



**BOYS & GIRLS CLUBS  
OF WESTERN TREASURE VALLEY**

**COVID-19 PROTECTION REOPENING AND OPERATIONS PLAN  
BOYS & GIRLS CLUBS OF WESTERN TREASURE VALLEY**

**ENTRY**

- **Club members as well as employees reporting for work will be screened for COVID-19 before entering the Clubhouse**
- **All staff and members must be wearing a face covering before entering the Clubhouse, and during the time they are present at the Clubs.**

*COVID-19 Screening Checklist*

- Temperature below 100 degrees
- Ask if individual has been exposed to anyone testing positive or presumptive positive for COVID-19.
- Ask if individual has any of the following symptoms
  - Fever/Chills
  - Shortness of breath or difficulty breathing
  - Cough
  - Headache or muscle pain
  - A new loss of taste or smell
  - Vomiting or diarrhea
  - Sore throat
  - Rash

If yes to fever, unusual cough, or shortness of breath, the person would not be able to return to the Club for 10 days, unless the person tests negative for COVID-19 and has been 24 hours cough/fever free, or if a medical professional advises they can return. Doctor's notes will be required.

If yes to diarrhea, vomiting, headache, sore throat, or rash the person can return 24 hours after symptoms cease or if a medical professional advises they can return.

If yes to exposed to someone with presumptive or positive COVID-19 case, they will not be able to return to within 14 days.

### *Parent/Guardians*

- Each Club site will have curbside pickup and drop off only. This will be facilitated by staff. Parents will not be allowed inside the Clubhouse, unless there is an emergency with their child.
- Parents will need to be wearing a face covering during pickup and drop off.
- In the event of an emergency, parents should wear a face covering, gloves, and must have their temperature logged by staff prior to entry into the facility. Parents/guardians must be accompanied by staff at all times.

### *Members*

- All members, regardless of age, will be required to wear a covering while attending the Clubs.
- Members must have a new membership form on file.
- All parents that have members that did not attend during Summer 2020 will have to attend a new orientation.
- Parents/guardian will be required to wait with youth members for check in for COVID-19 screening. Teens will be required to be screened, however parents will not be required to be onsite.
- If a member exhibits any of the listed symptoms on the COVID-19 Screening Checklist, parents/guardians will be notified and asked to pick up youth immediately. Teens will be sent home and a phone call made to their parents. There will be a designated space isolated from other people for the sick child to wait. If a parent/guardian is unable to pick up within 45 minutes of being notified, the authorities will be contacted.
- Parents/guardians are instructed and required to keep children home if the child or anyone in the household is exhibiting any symptoms from the COVID-19 checklist.
- Members will be escorted to their assigned group upon arrival.

### *Staff*

- All staff will be required to wear a face covering.
- Staff are instructed and required to stay home if they or anyone in their household is exhibiting any symptoms from the COVID-19 checklist.
- Staff will self screen for COVID-19 upon arrival and will log their results.

### *Volunteers*

- Volunteers will not be allowed in Club facilities until further notice. Exceptions to be given only by written notice by CEO or Operations Director.

## **SANITATION:**

### *Training*

- All staff will be trained and required to follow proper cleaning and disinfecting protocols.

### *Supplies*

- All sites will be stocked with COVID-19 approved cleaning supplies.

#### *Frequency*

- Areas will be disinfected any time a group leaves a program area, uses the restroom, and at the end of each program period. Areas will be cleaned and disinfected no less than twice a day.

#### *Frequently Touched Surfaces and Program Supplies (basketballs, keyboard, etc)*

- Surfaces and supplies must be disinfected between groups.

#### *Water Fountains*

- Direct water fountain use will be prohibited. Staff will fill drinking receptacles.

#### *Bathrooms*

- Touch points will be disinfected no less than twice a day.

#### *Contamination*

- Contaminated areas will be disinfected with an approved cleaner.

## **PROGRAMMING**

#### *Field Trips*

- No field trips will be planned until further notice.

#### *Group Management*

- Members will be assigned to a home group and room.
- Groups will occupy one room at a time and avoid interaction with other individuals and groups.
- Social Distancing will be encouraged within groups.

#### *Meals and Snacks*

- Meals and snacks will be served to members within their designated groups.
- All staff serving meals, snacks, and beverages will be required to wear gloves.

#### *Bathroom Breaks*

- Staff will ensure that only one member uses a bathroom at a time.

#### *Supervision*

- Youth and teens will be accompanied by a staff at all times.

#### *Hand Washing*

- Members and staff will wash their hands or use hand sanitizer upon arrival.
- Use of hand sanitizer by children will be closely monitored by staff.
- Hands must be washed or sanitized before and after all meals/snacks, use of restrooms, and outdoor use.
- Scheduled hand washing times will be planned for all groups.

## **WAIVERS**

- All Club employees must sign a waiver prior to working.
- All youth must have a parent/guardian sign a waiver prior to attending the Club.

## **PPE:**

#### *Face Coverings*

- Use of face coverings by staff and members will be required.
- Parents/guardians are responsible for providing the face covering to their member and ensuring it is worn correctly.
- The Club is not responsible for providing masks to members or ensuring they are worn correctly.

#### *Gloves*

- Gloves will be provided by the Club for staff and must be worn for temperature checks, serving food or beverages, cleaning, accepting money, or any activity that involves physical contact with another individual

#### *Thermometers*

- Temperature checks will be conducted when individuals enter the Club and before they leave.

#### *Hand Sanitizing*

- Hands must be washed upon entering the building.
- Hand sanitizer will be available in all rooms.
- Use of hand sanitizer by children will be closely monitored by staff.
- One staff from each group will have hand sanitizer available to them at all times.
- Staff will frequently use hand sanitizer.

#### *Barriers*

- Proper PPE or barriers in designated entry zones will be in place.
- Approved barriers or partitions will be in place to designate group spaces.

#### *PPE Cleaning*

- Use proper PPE for cleaning and approved products used in accordance with manufacture guidelines.

### **Contingency Planning**

The program area will immediately be closed for deep cleaning and disinfected. Program space or facilities may be closed for multiple days or extended periods of time.

Parent of all children attending The Club will immediately be notified.

Staff and members will be advised to contact their doctor or local health department as they show symptoms.