

Covid-19 Return to Play

Exposure Prevention, Preparedness, and Response Plan



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Enhancing Lives

Enriching Community

David Word

ROCHESTER AVON RECREATION AUTHORITY | 480-500 E. 2ND ST. ROCHESTER MI 48307

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Forethought

Rochester Avon Recreation Authority (hereinafter “RARA”) takes the health and safety of our employees and participants very seriously. With the spread of the coronavirus or “COVID-19,” a respiratory disease caused by the SARS-CoV-2 virus, RARA must remain vigilant in mitigating the outbreak.

In order to be safe and maintain operations, we have developed this COVID-19 Exposure Prevention, Preparedness, and Response Plan to be implemented, to the extent feasible and appropriate, throughout RARA and at all of our programming locations.

RARA has also identified a team of employees to monitor the related guidance that U.S. Center for Disease Control and Prevention (“CDC”), Michigan Licensing and Regulatory Affairs (“LARA”), Michigan Department of Health and Human Services (“MDHHS”), Oakland County Health Division, and Occupational Safety and Health Administration (“OSHA”) continue to make available.

This Plan is based on information available at the time of its development and is subject to change based on further information provided by the above organizations, and other public and private officials. RARA may also amend this Plan based on operational needs.

Responsibilities of Supervisors and Coordinators

All Facility and Site Supervisors and Coordinators, must be familiar with this Plan and be ready to answer questions from employees, volunteers, participants, and spectators.

Supervisors and Coordinators must always set a good example by following this Plan. This involves practicing good personal hygiene and safety practices to prevent the spread of the virus. Supervisors and Coordinators must encourage this same behavior from all employees.

Responsibilities of Employees, Volunteers and Contractors

RARA is asking every one of our employees, volunteers and contractors to help with our prevention efforts while at work. In order to minimize the spread of COVID-19 in our programs, everyone must play their part.

As set forth below, RARA has instituted various housekeeping, social distancing, and other best practices at our programs. All employees, volunteers and contractors must follow these.

In addition, employees, volunteers and contractors are expected to report to their Supervisor or Coordinator if they are experiencing signs or symptoms of COVID-19, as described below. If you have a specific question about this Plan or COVID-19, please ask your Supervisor or Coordinator. If they cannot answer the question, please contact David Word, Assistant Director of Recreation.

Our resources have provided the following control and preventative guidance for all workers, regardless of exposure risk:

- Frequently wash your hands with soap and water for at least 20 seconds. When soap and running water are unavailable, use an alcohol-based hand rub with at least 60% alcohol.
- Avoid touching your eyes, nose, or mouth with unwashed hands.
- Follow appropriate respiratory etiquette, which includes covering for coughs and sneezes.
- Maintain 6ft of social distancing where possible.
- Wear a mask or face covering when 6ft of social distancing is not possible or when using public facilities that put you in contact with individuals for longer than 5 consecutive minutes or while traveling through common areas with individuals who are not a part of your specific activity .

In addition, employees must familiarize themselves with the symptoms of COVID-19, which include the following:

- Coughing
- Fever of greater than 100.3 degrees

- Shortness of breath, difficulty breathing; and
- Early symptoms such as chills, body aches, sore throat, headache, diarrhea, nausea/vomiting, rosy cheeks, and runny nose.

If you develop a fever and symptoms of respiratory illness, such as cough or shortness of breath, DO NOT LEAVE HOME and call your supervisor or coordinator and healthcare provider right away. Likewise, if you come into close contact with someone showing these symptoms, call your supervisor and healthcare provider right away.

Programming Protective Measures

RARA has instituted the following protective measures at all locations.

Prescreening

All staff & participants should be screened for signs/symptoms of COVID-19 prior to a participation for 14 days. Screening includes a temperature check.

Responses to screening questions for each person should be recorded and stored so that there is a record of everyone present in case a participant develops COVID-19 (see pg. 9 for RARA prescreening form).

Any person with positive symptoms reported should not be allowed to take part in activities and should contact his or her primary care provider or other appropriate health-care professional.

