

# 2021 Pennsylvania Fair Industry Reopening Plan

April 2021



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# Background

The Pennsylvania State Association of County Fairs (PSACF) and The Pennsylvania State Showmen's Association (PSSA) collaborated to create a plan to allow for the safe reopening of the fair industry this year, while acknowledging the on-going COVID-19 pandemic and offering a variety of mitigation measures to protect the health of all event employees and guests.

This reopening plan is meant to **supplement, not replace** state and local health and safety rules. **It is important to routinely monitor COVID-19 data and associated mitigation orders, and follow the guidance devised by the Pennsylvania Department of Health for large events.**

The commonwealth has established occupancy limits on indoor and outdoor event venues and has instituted mask wearing and social distancing policies that must be followed to help stop the spread of the COVID-19 virus. All fairs are expected to follow guidance from the Office of the Governor, the Pennsylvania Department of Health, and the Centers for Disease Control.

Mandatory requirements may be adjusted at any time during the 2021 fair season. Moving forward, it is important to consider that if the COVID-19 rate of infection is elevated in your area and the commonwealth declares an emergency, the fair may be required to cancel or suspend operations.

What follows are both the **mandatory operational requirements** that must be followed by the fairs, outside contractors, exhibitors, and concessionaires, and **best management practices** fairs should consider implementing to help mitigate the spread of COVID-19.



# Mandatory Operational Requirements

## Capacity/Maximum Occupancy-**Mandatory**

As of April 4, 2021, Governor Wolf authorized new maximum occupancy limits for indoor and outdoor events. Pennsylvania's fairs **must** comply with the capacity limits as follows:

### Indoor Events-25%

Indoor venues are allowed to operate at 25% of their established occupancy limits.

*For Example: If your main exhibit building has a maximum occupancy of 300 people, you would be able to host 75 people*

***(300 X .25 = 75 people max)\*\****

### Outdoor Events-50%

Outdoor events and venues may operate at 50% of their established occupancy limits.

*Event Example 1: If your **fair** operates on 10 acres, it may accommodate 14,405 fairgoers at any one time.\*\**

***(10 acres x 1,441 people/acre=14,405 fairgoers max)\****

*Event Example 2: If your grandstand or concert venue has a maximum capacity of 1,000, it can host 500 persons at any one time\*\**

***(1,000 X .50 = 500 persons max)\*\****

*\*To calculate fairground maximum occupancy under the most recent guidance, multiply 1,441 by the fair acreage.*

*\*\*Maximum capacity includes staff & volunteers*



# Mandatory Operational Requirements (Continued)

## Masks-*Mandatory*

The mask requirement is still in effect in public places. At this time, individuals attending Pennsylvania fairs **are required to wear a mask whether they've been vaccinated or not.**

- Staff, vendors, participants, volunteers, and attendees **must** wear masks.
- Consider purchasing masks to provide to fairgoers,

## Social Distancing-*Mandatory*

- Social distancing **must** be maintained throughout the fairgrounds in both indoor and outdoor venues.
- A minimum of 6 feet between individuals or family units must be maintained whenever possible.

## Handwashing

- Provide additional portable handwashing units and/or hand sanitizing stations throughout the fairgrounds.

## Signage

Post signage related to COVID-19, capacity limits, mask wearing, social distancing and handwashing at entrance gates and access points, outside venues and throughout the fairgrounds as appropriate.



# Best Management Practices

What follows are best management practices identified by various sources. Fairs should consider employing the following to ensure a safe fair season and help stop the spread of COVID-19.

