Implementing Agritourism Health and Safety Guidelines for Children
from the National Children’s Center for Rural and Agricultural Health and Safety

A Collaborative Project Of:

in conjunction with an agritourism farm in Eastern North Carolina

September 2010
# Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>DISCLAIMER</td>
<td>3</td>
</tr>
<tr>
<td>SUPPORT AND ACKNOWLEDGEMENTS</td>
<td>3</td>
</tr>
<tr>
<td>ADDITIONAL MATERIALS</td>
<td>3</td>
</tr>
<tr>
<td>PURPOSE AND INTENDED AUDIENCE</td>
<td>4</td>
</tr>
<tr>
<td>GENERAL LESSONS LEARNED</td>
<td>4</td>
</tr>
<tr>
<td>SPECIFIC LESSONS LEARNED</td>
<td>5</td>
</tr>
<tr>
<td>EMERGENCY PREPARATION, PLANNING, AND DOCUMENTATION (SUPPLEMENTS A &amp; B)</td>
<td>5</td>
</tr>
<tr>
<td>PRE-ARRANGED GROUPS (SUPPLEMENT A)</td>
<td>10</td>
</tr>
<tr>
<td>SUPERVISION (SUPPLEMENT A)</td>
<td>11</td>
</tr>
<tr>
<td>COMMUNICATING WITH GUESTS (SUPPLEMENT B)</td>
<td>12</td>
</tr>
<tr>
<td>WEATHER AND RELATED EMERGENCIES (SUPPLEMENT A)</td>
<td>12</td>
</tr>
<tr>
<td>ANIMALS AND HAND-WASHING (SUPPLEMENT A &amp; B)</td>
<td>15</td>
</tr>
<tr>
<td>TRAFFIC AND PARKING (SUPPLEMENTS A &amp; B)</td>
<td>17</td>
</tr>
<tr>
<td>FIRE SAFETY (SUPPLEMENT A &amp; B)</td>
<td>17</td>
</tr>
<tr>
<td>TRACTORS AND OPERATIONAL EQUIPMENT (SUPPLEMENTS A &amp; B)</td>
<td>18</td>
</tr>
<tr>
<td>WALKWAYS AND STRUCTURES (SUPPLEMENT B)</td>
<td>19</td>
</tr>
<tr>
<td>BARRIERS AND FENCING (SUPPLEMENTS A &amp; B)</td>
<td>20</td>
</tr>
<tr>
<td>PEST CONTROL (SUPPLEMENTS A &amp; B)</td>
<td>20</td>
</tr>
<tr>
<td>FOOD SAFETY (SUPPLEMENT B)</td>
<td>21</td>
</tr>
<tr>
<td>RECORDKEEPING (SUPPLEMENT B)</td>
<td>22</td>
</tr>
<tr>
<td>HAYRIDES (SUPPLEMENTS A &amp; B)</td>
<td>22</td>
</tr>
<tr>
<td>CORN MAZES (SUPPLEMENT B)</td>
<td>23</td>
</tr>
<tr>
<td>SUPPLEMENTAL INFORMATION</td>
<td>23</td>
</tr>
<tr>
<td>COMPREHENSIVE EMPLOYEE TRAINING LIST</td>
<td>26</td>
</tr>
<tr>
<td>CONTRIBUTORS</td>
<td>27</td>
</tr>
<tr>
<td>ADDENDUM</td>
<td>28</td>
</tr>
</tbody>
</table>
DISCLAIMER

This document is intended to provide useful suggestions for protecting the health and safety of children visiting farms involved in agritourism. The North Carolina Agromedicine Institute, East Carolina University and National Children’s Center for Rural and Agricultural Health and Safety make no claims that these suggestions for implementing Agritourism Health and Safety Guidelines for Children from the National Children’s Center for Rural and Agricultural Health and Safety will prevent all illness and injury. Every farm is unique and therefore the users of this document are encouraged to adapt the information to their situation knowing they are responsible for the health and safety of children visiting their farms. The North Carolina Agromedicine Institute, East Carolina University and National Children’s Center for Rural and Agricultural Health and Safety, the authors, and advisors cannot be held responsible for adverse events resulting from following or not following the suggestions in this document.

SUPPORT AND ACKNOWLEDGEMENTS

We would like to thank the individuals and agencies who provided input on implementation of the Agritourism Health and Safety Guidelines for Children as well as to the content of this document. We are especially indebted to staff at the National Children’s Center for Rural and Agricultural Health and Safety who provided feedback and technical assistance throughout the project. Most importantly, however, the success of the project nor this document would not have been possible without the commitment and hard work of the eastern North Carolina agritourism farm willing to share its thoughts and experiences in implementing the guidelines with others.