Vulnerable individuals should not oversee or participate in any activities at this time.

Daily Screening

Participants will receive a daily health check prior to participation.

Programming that is longer than 2 hours will require additional screening during the activity.

Responses to screening questions for each person should be recorded and stored so that there is a record of everyone present in case a participant develops COVID-19 (see pg. 10 for RARA daily screening form).

Any person with positive symptoms reported should not be allowed to take part in activities and should contact his or her primary care provider or other appropriate health-care professional.

Vulnerable individuals should not oversee or participate in any activities at this time.

During Activities

Gathering sizes will be regulated as determined by Government and Health Departments officials.

If changing rooms or meeting rooms are used, there must be a minimum distance of 6 feet between each individual at all times, when using indoor spaces or traveling through common areas that individuals typically spend 5 minutes or more occupying, masks or face coverings are recommended.

Contact between participants and staff should be limited to the greatest extent possible during activities.

PPE is encouraged to be used during non-aerobic activities.

Activity times will be staggered to allow proper cleaning and reduce the number of participants at venues.

Programs will be conducted in “circles” of participants with the same small group of participants always together. Smaller circles can be utilized for special populations and younger participants. This ensures more limited exposure if someone develops an infection.

There must always be a minimum distance of 6 feet between each individual. If this is not possible indoors or outdoors, then the maximum number of individuals must be decreased until proper social distancing can occur. Appropriate social distancing will need to be maintained during activities.

During team activities that normally include sideline or bench players. These participants will be asked to expand the bench area to include the entire sideline or in some cases for younger participants they will return to their family until they are called to resume play.

Gum, spitting, and sunflower seeds are prohibited during all activities.

Facility Cleaning

Adequate cleaning schedules should be created and implemented for all programming facilities to mitigate any communicable diseases.

Prior to an individual or groups of individuals entering a RARA facility, hard surfaces within that facility should be wiped down and sanitized (chairs, furniture in meeting rooms, changing rooms , etc.).

Individuals should wash their hands for a minimum of 20 seconds with warm water and soap before touching any surfaces or participating in activities.

Hand sanitizer should be plentiful and available to individuals as they transfer from place to place. Equipment and Supplies should be wiped down thoroughly before and after an individual’s use of equipment.

Appropriate clothing/shoes should be worn at all times to minimize sweat from transmitting onto equipment/surfaces.

Any equipment such as benches, athletic pads, etc. which have holes with exposed foam should be covered.

Participants must be encouraged to shower and wash their clothing immediately upon returning to home.

Use of Equipment

There should be no shared towels, clothing or shoes between participants.

Participants should wear their own appropriate workout clothing (do not share clothing), and individual clothing/towels should be washed and cleaned after every workout.

All equipment, including balls, should be cleaned intermittently during activities.

Hand sanitizer will be available at all activities.

Athletic equipment such as bats, batting helmets and other gear should be cleaned between each use with approved disinfectant.

Hydration/Food

All participants shall bring their own water bottle. Water bottles must not be shared.

Food should not be shared.

Participant or Employee Exhibits COVID-19 Symptoms

Contact your local health department to notify them about the participant or staff with COVID-19 symptoms and determine if their close contacts should be sent home as well. They will provide guidance regarding how to determine who should be considered a close contact. They will likely require that you isolate close contacts and send them home as soon as possible.

If an employee or participant exhibits COVID-19 symptoms during participation, the employee or participant must remain at home until he or she is symptom free for 72 hours (3 full days) without the use of fever-reducing or other symptom-altering medicines (e.g., cough suppressants).

RARA will similarly require an employee or participant who reports to work or a program with symptoms to return home until he or she is symptom free for 72 hours (3 full days).

To the extent practical, employees and participants are required to obtain a doctor's note clearing them to return.

Participant or Employee Tests Positive for COVID-19

An employee or participant who tests positive for COVID-19 will be directed to self-quarantine away from RARA.

Employees or participants that test positive and are symptom free may return to work when at least seven (7) days have passed since the date of his or her first positive test and have not had a subsequent illness.