## Staffing

- Fairs must ensure they have adequate staff to undertake efforts to help mitigate the spread of COVID-19.
- Fair staff, exhibitors and vendors must monitor their individual health and not report to the fairgrounds if they exhibit signs of COVID-19. Encourage employees and guests to stay home if they have symptoms of COVID-19 or have tested positive for COVID-19. Encourage employees and guests to stay home and monitor their health if they have had close contact with a person who has had symptoms of COVID-19 within the past 14 days.
- Fair staff, vendors/participants or volunteers who are considered in the 'at-risk' category should be discouraged from working at the fair.
- If possible, close shared staff spaces, such as staff break rooms, kitchens, and offices; otherwise stagger time schedules and limit occupant number for their use.
- Train staff in COVID-19 safety protocols. Designate an employee or office to be responsible for responding to COVID-19 concerns. All staff and guests should know who this person is, their on-site location, and how to contact them.
- Communicate regularly with staff, exhibitors, and vendors to keep them informed regarding changes in operation or COVID-19-related protocols.
- Frequently clean surfaces and shared objects between uses as much as possible (game equipment, harnesses, ATM keys, cash registers/payment terminals, restrooms, railings, tables and countertops, door handles, etc.)
- Reduce touch points whenever possible (use open trash bins, open building doors, offer single-serve condiments and pre-package napkins/utensils, etc.)
- Stagger or rotate volunteer and employee shifts to limit the number of staff on the park grounds at the same time.
- Develop a back-up staffing plan to address COVID-19 related absenteeism.



## Medical Response & Contact Tracing

- Devise a plan to notify local health officials, staff, and guests of any case of COVID-19 while maintaining confidentiality in accordance with the Americans with Disabilities Act (ADA) and Equal Employment Opportunity Commission.
- Create a banner on the fair's webpage or Facebook page to notify patrons of COVID-19 case alerts.
- Employ local news and social-media outlets to disseminate information.
- On-site First Aid stations should be outfitted with adequate PPE.
- On-site First Aid stations should be designed/retrofitted to accommodate for social distancing in both treatment and waiting areas.
- On-site First Aid stations should have at least one isolation care room.
- Post signage reminding fairgoers, exhibitors, volunteers, contractors and vendors where they can look to find the most recent information regarding fair operations and COVID-19 information.



## Physical Barriers & Pedestrian Traffic

- Wider aisles and one way traffic should be employed.
- Install physical barriers and partitions in areas where maintaining social distancing is difficult.
- Install gates or other barriers to separate adjacent areas or to direct pedestrian flow at high-traffic walkways and intersections.
- Plexiglass barriers can be installed at ticket booths, point of sale stations, game booths (if feasible), etc.
- Discourage guests from congregating and eliminate lines or queues if possible.
- Encourage people to stay at least 6 feet apart by providing signs or other visual cues such as tape or chalk markings.
- Consider modifications to hours of operation. Start earlier, end later to help keep crowds in compliance with capacity limits.



## Vendors/Commercial Exhibits & Vendor/Commercial Exhibit Areas

- Ensure indoor ventilation systems operate properly and increase circulation of outdoor air as much as possible, for example, by opening windows and doors.
- Consider the installation of physical barriers and partitions in areas where maintaining social distancing is difficult.
- Adopt one-way traffic flow patterns to avoid two-way contact on pathways.
- Ask vendors switch to touchless payment options. If using cash/card, exchange on a receipt tray or on the counter to avoid direct contact
- Reduce capacity in shared and common spaces and ensure proper distancing of at least 6 feet in lines and picnic-style eating areas. Limit counter seating to allow for appropriate social distancing.
- Reduce touch points whenever possible (use open trash bins, open building doors, offer single-serve condiments and pre-package napkins/utensils, etc.)
- Require frequently touched surfaces such as pens, cash registers, payment terminals, ATM keys, trays, counters, or hard surfaces are disinfected between use. Clean surfaces prior to disinfection if visibly dirty.
- Encourage the use of touchless payment options as much as possible, if available. If exchange of cash or card payments is required, ask guests to place payment method on a receipt tray or on the counter to avoid direct hand to hand contact.
- Vendors must monitor their individual health and not report to the fairgrounds if they exhibit signs of COVID-19. Vendors should not report to the fairgrounds if they have symptoms of COVID-19, have tested positive for COVID-19 or been in close contact with a person who has had symptoms of COVID-19 within the past 14 days.
- Ensure vendors are aware of the COVID-19 mitigations in place at your fair and that they know the name/location of the on-site contact responsible for responding to COVID-19 concerns.
- Establish a policy with vendors/exhibitors for items that guests normally need to touch to evaluate (i.e.: Pillows, mattresses, etc.).
- Space out concession vendors to allow for adequate social distancing between guests waiting in lines