Project development, implementation, and document preparation of this document was coordinated by Robin Tutor, MPH, OTR/L, Interim Director, North Carolina Agromedicine Institute, 252.744.1045, tutorr@ecu.edu.

Photos provided by Robin Tutor and the farm operator participating in this project. Graphics provided by Terri Davis, Landmark Printing, and Microsoft Office.

Funding was provided by the National Children’s Center for Rural and Agricultural Health and Safety.

ADDITIONAL MATERIALS

An asterisk * beside a category or item in this document indicates that additional resources are available electronically on the accompanying CD.

If you are unable to access designated websites due to internet issues, please contact the NC Agromedicine Institute at (252)744.1008 and we will download information and send to you.

ADDITIONAL COPIES

Additional copies of this document and accompanying CD are available by contacting the North Carolina Agromedicine Institute at (252)744.1008 or by visiting our website at www.ncagromedicine.org.
PURPOSE AND INTENDED AUDIENCE

Lessons learned, suggestions for implementation, and resources contained in this document as well as policies, procedures, forms, signage, and other resources included on the accompanying CD resulted from a mini-project with objectives to:

1) reduce child health and safety hazards on an agritourism farm;
2) reduce risk of injury annually for at least 4,000 children visiting an agritourism farm;
3) realize a positive cost benefit for making child health and safety improvements;
4) have at least 30% of agritourism farmers attending an open house training session decide to implement *Agritourism Health and Safety Guidelines for Children* on their own farms;
5) have at least 30% of Cooperative Extension agents and agritourism insurers attending an open house training session to recommend implementation of *Agritourism Health and Safety Guidelines for Children* to their constituents; and
6) develop a collaborative relationship between the NC Agromedicine Institute and the North Carolina Agritourism Networking Association.

Information included in this document is intended to provide farmers, Cooperative Extension Agents, agritourism insurers, and others with practical suggestions, resources, and an idea of the costs/cost benefit for implementing *Agritourism Health and Safety Guidelines for Children*. Again, as each farm is unique, farmers are encouraged to seek counsel from professionals and regulatory agencies within their own area. Costs for items needed to implement guidelines will also vary depending on suppliers, quantity of items needed, and items already on hand.

GENERAL LESSONS LEARNED

In addition to lessons learned and suggestions for implementing specific guidelines, individuals are encouraged to consider the following:

- implementation of *Agritourism Health and Safety Guidelines for Children* is a process that involves careful thought, investigation, and decision making;
- taking steps to implement guidelines may result in the discovery of additional items that need to be addressed on the farm; issues related to general farm operations can have an indirect affect on the health and safety of the agritourism operation;
- consideration must be given to local/state ordinances and the unique features of the individual agritourism operation;
- implementation takes an extensive network of community partners from both public and private sectors;
- resources and supplies needed to implement guidelines may already be available on the farm or in the community at no cost so it is important to do a thorough inventory before making expenditures;
• it may not be possible to make all health and safety improvements recommended in the guidelines at once. If not, include health and safety improvements as part of an overall farm management plan;
• grant funds may be available to assist with making health and safety improvements;
• implementation of Agritourism Health and Safety Guidelines for Children requires a commitment of time, energy, and willingness to be open minded and look at health and safety issues in a new and different way; and,
• ultimately it is the decision of the farmer as to what he or she views as an ‘acceptable level of risk’ for his or her farm.

SPECIFIC LESSONS LEARNED

The following sections include: 1) lessons learned/suggestions for implementation; 2) policies, procedures, and forms; 3) resources; and 4) supplies specific to individual items recommended by the National Children’s Center for Rural and Agricultural Health and Safety in Policies and Procedures Guide: Supplement A to Agritourism Health and Safety Guidelines for Children and Worksite Guide: Supplement B to Agritourism Health and Safety Guidelines for Children.

EMERGENCY PREPARATION, PLANNING, AND DOCUMENTATION (SUPPLEMENTS A & B)

Lessons Learned/Suggestions for Implementation

Insurance

• In addition to posting limited liability law signage, it is important to consult with attorney and insurance company to ensure that all steps have been taken to protect farm from litigation.
• Agritourism is a relatively new and unchartered area for insurance companies.
• Not all insurance companies have an agritourism product. Farm liability insurance is different from agritourism insurance.
• Different insurance companies require different documentation for rating purposes.
• Obtaining a rate quote may take several months and requires patience and persistence.
• Rates vary widely among companies. Request quotes from several companies and compare rates carefully.