Employees or participants who test positive and are directed to care for themselves at home may return to work when:

- (1) at least 72 hours (3 full days) have passed since recovery; and
- (2) at least seven (7) days have passed since symptoms first appeared.

Employees who test positive and have been hospitalized may return to work when directed to do so by their medical care providers.

RARA will require an employee or participant to provide documentation clearing his or her return to work or play.

Employee or Participant Has Close Contact with a Confirmed Positive Case of COVID-19

Employees or participants who have come into close contact with an individual who has tested positive for COVID-19 will be directed to self-quarantine for 14 days from the last date of close contact with that individual. Close contact is defined as less than six (6) feet for a period of time greater than 5 minutes.

If RARA learns that an employee or participant has tested positive, RARA will conduct an investigation to determine who may have had close contact with the confirmed-positive employee or participant in the prior 14 days and direct those individuals who have had close contact with the confirmed-positive employee or participant to self-quarantine for 14 days from the last date of close contact with that employee or participant.

If applicable, RARA will also notify any sub-contractors, vendors/suppliers or spectators who may have had close contact with the confirmed-positive employee or participant.

If an employee or participant learns that he or she has come into close contact with a confirmed-positive individual outside of RARA, he/she must alert a manager or supervisor of the close contact and self-quarantine for 14 days from the last date of close contact with that individual.

Confidentiality/Privacy

Except for circumstances in which the RARA is legally required to report occurrences of communicable disease, the confidentiality of all medical conditions will be maintained in accordance with applicable law and to the extent practical under the circumstances.

When it is required, the number of persons who will be informed that an unnamed employee or participant has tested positive will be kept to the minimum needed to comply with reporting requirements and to limit the potential for transmission to others.

RARA reserves the right to inform other employees or participants that an unnamed person has been diagnosed with COVID-19 if the other employees or participants might have been exposed to the disease so the employees may take measures to protect their own health.

RARA also reserves the right to inform sub-contractors, vendors/suppliers or visitors that an unnamed person has been diagnosed with COVID-19 if they might have been exposed to the disease so those individuals may take measures to protect their own health.

Prescreening Form

Participant Name: _____

Course#: _____

Pre-Activity Health Screening



Dear RARA families,

In an effort to minimize illness during activities we ask that you check on the health of participants daily beginning 14 days prior to participation in activities. The best sessions start with healthy participants and this begins at home. Please bring this completed form to the RARA activity on opening day or email a copy to:

HealthScreening@RARArecreation.org with subject line filled in with participant name and course #

Please indicate if your participant has any of the following symptoms prior to activity and record a temperature daily. If any temperature or symptoms are present, please have the participant evaluated by a licensed provider and contact RARA for further guidance.

Symptoms (symp):

- Cough
- Shortness of breath or difficulty breathing
- Fever
- Chills
- Muscle Pain
- Sore throat
- New loss of taste or smell
- Nausea
- Vomiting
- Diarrhea

Please initial

- 1. My child has not been around anyone with any of the listed symptoms or diagnosis of COVID19 in the 14 days before the start of activity. Initial _____**
- 2. No one in our household has been sick in the 14 days prior to activity. Initial _____**
- 3. My child has not traveled by air or traveled out of state in the 14 days prior to activity. Initial _____**
- 4. My child has adhered to our state's guidelines regarding COVID19. Initial _____**

Start date of temperature/symptom screening:

Day:	14	13	12	11	10	9	8
Temp/ symp							
Day:	7	6	5	4	3	2	1
Temp/ symp							

Our signature indicates that we completed this health screening daily for 14 days prior to activity and to the best of our ability. We understand that arriving to activities healthy is vital to a healthy program for all participants.

Parent Signature: _____ Date: _____

Participant Signature: _____ Date: _____

Adaptive Program Procedures

Pre-screening/Waivers/Registration

All participants in each program MUST be registered prior to the start of the program and a waiver must be completed upon registration. All staff, volunteers, and participants must complete the pre-screening form for 14 days prior to the program. The pre-screening form can be submitted online prior to the start of each program or turned in on the first day of the program. If the program is a continuous program, a brief check-in by staff with participants will occur prior to each meeting. These brief check-ins will be recorded and kept on record. When dropping off, parents are to accompany their child to the instructor and provide information for check-in and submit pre-screening form if applicable.

