

The following is an outline of safety measures and prevention strategies that will be implemented in our programs to minimize the spread of COVID-19. We will provide the safest environment possible while creating a fun and engaging experience for all program participants. We will comply with all State and Federal guidelines during this global pandemic. Please be advised that participant compliance with programming expectations must be followed.

### **Employee Guidelines**

- Employees will complete a self-screening for temperature and symptoms prior to starting each shift. For any fever or acknowledgement of symptoms, employee will notify supervisor and stay home for the recommended exclusion period.
- Employees will wear face coverings when working indoors. Face coverings will be worn during outdoor programming when social distancing cannot be maintained.
- Employees will wash hands and use sanitizer often. If soap and water are not available, a hand sanitizer will be used that contains at least 60% alcohol. Employees will ensure children are supervised when using hand sanitizer and that it is inaccessible to them when not in use.

### **Participant/Parent Guidelines**

- Parents/guardians are responsible for pre-screening the program participant before bringing them to the program. This should include a temperature check (less than 100.4) and symptom check for the following:
  - Cough
  - Shortness of breath or difficulty breathing
  - Chills
  - Muscle aches or headache
  - Sore throat
  - New loss of taste or smell
  - Fever
  - Gastrointestinal symptoms like diarrhea, nausea, vomiting
  - Congestion or runny nose
  - Fatigue
- If the participant displays any of the above symptoms, they should not attend the program.
- Participants will practice physical distancing of at least 6 feet from other people.
- Participants age 6 and older will wear face coverings when indoors, and during outdoor programming when social distancing cannot be maintained.

### **Program Modifications: Social Distancing, Supplies and Small Groups**

- Adapting the program environment to allow for physical distancing of at least 6 feet whenever possible.
- Outdoor programming whenever possible.
- Programming Groups/Capacity: (*\*\*Subject to change to follow updated state and federal guidelines.*)
  - Indoor Programs: Participants will be divided into groups of no more than 10 (participants and staff) and consistent groupings of students and staff will be created.
  - Outdoor Programs: Group size will not exceed 25 people– participants and staff.
- Minimizing shared supplies. Supply “kits” will be created for individual use.
- Participants will bring their own water bottle and hand sanitizer to each program. Children are supervised when using hand sanitizer and it will be inaccessible to them when not in use.

### **Drop off/Pick up Procedures**

- Curbside drop off/pick up will be implemented to limit unnecessary visitors to the facilities.
- Staff will be at drop off/pick up locations to complete the sign in/out procedures.

### **Cleaning Procedures**

- Designated indoor spaces will be deep cleaned with disinfectants prior to the arrival of participants and after their departure.
- High touch surfaces (tables, chairs, etc.) will be disinfected regularly throughout the duration of the program.

### **Meals and Snacks**

- Whenever possible, lunch and snacks will be consumed outside. If this is not possible, eating areas (table, chairs) will be cleaned and disinfected before and after each use.

### **Hand Washing**

· When possible, hand washing is reinforced on arrival, after being in a public place, before and after activity, before and after meals and prior to leaving for the day. At any time, sneezing, coughing, wiping or blowing the nose or bathroom use, handwashing is also reinforced. Hand sanitizer of at least 60% alcohol is an alternative and children are supervised during use. Hand sanitizer and tissues readily available for use.

### **Plan for Sick Children/Program Participants and Employees**

- We will follow the exclusion guidance set forth by the MN Department of Health and ensure children and staff will stay home when sick.
- If a staff person becomes sick during a program, they will immediately go home. They will not return to work until being cleared to do so by the City of Chaska Human Resources Department, under the guidance of the MN Department of Health.
- If a child/program participant becomes sick or is showing symptoms of COVID-19 during a program, the participant will be distanced from the group with appropriate staff supervision and must be picked up within 60 minutes. They will then follow the guidance set forth by the MN Department of Health before returning to the program.

### **Contracted Program Services**

The City of Chaska Parks and Recreation department offers some programs in partnership with contracted instructors, who are not City of Chaska employees. These instructors have acknowledged, and will follow, this preparedness plan.