Safety Goals

• Goals should be measurable and reasonable.
• A system should be implemented to provide documentation needed for evaluating goals on an ongoing basis.
• Involving staff in goal setting and review will give ownership and incentive for safe behaviors.
• Sample safety goals and documentation:
  o implement and maintain a zero tolerance smoking policy
    Documentation: Record on Operations Report as to whether or not cigarette butts were found
    at end of each day in visitor areas including maze
  o conduct at least 4 emergency drills per year
    Documentation: Log with date/time of each emergency drill
  o keep number of accidents requiring more than a Band-Aid to less than 4 per year
    Documentation: Incident/Emergency Reports

*Emergency Response Plan*

• Local Emergency Medical Services (EMS) and Fire Departments will visit farms and assist with
  emergency planning, including evacuation routes and location of safe areas*, at no cost. EMS and
  Fire Departments welcome the opportunity to pre-plan so that both you and they are prepared
  when an actual emergency occurs.
• Local Fire Department will provide fire extinguisher use training for free.
• Fire extinguisher signs are $2-3.00 at Wal-Mart, builder supply, or hardware stores but can cost as
  much as $15.00 from fire extinguisher vendor.
• Fire extinguishers should be checked on a monthly basis*. In addition to checking pin and gauge, ensure
  that there are no dirt dauber nests or other debris in the end of the hose. A cotton ball can be used in
  the end of the hose to keep out debris. Chemical fire extinguishers should also be turned upside down
  and hit on the bottom with a rubber mallet to ensure that chemicals have not settled and packed in
  the bottom of the extinguisher.
• After a fire extinguisher has been used, lay it on its side on the floor or ground to indicate it has been
  used and is no longer operational. Contact vendor to have fire extinguisher recharged.
• To ensure that staff knows how to respond correctly to different types of emergencies, practice
  emergency drills during staff training, on non-visitor days, and even on visitor days. If drills are
  planned on a visitor day, visitors should be advised at check-in.
• To ensure that staff recognizes codes for different emergencies provide laminated pocket cards on
  a snap ring that staff can keep in their pockets or on lanyards.
• Walkie talkies are a reasonable alternative to ensuring the ability to communicate at any location on
  the farm.
• A bull horn with siren is also helpful for emergency drills, emergencies, and crowd control.
• EMS recommends that in lieu of having an emergency vehicle that any injured individual NOT be
  moved except by EMS.
• A mailbox painted red and labeled ‘Fire and Emergency Plans’ can be strategically located on the
  farm making information readily available for first responders and other emergency personnel.
• Google and MapQuest maps from farm to nearest hospital are not always accurate. Check carefully before duplicating. Print extra copies of map to have on-hand in case parents or caregivers choose to transport child to hospital themselves. *
• Documentation for keeping track of how many visitors are in individual groups as well as for keeping track of how many total visitors are on the farm at any given time can assist in accounting for all individuals in case of an emergency.*

First Aid, CPR, Water Safety, and Basic Water Techniques

• Check with provider before attending a water safety or basic water rescue safety technique class. Content maybe more suitable to a swimming pool than to a farm.
• EMS may be able to assist with water safety or basic water rescue safety technique training.
• Water rescue supplies can be purchased at local pool supply stores or on-line.

Animal Bites

• Animal bites should be reported to the county animal control office. Check county listings for number. Add number to Emergency Contact Number form to be posted in prominent places with other emergency information.

Food Safety

• Check with local Environmental Health Staff. *
• See ‘Cooking for Groups: A Volunteer’s Guide to Food Safety.*
• See FOOD SAFETY on page 21 of this document.

Guest Report of Safety Concerns

• To ensure that guests are asked about safety concerns, add to policy and procedures for staff exit activities with guests including group polling and/or written exit survey.

Americans with Disabilities Act *

• Handicapped accessible port-a-johns are available for rent from companies regularly supplying port-a-johns.
• Picnic tables can be raised so that they are wheelchair accessible by adding a 2x4 to the bottom of legs.
• Picnic tables can be made wheelchair accessible at either end by adding an extension that will slide into brackets mounted on the tables.
• The bottom of handicapped parking signs should be five feet from ground if located in walking areas.
Policies, Procedures, and Forms*

Note: For the purposes of this project, items to be included in the Emergency Response Plan are in multiple documents designated below by (ERP). Similarly, items to be included in the Operations Report are in multiple documents designated below by (OR). All documents, including Incident/Emergency reports are filed in a central note book.