During Activity

- 1) Group numbers will be reduced in order to more easily implement social distancing.
- 2) Face coverings will be recommended for participants and staff when within 6 feet of each other for more than 5 minutes, whether this be inside or outside.
- 3) Face coverings will be recommended when around others not within the group or in common areas.
- 4) Hand washing and/or hand sanitizing will take place before and after eating, before and after sharing any space or items, at drop off and pick up, and at any other times deemed necessary by staff.
- 5) Shared items will be LIMITED and items will be encouraged to be brought from home and labelled with participant's name.
- 6) Water fountains will not be used and water bottles need to be brought from home.
- 7) When food is being eaten, a participant must bring a labelled SACK lunch where everything can be disposed of (no lunch boxes, tupperware, etc.)

When one program is occurring after another, times will be staggered to make time for sanitization between groups.

In Case of Infection/Symptoms/Privacy

- 1) Staff and participants must stay home if they have tested positive of COVID-19, have been in contact with someone with COVID-19, have had symptoms of COVID-19, or have been in contact with others that have symptoms of COVID-19.
- 2) If a participant begins to show symptoms of any illness while attending a program, this participant will be placed as far away as possible from other participants (while being able to remain supervised).

Guardian will be contacted to pick up participant AS SOON AS POSSIBLE. All families will be made aware that someone in the group has tested positive/shown symptoms as soon as possible - privacy will be maintained by not revealing names or details of the participant.

Questions/Concerns

All questions should be directed at the staff member on site. If this staff member is unable to answer the question or does not feel knowledgeable enough to do so, Recreation Supervisor (Lyndsey Ramsay) is to be contacted at lyndsey@rararecreation.org or via Google Voice Phone Call 248-805-1556.

T-ball/Baseball/Softball Procedures

- 1) Social distancing of 6 ft between individuals should be implemented during all pre-game plate meetings between teams and umpires.
- 2) Plate meetings should consist of one team coach and game umpire (no players).
- 3) Families should be socially distanced 6ft apart outside of the dugout area. Players should place their individual equipment with their respective families.
- 4) Players will sit with their respective families while waiting to bat or play defense.
- 5) One parent/coach and the on-deck batter may be in the dugout.
- 6) All team equipment will remain in the dugout (helmets, bats, balls and catchers gear).
- 7) Team equipment (helmets, bats, balls, catchers gear) will need to be cleaned and disinfected after each use by a team parent or coach with a disinfectant provided by RARA.
- 8) RARA will provide teams with hand sanitizer and should be used as necessary.
- 9) Umpires will stand 6ft. behind the catcher and should limit their contact with the ball. Catchers should retrieve foul balls and passed balls where possible.
- 10) Foul balls landing outside the field of play should be retrieved by participating players and coaches. No spectators should retrieve the ball.
- 11) Sunflower seeds, gum etc. will not be allowed in the dugout or on the playing field. Players, coaches and umpires should refrain from spitting.
- 12) No handshakes, high fives or group assemblies. Teams should develop methods of noncontact celebrations and gestures of sportsmanship. Teams will lineup on their respective base lines and tip their caps or display an appropriate gesture of sportsmanship to the opposing team after the game.
- 13) Teams must clean all trash and other items from their dugout after practices and games.
- 14) Players, coaches and umpires should bring their own personal drinks to games. There should be no use of shared or team beverages. Teams should not share any snacks or food. Players should bring individual, pre-packaged food, if needed. No team snacks are allowed.
- 15) Players and families should vacate the field/facility within 15 minutes after the game to minimize unnecessary contact with players, coaches and spectators from the next game.

Day Camp Procedures

Camp Operations

In addition to the above plan, below are specifics on the ways RARA will be operating Day Camps.