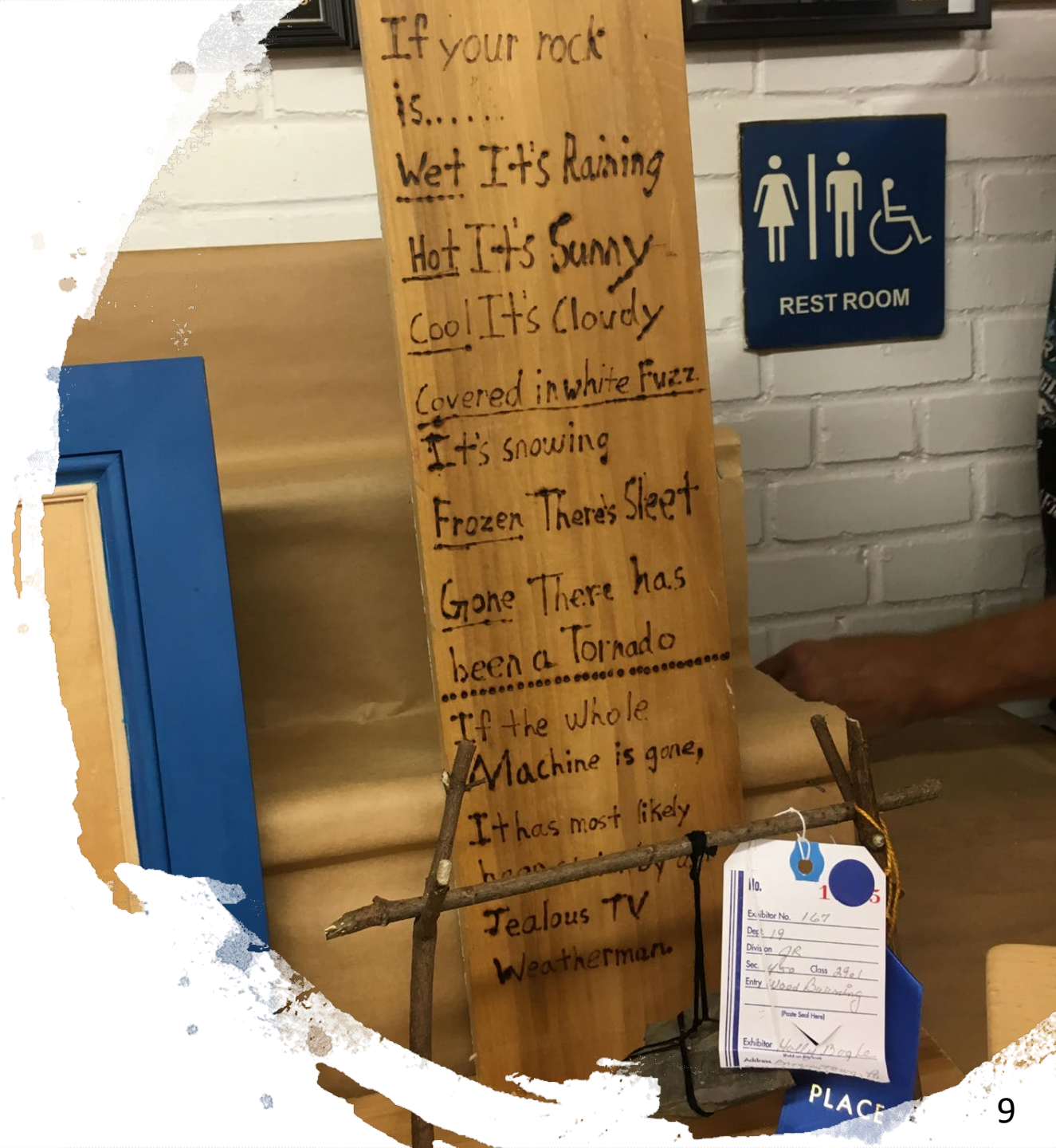
## Cleaning & Disinfection

- Ensure supplies for proper hygiene: sinks, water, soap, and hand dryers as well as hand sanitizer is available.
- Develop a schedule for increased, routine cleaning and disinfection of frequently touched surfaces.
- Identify and designate staff to clean and disinfect frequently touched surfaces and equipment, such as gaming equipment or grab bars or safety bars on rides.
- Provide hand sanitizer at all entry/exit points, attractions, rides, games, concession stands, and outside every restroom facility.
- Clean and disinfect frequently touched surfaces throughout the fairgrounds at least daily or between uses as much as possible – for example ATMS, handrails, turnstiles, faucets, cash registers/payment terminals, tables and countertops, lockers.
- Ensure there is good ventilation, especially indoors, when using cleaning products to prevent employees or guests from inhaling toxic fumes.
- Consider the disinfecting value of sunlight, host some events during daylight hours.
- When possible, avoid sharing gaming items that are reusable.
- Reduce touch points and use touchless options throughout the park as much as possible. For example, use radio frequency identification (RFID) bands to replace cash or ticket payment systems, automatic entry gates, and no-touch trash cans.
- Use touchless payment options as much as possible, if available. If exchange of cash or card payments is required, ask guests to place payment method on a receipt tray or on the counter to avoid direct hand to hand contact.
- Disinfect frequently touched surfaces such as pens, trays, counters, or hard surfaces between use. Clean the surface prior to disinfection if visibly dirty.



## Restroom Facilities

- Ensure that restrooms are open with operational sinks and toilets.
- Establish a regular cleaning and disinfection process so restrooms are cleaned and disinfected regularly; particularly high-touch surfaces such as faucets, toilets, stall doors, doorknobs, countertops, diaper changing stations, and light switches.
- Ensure safe and correct application of disinfectants.
- Ensure indoor ventilation systems operate properly and increase circulation of outdoor air as much as possible, for example, by opening windows and doors.