- Accountability Record (OR)
- Incident-Emergency Policy (ERP)
- Incident-Emergency Report (OR)
- Emergency Contact Number Form (ERP)
- Emergency Drill Record (ERP)
- Emergency Evacuation Map -Fire with location of first aid kits, fire extinguishers, and safe areas (ERP)
- Emergency Evacuation Map-Severe Storm with location of first aid kits, fire extinguishers, and safe areas (ERP)
- Emergency Plan (ERP)
- Employee Training Log (ERP)
- Fire Extinguishers (ERP)
- Fire Safety Procedure (ERP)
- Map to nearest hospital (ERP)
- Master Accountability Record (OR)
- Safety Goals (ERP)
- Safety Issue Follow-up Log (OR)
- Severe Storm Safety Procedure (ERP)
- Tornado Safety Procedure (ERP)

Resources

CPR &/or First Aid Training

- American Red Cross
  www.redcross.org

- American Heart Association
  http://www.heart.org/HEARTORG/CPRAndECC/CPR_UCM_001118_SubHomePage.jsp

- Partnership for Children
  http://hugh.ncsmartstart.org/smart-start-in-your-community
First Aid Kits

- Coffee Can First Aid Kit

- American Red Cross
  [www.redcross.org](http://www.redcross.org)

Food Safety

- NC Environmental Health Staff*

- NC State University – Department of Food, Bioprocessing, and Nutrition Services
  919-515-2956
  [http://ncsu.edu/foodscience/extension_program/publications.html](http://ncsu.edu/foodscience/extension_program/publications.html)

- US Department of Agriculture
  [www.foodsafety.gov](http://www.foodsafety.gov)

Handicap Accessibility

- Americans with Disabilities Act Guide for Small Businesses*

Weather Related Emergencies

- American Red Cross
  Tornado Checklist*

  Tornado Preparedness Fast Facts*
  [http://www.redcross.org/portal/site/en/menueitem.86f46a12f382290517a8f210b80f78a0/?vgnextoid=62a7da30df3ea110VgnVCM10000030f3870aRCRD](http://www.redcross.org/portal/site/en/menueitem.86f46a12f382290517a8f210b80f78a0/?vgnextoid=62a7da30df3ea110VgnVCM10000030f3870aRCRD)
Supplies

- First aid kits*
- First aid guide*
- Fire Extinguishers*
- Signs: fire extinguisher, first aid kit, emergency exit, no smoking*, pond off limits*, handicapped parking, chemical storage, staff only areas*
- Water rescue equipment: pole with hook, buoy, and rope
- Weather radio
- Walkie talkies or cell phones
- Drinking water stations
- Locked storage box, cabinet, or room for chemicals
- Smoke detectors for barns and/or other inside areas visited by guests
- Notebook or file to maintain all documentation including:
  - Emergency response plan including copy of fire safety and evacuation plans
  - Safety goals
  - Employee Training Logs and certificates, if applicable
  - Veterinary Records
  - Operations Report
  - Reservation confirmations
  - Incident/Emergency Reports
  - All policies and procedures
  - Safety follow-up log (optional – may be included in operations report)

PRE-ARRANGED GROUPS (SUPPLEMENT A)

Lessons Learned/Suggestions for Implementation

*Information Provided to Group Organizer*

- An alternate rule of thumb for adult to child ratios is to follow adult to child ratios of group organizer’s organization (i.e., childcare, public school).
- EMS recommends that farm not treat injuries but that decision to treat injuries is left to parent, caregiver, and/or 911.
- Childcare centers and public schools are required to have personal contact information for parents or guardians as well as information about children having special needs with them on field trips.
- Check website of other agritourism farms in the area to see what types of information they provide to individuals considering a visit to their farm.
Policies, Procedures, and Forms*

- Pre-visit information for group organizer
- Reservation confirmation

Resources
N/A

Supplies
N/A

SUPERVISION (SUPPLEMENT A)

Lessons Learned/Suggestions for Implementation

Adult to Child Ratios

- See ‘Information Provided to Group Organizer under PRE-ARRANGED GROUPS on page 10.
- Raised platforms are recommended for millet as well as corn mazes.
- An alternative to having a fixed raised platform is to have a platform on wheels that can be moved when not in use (ex. wagon, rolling stock ladder, mobile home steps adapted with wheels and fall barrier).

Petting Zoos*

- Wipes and hand sanitizer can be made available in animal areas in addition to availability of hand-washing stations at exit of animal area.
- For more detailed information on Petting Zoos, see ANIMALS AND HAND-WASHING on page 15 of this document.