- 1) Daily Screens will be conducted as campers arrive to camp as well as halfway through the camp day.
- 2) Each camp group will have their own tent location to themselves as well as their own set of supplies. If supplies must be shared, supplies will be cleaned after use of one group and before use of another group. Social distancing activities within each camp group will be highly recommended to all planning staff.
- 3) Local park rangers will be cleaning park facilities daily.
- 4) All supplies will be cleaned and disinfected before and after use every day. Staff are given extra time before and after camp to properly clean and disinfect used supplies and commonly touched areas.
- 5) Campers will be asked to bring their own non-perishable lunch, water bottle, face covering, and sunscreen to camp. No campers will be permitted to share their own belongings.
- 6) Each camp will be supplied with their own cleaning equipment so sharing between camp groups is not needed.
- 7) This response plan and the new expectations will be available and communicated to all RARA participants, parents, and staff.
- 8) Each camp will have a designated location for check in/daily screens. The required procedures will be conducted in a private manner for each family.
- 9) At this time, each camp group will have a maximum of 10 campers to 2 staff members. Our Day Camp Supervisor will always be ready and available during camp in the case of staff members getting ill. Floaters/substitutes will also be on standby if any staff members become ill.

Communication and Training

Staffing Plan

- 1) There will be 2 counselors and a maximum of 10 campers per camp group at this time. The potential of increasing campers is possible. The need to practice physical distancing is highly recommended.
- 2) There will be 4 different camp locations at Bloomer Park. Camps will not interact with each other. On days with special guests, camp groups will stay at least 10ft. apart from each other.

Training Staff

All Day Camp staff will be trained on COVID-19 and our response plan. This includes:

- 1) Workplace infection-control practices and preventative measures to limit the spread of COVID-19.
- 2) The proper use of personal protective equipment.
- 3) How to report unsafe working conditions.
- 4) Signs and symptoms of COVID-19.
- 5) Signs and symptoms to monitor for when an individual is sick with COVID-19.
- 6) Obligation to notify camp administration of exposure or signs/symptoms of COVID-19.
- 7) Camp response plan for suspected or confirmed case of COVID-19.
- 8) Camp Directors will be assigned to daily health screenings and will be trained on the temperature check process. All staff will monitor campers throughout the camp day.
- 9) Camp Directors will be responsible for handling questions and reporting about COVID-19 concerns to the Day Camp Supervisor.
- 10) Reviewing camper medical forms

Proactively Contacting Families

RARA Day Camps will make available these guidelines and procedures regarding day camps and COVID-19. These guidelines will educate parents on our response plan and new expectations related to COVID-19.

Monitoring (Health Screening) for COVID-19 at Day Camp

RARA Day Camps are requiring a 14 Day Pre-Health Screening for all campers and staff to check for COVID-19 symptoms as well as a health screening check when campers and staff arrive to camp daily. Daily Checks will be conducted before campers and staff enter campsites. Family members dropping off campers will be asked to stay until campers have been cleared to stay for the day. A re-check during the day is required for each camper whether a camper appears sick and/or displays symptoms for COVID-19 or not.

Daily Camper Screening

Participants will receive a daily health check by the Camp Director prior to participation. Responses to screening questions for each person will be recorded and stored so that there is a record of everyone present in case a participant develops COVID-19. Any person with positive symptoms reported will not be allowed to take part in RARA Day Camps and should contact his or her primary care provider or other appropriate health-care professional.

When campers arrive:

- 1) Temperature checks will be performed. Thermometers will be cleaned and disinfected between uses, following the manufacturer's instructions.
- 2) During the check in process, parents will be asked:
 - i) Have you or your child been in contact with a person who has COVID-19?

- ii) Has your child felt unwell in the last 3 days? (fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea)

3) During the check in process, campers will be asked:

- i) Have you felt unwell in the last 3 days? (fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea)
- ii) Are you feeling well today?
- iii) Additional screening questions may be added.
- iv) Staff members will visually check the camper for signs of illness, including flushed cheeks, rapid or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness.

Campers arriving with a fever at or above 100.4 degrees will be sent home. If a camper has any other symptoms or has been in contact with a person who has COVID-19, they will be asked to go home and not enter camp. See “Guidelines for Attending Camp” for more details about when sick campers can return.