- Ensure that restrooms are stocked with enough supplies for handwashing including soap and water, disposable paper towels, hand sanitizer, and no touch trash cans.
- Increase the number of handwashing/sanitizing stations throughout the fairgrounds.
- Do not allow lines or crowds to form near the restrooms without maintaining a distance of at least six feet from other people.
- Increase the number of available restroom and handwashing facilities to alleviate crowding caused by waiting guests.
- Limit the number of people who can occupy the restroom at one time to allow for social distancing.



## Communications

Devise a communications plan to disseminate information regarding the fair event and COVID-19 mitigation activities through local media outlets and on social media.

- Fairs should designate a person who will be responsible for responding to all COVID-19 concerns.
- Add a banner to your fair's website or Facebook page that clearly denotes requirements for attending the fair.
- Post signs at entry points that list the requirements for entry (e.g., self-monitor for COVID-19 symptoms, etc.) and any recommendations or requirements for guests (e.g., wear masks, practice frequent hand hygiene, practice social distancing, etc.).
- Post signage reminding fairgoers that they must monitor their individual health and not enter the fairgrounds if they have symptoms of COVID-19, have tested positive for COVID-19 or had close contact with a person who has had symptoms of COVID-19 within the past 14 days.
- Post signs in highly visible locations that promote everyday protective measures and describe how to stop the spread (e.g., at entrances, ticket booths, restrooms, concessions areas, etc.)
- Post signage reminding fairgoers, exhibitors, volunteers, contractors and vendors where they can look to find the most recent information regarding fair operations and COVID-19 information.
- Broadcast regular announcements on PA systems about reducing the spread of COVID-19.
- Fairs must continue to work closely with local, county, commonwealth, and federal entities as well as emergency service providers and health officials to offer a safe environment for fairgoers and must be fully engaged with local medical facilities that provide service in their counties.