Policies, Procedures, and Forms
N/A

Resources

- For additional Petting Zoo resources, see ANIMALS AND HAND-WASHING 15 of this document.

Supplies

- Elevated platform
- Hand sanitizer
- Wipes
- Hand-washing station stocked with soap and paper towels
COMMUNICATING WITH GUESTS (SUPPLEMENT B)

Lessons Learned/Suggestions for Implementation
N/A

Policies, Procedures, and Forms*

- Emergency contact number form
- Safety rules
- Visitor orientation instructions

Resources
N/A

Supplies

- Signs for animal safety*, off limit areas*, children present*, emergency exits*, location of first aid kits and fire extinguishers, and electric fence signs

WEATHER AND RELATED EMERGENCIES (SUPPLEMENT A)

Lessons Learned/Suggestions for Implementation

Weather Radio

- Battery operated weather radios are available that clip onto a belt so that weather can be easily monitored.

High/Low Temperatures and Inclement Weather*

- Establish weather policies as part of routine policies and procedures. Example:
  - Visitors will not be permitted when heat index reaches X degrees or above
  - Visitors will not be permitted when wind chill factor reaches X degrees or below
  - Visitors will be asked to conclude visit as soon as weather radio indicates there is a severe thunder storm warning.
- In the summer:
  - Encourage employees and visitors to wear sun safe hats and sunscreen. Brims on hats should be at least 3” for optimal protection.
  - Water stations should be located so they are easily accessible to visitors and employees. Opportunities for hydration can be easily incorporated into activities. Hydration is recommended every 15 minutes.
  - Simple lessons about sun safety can easily be incorporated into activities. For example:
• show a very dry sponge and a very wet sponge. The dry sponge represents what happens to the body when one becomes dehydrated. The wet sponge represents the body when one is well hydrated.

• show a green tomato, tomato that is at mid-ripening stage, and a tomato that is very ripe with a rotten spot. The green tomato represents the skin before it has been exposed to the sun. The mid-ripe tomato represents the skin when it has been exposed to the sun with sunscreen. The ripe tomato with the rotten spot represents the skin when it has been repeatedly exposed to the sun without protection.

• A supply of extra coats and sweaters of various sizes is helpful to have on hand as there are always a few children with daycare and school groups who arrive inappropriately dressed for cold weather.

• In order to decide if the farm is ‘prepared’ to handle guests during inclement weather when visitor departure is not possible, work with local EMS and Fire Departments to determine capacity of safe space and ability to move visitors quickly from one location to another.

• Water testing is available through the local environmental health department*. The NC State Laboratory Public Health Environmental Sciences – Certified Laboratory can also provide a list of commercial labs to perform water testing based on contaminants to be tested for. Cost of testing depends on items selected for testing.

Policies, Procedures, and Forms
• Severe Storm Safety Procedures
• Tornado Safety Procedures

Resources

Sun Safety

• NC Department of Labor

• Occupational Safety and Health Administration
  http://www.osha.gov/Publications/OSHA3166/osha3166.html

• National Weather Service
  http://www.nws.noaa.gov/om/heat/index.shtml

• Environmental Protection Agency
  http://www.epa.gov/sunwise/uvindex.html

• Kids Health
  http://kidshealth.org/parent/firstaid_safe/outdoor/sun_safety.html
American Cancer Society
http://www.cancer.org/Healthy/BeSafeintheSun/index

All In One Posters
http://www.allinoneposters.com/s.nl;jsessionid=0a010a601f433c8fd873770040a9ba6baaaea26c529.e3eSch0Pb30Pe34Pa38Ta38LbNb0?it=A&id=149

Hypothermia/Frost Bite

Mayo Clinic
http://www.mayoclinic.com/health/hypothermia/DS00333

Tornadoes

American Red Cross
Tornado Checklist*

Tornado Preparedness Fast Facts*
http://www.redcross.org/portal/site/en/menuitem.86f46a12f382290517a8f210b80f78a0/?vgnextoid=62a7da30df3ea110VgnVCM10000030f3870aRCRD

Water Testing

NC State Laboratory Public Health Environmental Sciences – Certified Laboratory
http://slphreporting.ncpublichealth.com/EnvironmentalSciences/Certification/CertifiedLaboratory.asp

NC Environmental Health Staff
http://www.deh.enr.state.nc.us/ehs/images/ehsdir2000.PDF

Supplies

- Emergency weather radio
- Sun safety poster
ANIMALS AND HAND-WASHING (SUPPLEMENT A & B)