After campers arrive, staff members will continue to monitor symptoms throughout the day and will monitor temperatures half way through each day. If a camper shows symptoms, they will be asked to report to a designated area to meet with the Point of Contact (POC) (see more info later in this section about Point of Contact).

Daily Staff Screening

When staff members arrive:

Temperature checks will be performed. Thermometers will be cleaned and disinfected between uses, following the manufacturer’s instructions.

1) During the check in process, staff will be asked:

- i) Have you felt unwell in the last 3 days? (fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea)
- ii) Are you feeling well today?
- iii) Additional screening questions may be added.

Staff arriving with a fever at or above 100.4 degrees or other symptoms will be sent home. Staff should report contact with anyone outside of work who has had a documented case of COVID-19. Staff will be instructed to self-quarantine for 14 days if they have been exposed to COVID-19 and contact their doctor if they develop symptoms.

Response to Possible or Confirmed Cases of COVID-19 at RARA Day Camps

RARA Day Camps is appointing the Day Camp Supervisor as our Point of Contact (POC) adult onsite during the camp operation. The Day Camp Supervisor will manage all health-related concerns. This person will have a thorough understanding of the signs/symptoms of COVID-19, the COVID preparedness and response plan, and the camp health policy. All camp staff and families will know who this person is and how to contact them.

The POC and camp staff will be monitoring the health of staff and campers throughout the camp day.

- 1) If someone becomes symptomatic at camp, they will be sent home immediately. Sick individuals will be immediately separated from all other campers and staff and either sent home or to a healthcare facility for evaluation depending on how severe their symptoms are. If an individual cannot be picked up immediately, the individual will be isolated in a safe location until they can be picked up.
 - i) Sick individuals should wear a cloth face covering (if tolerated by the camper and developmentally appropriate).
 - ii) The camper will not be left alone.
- 2) For staff: If a staff member begins to feel ill during the day, they will be sent home. If an individual is the only available staff at that time, they will be asked to put on a cloth face covering (if not already on) and limit close interactions with campers until they can be relieved by another staff member.
- 3) RARA Day Camps will contact our local health department to notify them about a camper or staff with COVID-19 symptoms. The local health department will advise RARA on when these close contacts can return.
- 4) RARA Day Camps will also report this exposure to our licensing consultant.
- 5) Staff and families are also required to report to the camp if they become symptomatic or receive positive COVID-19 test results. When notifying parents that COVID-19 is present in the camp, RARA will respect the privacy of individuals in our care by not sharing health information of a specific person.
- 6) RARA Day Camps will then determine whether to close the camp based on guidance from your local health department. If an individual in a shared area is identified with a positive test for COVID-19, the shared area will be closed until cleaned and disinfected, and everyone that came into close contact with the individual that tested positive is self-quarantined for at least 14 days.

Guidelines for Attending Camp

Staff members and campers should stay home and self-isolate if they show symptoms of COVID-19.

- 1) If a camper has a fever or a cough, RARA Day Camps will follow our illness policy.
- 2) If a staff member or camper exhibits symptoms of COVID-19 or an individual tests positive for COVID-19, the individual must stay home until:

- i) They are fever-free for at least 72 hours without the use of medicine that reduces fevers.
- ii) Other symptoms have improved.
- iii) At least 10 days have passed since their symptoms first appeared or since they tested positive for COVID-19.

Most campers and staff members can return to camp based on improved symptoms and the passage of time.

Procedures for Preventing Disease Transmission

RARA Day Camps will ensure the implementation of the following:

Hand Washing

RARA Day Camps will reinforce regular health and safety practices with campers and staff. Wash hands often with soap and water for at least 20 seconds. This is especially important after blowing your nose, coughing, sneezing; going to the bathroom; and before eating or preparing food.

- 1) Soap and water are the best option, especially if hands are visibly dirty. If you use hand sanitizer, use an alcohol-based hand sanitizer with at least 60% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry.
- 2) Cover cough or sneeze with a tissue or sleeve.