## Food & Beverage Service

- Food service personnel are required to wear masks and gloves.
- Food and beverage stands are to be spaced further apart to allow queue lines to be physically distanced.
- Space out concession vendors to allow for adequate social distancing between guests waiting in lines
- Food vendors must limit the number of people within a tent or structure and in queue lines to accommodate for social distancing.
- Food courts and seating areas(whether maintained by the fair or individual concessionaires) must allow for adequate distancing between tables and seating or be eliminated.
- Reduce common touch points such as condiments, straw dispensers, napkin dispensers, and reach in coolers accessible by guests.
- If possible, encourage concessionaires to use touchless payment methods. Alternatively, ask customers and employees to exchange cash or card payments by placing them on a receipt tray or on the counter, rather than by hand to avoid direct hand-to-hand contact.
- Clean and disinfect frequently touched surfaces such as pens and counters. Encourage patrons to use their own pens.
- Avoid offering self-serve food or drink options such as drink stations.
- Remove communal high-touch items such as condiments and straw dispensers and replace with individual wrapped single-serve options provided by staff.



## Livestock Events and Venues

- Consider pre-registration of classes.
- Judges, participants and spectators must wear masks and maintain social distance. Recommend judges maintain six feet of distance from handlers.
- Use facilities that provide adequate ventilation for animals and people.
- Consider relocating livestock and horse shows to temporary outside rings if possible.
- Prevent contact between pens of animals from different farms or households to prevent unnecessary interactions. Prevention may be accomplished by spacing out pens or staggering out animals with an empty pen in between.
- Clean and disinfect animal areas frequently, including between uses for different animal species.
- Limit interactions and maintain a distance of at least six feet between animals and people and people including fair staff and volunteers, judges, and the public who are not from the same farm or household as the animal or its caretaker.
- Split classes to limit the number of animals in the show ring.
- Limit the number of people and/or animals in the ring to ensure that at least six feet is kept between an animal and its handler and other people and animals including judges.
- Stagger activities in washing and grooming areas, or other shared spaces, so that animals from different farms or households do not interact unnecessarily and so people can maintain social distancing.
- Stagger animal move-in/move-out times to reduce contact between people and animals.
- Consider a “Show and Go” with animals stalled at a trailer and leaving immediately after the show
- Limit occupancy in spectator seating. Use tape or signage. Consider only admitting family members of exhibitors if occupancy cannot be managed.
- Control ingress and egress points to control occupancy in show area.
- Fairs with livestock auctions should consider virtual auction options.



## Agricultural Exhibits

- Ensure indoor ventilation systems operate properly and increase circulation of outdoor air as much as possible, for example, by opening windows and doors.
- Judges and participants must wear masks and maintain social distance during judging.
- Suggest advance entries in all departments and set up staggered entry times to reduce the number of exhibitors at any one time.
- Fairs should have all entry tags prepared prior to the arrival of exhibitors.
- Fairs should have staff or volunteers to accept entries from exhibitors and place the entries in the appropriate location.
- Consider reconfiguring judging areas for food products (where judge must remove mask to taste) so that judges may maintain physical distancing.
- Exhibit building capacity must conform with state and local regulations in effect at the time of the event. Be sure to include staff members and volunteers in the capacity calculation.
- Wider aisles and one-way pedestrian traffic may be needed to maintain physical distancing.
- Demonstration areas should be configured to maintain six-foot physical distancing or be eliminated.
- Sampling food should be restricted or prohibited.



## Midway Rides & Games

- Vendors must monitor their individual health and not report to the fairgrounds if they exhibit signs of COVID-19. Encourage employees to stay home if they have symptoms of COVID-19 or have tested positive for COVID-19. Encourage employees to stay home and monitor their health if they have had close contact with a person who has had symptoms of COVID-19 within the past 14 days.
- Train staff in COVID-19 safety protocols and make them aware the capacity, mask- wearing and social distancing requirements instituted by the fair.
- Cleaning and disinfection of frequently touched surfaces between uses. Replace shared objects between uses. If replacement is not possible, clean and disinfect shared objects between.
- Reduce capacity in shared spaces, including employee-only areas, gaming halls, and indoor amusement areas to ensure proper distancing of at least 6 feet;
- Reduce occupancy of rides and attractions to ensure adequate distance between guests or family groups.
- Consider closing rides, games, or attractions that cannot be cleaned and disinfected frequently or between use.
- Keep game prizes out of reach of guests. Don't allow guests to touch prizes before selecting.
- Guests seat themselves on rides without assistance, if able, and seating arrangements are modified to allow for social distancing between unrelated riders.
- In accordance with local, state, or federal laws, midway operators should work with the fairs to notify local health officials, staff, and guests of any case of COVID-19 while maintaining confidentiality in accordance with the Americans with Disabilities Act (ADA) and Equal Employment Opportunity Commission.