Lessons Learned/Suggestions for Implementation

Transition Areas*

- Following the North Carolina State Fair E. coli outbreak in 2004 the General Assembly passed Aedin’s Law that is administered by Dr. Karen Beck with North Carolina Department of Agriculture & Consumer Services (NCDA&CS).
- NCDA&CS recommends that in addition to signs available from the National Association of State Public Health Veterinarians that a sign on proper hand-washing technique be posted and that a means to properly wash hands following any animal contact is made available.
- A suspended hose pipe with holes punched in the underside makes a great hands free water source.
- Make sure hand-washing facilities are low enough for children to reach and use.
- Portable propane heated water heaters are available for providing warm water for hand-washing in outdoor locations.
- Teach children to sing while washing hands to encourage washing for 15-20 seconds:

  Old McDonald Had a Farm
  And on this farm he washed his hands
  With a scrub-scrub here and a scrub-scrub there
  Old McDonald washed his hands
Animal Bites

- Animal bites should be reported to the county animal control office. Check county listings for number. Add number to Emergency Contact Number form to be posted in prominent places with other emergency information.

Adequate restroom facilities

- A suggested rule of thumb for ‘adequate restroom facilities’ is the ability for 20 kids to toilet in 10 minutes given two port-a-johns or restroom stalls with supervision by two adults. Time toilet use to adjust as needed.
- Test strips for testing bleach used to sanitize and disinfect can be purchased at local restaurant supply stores or on line. As bleach solutions lose their strength when exposed to sunlight and air, solutions should be made fresh daily. Label bleach bottles for different strengths: Sanitize or Disinfect*.

Policies, Procedures, and Forms*

- Bleach Record
- Cleaning Log for Hand-Washing Facilities and Restroom
- Daily Cleaning Record
- Disinfecting and Sanitizing
- Hand-washing Policy
- Hand-washing Procedures

Resources

Animal Exhibits

- NC Department of Agriculture and Consumer Services
  http://www.ncagr.gov/oep/AnimalContactExhibit.htm
  http://ncagfairs.org/lawsnforms.html

- Dr. Karen Beck - Emergency Programs Public Health Surveillance Specialist
  1035 Mail Service Center, Raleigh NC 27699-1035
  Phone: (919) 807-4330 • Fax: (919) 807-4303
  karen.beck@ncagr.gov

Supplies

- Signs for hand-washing, prohibited items/actions in animal areas , and caution signs*
- Hand-washing facilities stocked with soap and paper towels
- Hand sanitizer
TRAFFIC AND PARKING (SUPPLEMENTS A & B)

Lessons Learned/Suggestions for Implementation

Farm Location Signs

- Check local ordinances for placement of farm location signs.
- If property ¼ mile in either direction is not owned by farm, check with other land owners before placing signs.

Handicap parking

- Check *Americans with Disabilities Act Guide for Small Businesses* for guidance on handicap parking.
- Van accessible signs for handicap parking must be purchase separately from handicap parking signs.
- Different states have different requirements for handicap parking signs so check for specific state with vendor.

Speed Limit Signs

- Bottom of speed limit signs should be five feet from the ground if in a walking area.

Policies, Procedures, and Forms

N/A

Resources

N/A

Supplies

- Signs for farm entrance, children present, speed limit, handicap parking, bus/car parking
- Reflective vests for traffic workers

FIRE SAFETY (SUPPLEMENT A & B)

See EMERGENCY PREPARATION, PLANNING, AND DOCUMENTATION beginning on page 5 of this document.
TRACTORS AND OPERATIONAL EQUIPMENT (SUPPLEMENTS A & B)

Lessons Learned/Suggestions for Implementation

- The National Children’s Center for Rural and Agricultural Health and Safety recognizes a ‘properly licensed adult’ for operating tractors as an individual who has a valid driver license.
- Certified Safe Farm trained professionals can assist with auditing farm equipment to ensure it is safe for operation.

Policies, Procedures, and Forms
N/A

Resources

Certified Safe Farm

- NC Cooperative Extension – Johnston County (919) 989-5380
- NC Cooperative Extension – Duplin County (910) 296-2143
- NC Cooperative Extension – Sampson County (910) 592-7161
- Julia Storm, NC State University, Department of Toxicology (919) 515-7961
- University of Iowa www.certifiedsafefarm.org
- NC Agromedicine Institute (252)744.1008

Supplies

- Barriers to prevent child access to operating and non-operating machinery
- Wheel blocks
WALKWAYS AND STRUCTURES (SUPPLEMENT B)

Lessons Learned/Suggestions for Implementation

- In order to make walkways easily accessible by wheelchair, it may be as simple as adding some extra dirt to level surfaces even with door jams as shown below.