Surface Cleaning and Disinfecting

Day Camps will clean and disinfect commonly touched areas daily. Some surfaces may be cleaned and disinfected multiple times throughout the day to ensure clean surfaces.

Typical Cleaning Surfaces

- 1) All staff should wear disposable gloves when cleaning surfaces.
- 2) When using a detergent cleaning solution, spray 6 to 8 inches from the non-porous surface and wipe with clean paper towels to remove contamination.
- 3) After a cleaning task is complete, remove the gloves and dispose. Carefully wash hands for at least 20 seconds with soap and water. Hand sanitizer may be used if water is not available and no visible dirt is observed on hands.

Common Areas

- 1) Common areas are required to have a daily deep clean.
- 2) Examples of frequently touched surfaces include tables, drinking fountains, door handles, hand railings, light switches, countertops, cabinet handles, desks, phones, keyboards, toilets, faucets, and sinks. Any other surfaces frequently touched by campers or staff will be cleaned and disinfected at least daily.
- 3) Cleaning of outdoor structures and surfaces will be carried out according to typical camp cleaning practices or more frequent if needed.
- 4) Changing areas, locker rooms, toilets, restrooms, and playground equipment should be cleaned and disinfected at least daily by local park rangers.

Shared Equipment/Items from Home

- 1) RARA Day Camps will strive to provide adequate supplies to minimize sharing of high touch materials to the extent possible (art supplies, equipment, etc.). If that's not possible, we will limit use of supplies and equipment to one group of campers at a time and clean and disinfect between use.
- 2) Items from home should ideally be stored in an individual storage space for each camper. When not practical, items from home shall be separated per their assigned small group and separate from other small groups.

Prepare Your Campsite and Activity Space

RARA Day Camps will prepare our physical space to prevent the spread of COVID-19 and encourage social distancing, to the maximum extent possible.

- 1) Benches near the parking lot will be RARA Day Camp's isolation spot. This spot is provided to safely isolate individuals who develop symptoms during camp. Campers or staff members will wait here until they can be picked up.
- 2) Camp staff will clean and disinfect frequently touched surfaces within the camp at least daily. Day Camps will ensure safe and correct storage and application of disinfectants and will keep products away from campers.
- 3) If shared equipment will be used, RARA Day Camps will:
 - i) Provide cleaning products where equipment is located.
 - ii) Keep cleaning products with equipment as it moves around activity sites.
 - iii) Ensure all staff and participants thoroughly wash or sanitize their hands before and after every use.
- 4) Day Camps will use park space to prevent spread and encourage physical distancing, to the maximum extent possible.

Practice Social (Physical) Distancing

Maintain Consistent Groups

RARA Day Camps will keep camp group sizes to 10 campers or fewer at this time. Additional campers may be added later. Each camp group will be spread out and take part in their own activities. Social distancing within small groups is strongly recommended but may not always be possible.

- 1) Contact with external staff and between groups of campers will be limited. Playground time, bathroom breaks, and any other shared areas will be rotated between groups.
- 2) Camp groups will not mix.
- 3) When camp groups cross paths or are sharing an area, camps will adhere to strict hand hygiene and physical distancing. When physical distancing cannot be maintained, cloth face coverings will be worn (for those staff and children that can tolerate).

- 4) Activities that require shared space or equipment, will have staggered activity times between camp groups.

Camp Activities

When scheduling activities, day camp staff will consider lower risk activities that have limited to no exposure. Activities that require campers to interact with each other within social distancing guidelines (less than 6ft.) and/or with shared supplies/equipment for longer than 5 minutes must wear a mask. All other activities that allow social distancing and/or shared supplies/equipment used for less than 5 minutes do not have to wear a mask. Before and after each activity, campers and staff will be asked to wash and sanitize their hands. No field trips are permitted at this time. Non-essential visitors and guests will be limited.

When camp staff is selecting activities, they will be asked to consider:

- 1) Amount of necessary touching of shared supplies, equipment, and gear
- 2) Amount of time campers interact with each other
- 3) Ability of participants to engage in social distancing
- 4) Size of the group

Camper Drop Off and Pick Up

In front of each camp group tent, there will be a check in/check out table. Parents are asked to social distance 6ft. during the check in/check out process.