## Concerts, Grandstands and Entertainers

- At the time of publication, outdoor venues may operate at 50% capacity, including staff.
- Restrict seating or standing capacity to maintain physical distancing. This can be accomplished by taping off or blocking so that only every third seat on every other row can be utilized. For standing room only, mark appropriate spacing using tape, paint, or other markings as a guide for guests.
- Maintain social distance between bands and other acts.
- Remind strolling acts to maintain socially distanced from fairgoers. Consider hosting these acts in a permanent location.
- Ensure that all ground acts maintain at least six feet of distance from guests. Spectators should maintain physical distancing while watching shows.
- Consider offering more events/shows per day to allow for additional attendance.



## Transportation

- If transport vehicles like buses, trams, golf carts, etc. are used by event staff, drivers should practice all safety actions and protocols such as washing hands often, wearing masks, and maintaining physical distancing of drivers.
- Limit capacity on vehicles to maintain physical distancing of riders.
- Clean and disinfect guest transportation vehicles on a regular basis.

## Special Days

- If fair offers special days or activities that are designed for certain populations that may be considered “at risk” for COVID-19, either remove these events from the schedule or dedicate specific time to just this population.




# Resources

PSSA and PSACF utilized the following resource guidance as the foundation of their 2021 reopening plan:


- CDC: COVID-19 Considerations for Animal Entries at Fairs, Shows, and other Events: [COVID-19 Considerations for Animal Activities at Fairs, Shows, and Other Events | CDC](#)
- CDC: COVID-19 Considerations for Traveling Amusement Parks and Carnivals: [COVID -19 Considerations for Traveling Amusement Parks and Carnivals | CDC](#)
- CDC: Considerations for Events and Gatherings: [Considerations for Events and Gatherings | CDC](#)
- IAFE: COVID-19 Crisis: Steps to Move Forward: [International Association of Fairs & Expositions \(fairsandexpos.com\)](#)
- IAFE: Contingency Planning for Restricted Fair Opening: [IAFE FairContingencyPlanning.pdf \(ohio.gov\)](#)
- Office of the Governor of Pennsylvania & Pennsylvania Department of Health
  - [Universal Masking FAQ \(pa.gov\)](#)
  - [20201117-SOH-Universal-Face-Coverings-Order-Update.pdf \(pa.gov\)](#)
  - [Order of the Acting Secretary of the Pennsylvania Department of Health Amending the November 23, 2020 Order of the Secretary of the Pennsylvania Department of Health for Mitigation and Enforcement](#) (April 2021)
  - [20201123-Order-of-the-Secretary-for-Mitigation-and-Enforcement-SIGNED.pdf \(pa.gov\)](#) (November 2020-amended in April 2021 above)
  - [Social Media Resources \(pa.gov\)](#)
- PAPA-PA Amusement Parks & Attractions: Safe Play COVID-19 Reopening Guidance: [Pennsylvania Amusement Parks and Attractions | Association for Pennsylvania's Attractions, Amusement Parks and Industry Suppliers \(paamusementparks.com\)](#)
- IAAPA: Reopening Guidance for the Global Attractions Industry: [IAAPA, The Global Association for the Attractions Industry](#)
- OABA Outdoor Amusement Business Association: The Route to Reopening Carnivals: [Outdoor Amusement Business Association \(oaba.org\)](#)