<table>
<thead>
<tr>
<th>Before</th>
<th>Before</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image1" alt="Image" /></td>
<td><img src="image2" alt="Image" /></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>After</th>
<th>After</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image3" alt="Image" /></td>
<td><img src="image4" alt="Image" /></td>
</tr>
</tbody>
</table>

Policies and Procedures
N/A

Resources
N/A

Supplies

- Locks for storage areas
- Signs to direct visitors from one attraction to another, exit signs, and no entrance/staff only signs*
BARRIERS AND FENCING (SUPPLEMENTS A & B)

Lessons Learned/Suggestions for Implementation
N/A

Policies, Procedures, and Forms
N/A

Resources

• National Children’s Center for Rural and Agricultural Health and Safety
  http://www.marshfieldclinic.org/proxy/MCRF-Centers-NFMC-NCCRAHS-SafePlay-KeystoCreate-
  Fencing.1.pdf

Supplies

• Signs for off limits and electric fences
• Double fencing

PEST CONTROL (SUPPLEMENTS A & B)

Lessons Learned/Suggestions for Implementation

• Contact local Cooperative Extension Office or Department of Entomology, NC State
  University for assistance with pest control.
• To attract yellow jackets away from children and trash cans use humming bird feeders and suet
  holders with raw or cooked meat.
• There are very effective baits available for fire ants. The baits contain refined soybean oil and a
  slow acting toxicant. The bait can be broadcast over large infested areas or sprinkled around the
  perimeter of individual mounds. Fire ant workers that are foraging for food pick up the bait particles
  and transport them to the colony. The soybean oil-toxicant are extracted and feed to immature
  ants, workers and the queen. Ant mortality will occur in several weeks to a month depending on the
  mode of action of the toxicant.
• Prevention of tick bites is best achieved through the application of a repellent to clothing and
  exposed skin. Permethrin (often sold as Permanone) is a very effective repellant to be applied to
  clothing. Deep Woods Off can be applied to exposed skin to repel ticks. Insecticidal sprays can be
  applied to areas where ticks occur. The key is to thoroughly wet the leaf litter layer from the surface
  down to the soil. In this way, complete spray coverage will be achieved assuring that ticks are
  exposed to the toxicant.
• **READ LABEL CAREFULLY BEFORE USING ANY INSECTICIDE!!!**
Policies, Procedures, and Forms
N/A

Resources

- North Carolina Cooperative Extension
  www.ces.ncsu.edu; click on link at top right corner of page to find local Cooperative Extension Office

- Department of Entomology, North Carolina State University
  www.cals.ncsu.edu/entomology/

Supplies

- Hummingbird feeders
- Suet holders

FOOD SAFETY (SUPPLEMENT B)

Lessons Learned/Suggestions for Implementation

N/A

Policies, Procedures, and Forms*

- Refrigerator Cleaning and Temperature Monitoring Policy
- Refrigerator Temperature Log

Resources

N/A

Supplies

- Disposable plastic gloves
- Hand-washing station with soap, warm running water, and paper towels
- Refrigerator thermometers
RECORDKEEPING (SUPPLEMENT B)

Lessons Learned/Suggestions for Implementation

• Documentation for keeping track of how many visitors are in individual groups as well as for keeping track of how many total visitors are on the farm at any given time can assist in accounting for all individuals in case of an emergency.*

Policies, Procedures, and Forms *

• Accountability Record
• Master Accountability Record
• Operations Report
• Incident-Emergency Report
• Safety Issue Follow-up Log

Resources
N/A

Supplies

• Notebook or file
• Dividers

HAYRIDES (SUPPLEMENTS A & B)

Lessons Learned/Suggestions for Implementation

Inspections

• Tractors, wagons, hitches, and chains should be included in as part of daily operations checklist.

Policies, Procedures, and Forms
N/A

Resources
N/A

Supplies
N/A
CORN MAZES (SUPPLEMENT B)

Lessons Learned/ Suggestions for Implementation

- Use of flags for guests to alert staff from within corn maze may or may not work. If flags are used, encourage guests to return on exiting the maze and not leave in the maze.

Policies, Procedures, and Forms
N/A

Resources
N/A

Supplies
- Elevated platform
- Flags
- Fire extinguishers
- Signs for maze rules and entrance/exit
- Bullhorn or loud speaker

SUPPLEMENTAL INFORMATION

Information included in this section has been developed in addition to and independent of Agritourism Health and Safety Guidelines from the National Children's Center for Rural and Agricultural Health and Safety

Crowd Control

- Whistles on lanyards can be helpful for getting visitors attention and crowd control but encourage staff not to over use them.

