaces for up to 1 week. Wash the affected area thoroughly and cover immediately with a bandage.
- b. If you encounter blood in any one of these areas, contact a supervisor and ensure that no one touches the blood. The Program Director will lead the cleanup effort.