

Historic Rock Ford
Reopening Plan

The health and safety of our visitors, volunteers and staff will remain at the forefront of our phased reopening. We will slowly start to open for guided tours on Tuesday, July 7th by offering limited tour times, Tuesday-Sunday: 10:00 am, 12:00 pm & 2:00 pm. To reduce unnecessary contact, we will require all visitors to purchase their tickets in advance through Rock Ford's Yapsody page. If you require assistance with the online admissions process, please call the Rock Ford Office at 717-392-7223. A staff member will be in the Office during normal business hours 10:00 am - 4:00 pm, Monday - Friday to monitor phone messages.

- Rock Ford staff will thoroughly clean and disinfect all surfaces that visitors and tour guides have come in contact with after each tour.
- Hand sanitizer and masks will be available for all visitors upon arrival for their scheduled tour time. Hand sanitizer will also be available upon request at any point during the visit.
- There will be no hand-shaking.

Admission Requirements:

- All visitors are required to wear a mask at all times. If guests are maintaining social distance while exploring the grounds, masks are not required outside. Adults accompanying minors should use the adult's best judgement with respect to placing masks on a minor.
- Tour guides will deliver the tour introduction on the porch outside of the mansion. Visitors will be standing, walking and climbing steps for the entire tour.
- Chairs will only be available for visitors who feel the need to sit. A limited number of chairs will be socially distanced in the first floor hallway and the second floor hallway.
- Tour guides will socially distance 6 feet apart from visitors at all times. Tour guides will step behind ropes in each room to maintain social distancing while giving tour information.
- **Tours are limited to a maximum of: 10 visitors**
- If a tour includes more than one party, we ask that visitors observe appropriate social distancing from the other parties.

Staff & Volunteer Requirements:

- All volunteers and staff are required to wear a mask at all times, masks will be provided.
- All volunteers and staff will have access to soap and water, hand sanitizer and disinfectant cleaning supplies. Volunteers are not required to handle the cleaning and disinfecting of surfaces, as it is the staff's responsibility to do so throughout the day and after each tour. (Volunteers may clean and disinfect surfaces if they would like to, but it is not required of them.) Volunteers should alert staff to additional cleaning that is needed as they see appropriate.
- All volunteers and staff are required to maintain social distancing of 6 feet.
- It is encouraged for meetings to be conducted virtually and for any work that can be done from home to do so.
- All indoor, in-person meetings will be limited to 10 people. They must maintain a social distance of 6 feet and wear masks.
- All visitors inquiring about entering the mansion about matters other than a scheduled tour MUST make an appointment ahead of time with the Rock Ford staff - Non-essential visitors are not encouraged to visit at this time and will not be allowed inside the mansion without an appointment.
- All volunteers and staff's temperatures will be taken before they enter the building and anyone with a temperature of 100.4 degrees Fahrenheit or higher will be sent home and encouraged to schedule a COVID-19 test.
- All volunteers and staff are required to notify Rock Ford staff if they have symptoms or have tested positive for a COVID-19 test and are asked to stay home and follow CDC guidelines on home isolation.

If there is a COVID-19 exposure in the mansion:

- All past visitors, volunteers and staff will be alerted immediately of their possible exposure for contact tracing.
- Tours will be put on temporary hold for a mansion closure to deep clean all surfaces that come in contact with the public. Any visitors that have already purchased tickets for upcoming scheduled tours during a closure may reschedule for a future date, donate their admission or request a refund.