Emergency Procedures *

- Consider development and implementation of emergency procedures for child abduction, lockdown for terror or weapon threat, and missing child.
- If it is reasonably suspected that employees will come in contact with blood or other body fluids in the course of interacting with visitors, consider providing blood borne pathogens training.* Check with your local health care provider and Department of Labor for more information.
• A completed Employee Emergency Contact form* can help to ensure that employees receive prompt medical attention for special medical concerns and that their family members or other emergency contact persons can be reached.

Hayrides

• Consider handicap accessibility for hayrides. Consult with an AgrAbility professional, occupational or physical therapist, or mobility specialist for assistance to ensure that all slope and safety precautions are considered.

Playground

• If the farm has a playground area consult Creating Safe Play Areas On Farms* for guidance.
• If the surfacing is being purchased to go under playground equipment, check with vendor to ensure that surfacing is compliant with Consumer Protection Safety Commission and Americans with Disabilities Act requirements. If products are compliant with these requirements, vendor is required to provide a certificate of compliance at the time that surfacing is installed.

Plants

• To ensure that plants are non-poisonous to children, work with local Cooperative Extension Office, nursery, or community college horticulture program.

Snakes

• Knowing how to recognize which snakes are poisonous and which aren’t can be helpful.
• Tools kept to dispose of snakes during times when visitors are at the farm should be kept readily accessible but out of the reach and view of children.

Policies, Procedures, and Forms

• Employee Emergency Contact Form*

Resources

Blood borne Pathogens

• NC Department of Labor
  http://www.nclabor.com/osha/etta/A_to_Z_Topics/bloodborne_path.htm
Hayrides

- AgrAbility
  www.agrability.org

Playgrounds

- National Children’s Center for Rural and Agricultural Safety and Health

Poisonous Plants

- News and Observer

- North Carolina Cooperative Extension
  http://www.ces.ncsu.edu/depts/hort/consumer/poison/indcoa_e.htm

- University of Wisconsin Common Plants What’s Poisonous and What’s Not

Snakes

- News and Observer
COMPREHENSIVE EMPLOYEE TRAINING LIST

- Bloodborne pathogens (optional)
- Disinfecting and sanitizing
- Equipment operation
- Emergency response and reporting including:
  - Animal Bites
  - Basic Water Rescue
  - Fire Extinguisher Use
  - First Aid
- Farm specific policies and procedures
- Playground safety (if applicable)
- Proper hand-washing techniques
- Traffic and parking
- Weather related issues including:
  - Low temperatures, wind chill factors, and hypothermia
  - Severe storms or tornadoes
  - Signs/symptoms of heat exhaustion and heat stroke
- Visitor Orientation including:
  - Hazards found on farm
  - Need to immediately report illness or injury
  - Danger of open water, if applicable
  - Child supervision requirements
  - Need to report wild animals and/or unwanted pests
  - Risks for disease and injuries associated with animal and how to reduce risks
CONTRIBUTORS

The NC Agromedicine Institute wishes to acknowledge the following individuals and/or agencies that assisted in the development and implementation of this project:

Brad Brown
Callahan and Rice

Dr. Maria Clay & Dr. Annette Greer
Department of Medical Humanities – Brody School of Medicine, East Carolina University

Ernie Wilkinson
Johnston County Animal Services

Amie Newsome
Johnston County Cooperative Extension

Terri and Tim Davis
Landmark Printing

Tammy Ellis
National Children’s Center for Rural and Agricultural Health and Safety

Marylee Lannan
North Carolina Agromedicine Institute

Dr. Karen Beck
Emergency Programs Division, NC Department of Agriculture

Martha Glass
Markets Division – Agritourism Office, NC Department of Agriculture

Mercedes Hernandez-Pelletier, Ken Rudo, & Dr. Carl Williams
Division of Public Health, North Carolina Department of Health and Human Services

Dr. Charles Apperson
Department of Entomology, North Carolina State University

Dal Snipes
Snipes Insurance Services

Edward Twig
Training/Safety Officer, Paramedic, and Fire Inspector

Brenda Bass
Wayne County Department
ADDENDUM

Costs for supplies, services, and employee training from our pilot project are included on the following spreadsheets. Costs will vary depending on a number of factors including size of agritourism operation, items already on hand, vendors, and availability of grant funds.

The North Carolina Agromedicine Institute, East Carolina University and National Children’s Center for Rural and Agricultural Health and Safety do not endorse any specific vendor. Vendors listed are provided for informational purposes only.