# Sample Website COVID-19 Notice

https://www.manateecountyfair.com

← → ×  https://www.manateecountyfair.com

**This SAMPLE “acceptance box” appeared on the homepage of the Manatee County Fair’s homepage. Before you can proceed to the fair’s website, you must pause to read & accept the fair rules as outlined.**



The Manatee River Fair Association has implemented the following safety guidelines to attend the upcoming 2021 Manatee County Fair:

**Masks are required in all buildings on the Manatee County Fairgrounds. Masks are required outdoors where social distancing can be maintained. We strongly recommend all guests wear a face mask at all times.**

**Follow all directional signage that accommodates for a socially distanced capable environment.**

**Frequently use the hand sanitizing stations that will be readily accessible throughout the fairgrounds.**

**Be considerate of others around you and follow social distancing protocols.**

**Adherence to the guidelines will assist in our efforts to present a safe and successful fair.**

COVID-19 Exposure is an inherent risk in any public locations where people are present: Guests should only attend after evaluating their own health risks.

The Manatee River Fair Association cannot guarantee you will not be exposed during your visit.

Purchase of a ticket, pass or ride armband and entry on to the Manatee County Fairgrounds constitutes your understanding of these risks and your willingness to undertake the risk of exposure. No refunds will be given following your entry on to the Fairgrounds.

**I ACCEPT**

The *SAMPLE NAME OF FAIR* has implemented the following safety guidelines to attend the upcoming 2021 *SAMPLE COUNTY FAIR*

*Sample website entry  
portal page.*

In accordance with regulations set forth by the Pennsylvania Department of Health, masks are required on the fairgrounds and social distancing must be observed.

Follow all directional signage that helps to accommodate socially distanced traffic flow.

Frequently wash hands and use hand sanitizing stations whenever possible.

Please be considerate of others around you and follow all COVID-19 safety protocols.

COVID-19 Exposure is an inherent risk in any public locations where people are present.  
Guests should only attend after evaluating their own health risks.

The *Sample County Fair* cannot guarantee you will not be exposed during your visit.

Purchase of a ticket, pass or ride armband and entry on to the *Sample County Fairgrounds* constitutes your understanding of these risks and your willingness to undertake the risk of exposure.

**I ACCEPT**

# Signage

Sign templates can be found on the Pennsylvania Department of Health's website: [health.pa.gov](http://health.pa.gov). Type in ***social media resources*** in the search bar.

**HOW CAN I PROTECT MYSELF FROM COVID-19?**

**PRACTICE GOOD HEALTH HABITS**

-   
WASH YOUR HANDS OFTEN
-   
COVER COUGHS + SNEEZES
-   
DON'T TOUCH EYES/NOSE/MOUTH
-   
CLEAN SURFACES FREQUENTLY
-   
STAY HOME WHEN SICK
-   
AVOID SICK PEOPLE

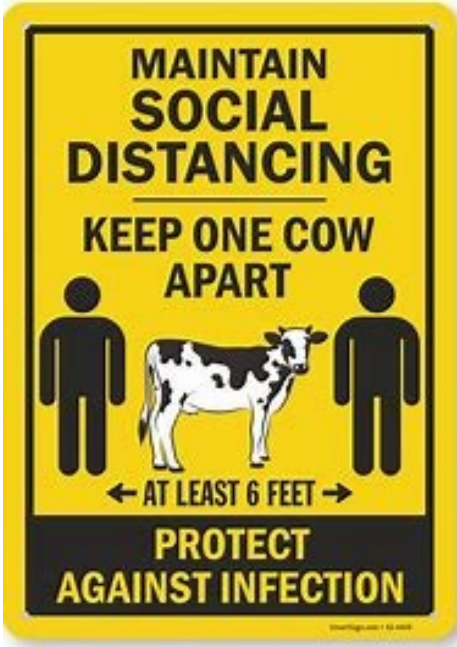
 **pennsylvania**  
DEPARTMENT OF HEALTH



**MY MASK PROTECTS YOU, YOUR MASK PROTECTS ME.**



Sign templates can be found online or at sign retailers.



# Poster Template

This poster template will be made available on the PSACF website for use by the fairs.