- 1) Hand hygiene stations will be available at check in/check out so campers and parents can clean their hands.
- 2) Direct contact with parents will be limited to the extent possible.
- 3) Camp Directors will be administering the health screenings.
- 4) Only one parent will be asked to drop off/pick up each camper.
- 5) Parents are asked to stay onsite until their child is clear to stay for camp.

Transportation

RARA Day Camps will avoid non-essential travel. If travel is necessary, bus travel will be modified to allow for social distancing.

- 1) Before boarding:
 - i) Face coverings are put on by all staff and campers.
 - ii) All campers and staff will wash or sanitize hands.
- 2) While traveling:
 - i) Physical distancing will occur while campers and staff are on the bus. When vehicle capacity doesn't allow individual physical distancing, camp groups will sit together and physically distance between other camp groups.
- 3) After travel:

- i) Bus will be cleaned and disinfected between camp groups or route runs.

Cloth Face Coverings

When RARA Day Camp Staff Members and Campers Must Wear Cloth Facial Coverings

- 1) While indoors
- 2) When social distancing of 6ft. or more is not possible for longer than 5 minutes at a time
- 3) While in a vehicle

Rochester Area Youth Cycling Club Procedures

Responsibilities of Coaches

- 1) RAYCC Coaches must perform daily screens to all coaches, parent volunteers, and participants before participation (see pg. 10 for the COVID-19 Daily Monitoring Form). Coaches will be trained on the screening process.
- 2) Coaches must make sure all pre-health screening forms and waivers have been turned in by all participants. If there are any signs or symptoms recorded related to COVID-19, the participant will not be allowed to participate.
- 3) Hand sanitizer will be available and encouraged to use when all volunteers and participants arrive.

Responsibilities of Parent Volunteers and Participants

All parent volunteers and participants must turn in their 14 day pre-screening form and waiver prior to participation (see pg. 9 for Pre-Health Screening Form).

During Rides

- 1) All coaches, parent volunteers, and participants must adhere to 6ft. of social distancing before, during, and after rides. Masks are not required if social distancing can be enforced and exposure time is less than 5 minutes between individuals. If exposure time is greater than 5 minutes and social distancing cannot occur, a mask is highly recommended.
- 2) No water bottles, food, tools, equipment, or gear may be shared between individuals. No gum or spitting at any time.
- 3) Coaches may help with repairs if they use their own tools and social distance from the rider. Coaches are encouraged to disinfect the bike after repairing it.
- 4) Anyone not participating will be asked to remain in their vehicles or away from the activity. Parents/guardians are asked to stay on site until riders are cleared to participate.
- 5) Rides will consist of as many small groups as possible. These small groups must be the same small groups every ride. Start times may be staggered to help keep social distancing.
- 6) Physical contact, such as high fives or fist bumps, are prohibited.

Tennis Procedures

- 1) No Pee Wee classes this summer.
- 2) Red Ball, Orange Ball, Green Dot Ball classes will be limited to 4 students per court.
- 3) Junior Excellence, High School Varsity and Adult classes will be limited to 5 students per court.
- 4) Players will be separated 12' to 20' apart, as there are 7,200 square feet per tennis court (28,800 feet for four courts,) with plenty of room to spread out.
- 5) Class will be dismissed 10 minutes early and students will be encouraged not to linger at the site.
- 6) Parents will be encouraged to come "on the hour," and not arrive early.
- 7) Parents will be encouraged to "drop-off" students, or for parents with younger children there will be a limit to one parent per child, if they choose to stay.
- 8) Parents will be encouraged to social distance or wait in their cars if they stay on site.
- 9) Tennis Professionals will wash hands before and after all classes.
- 10) Hand washing station with hand sanitizer will be available for use.
- 11) Tennis Professionals will handle the balls – students will not handle tennis balls during drills.
- 12) There will be an emphasis on live ball drills, especially with the older children and adults.
- 13) Professionals will handle the hopper, pick up all balls when needed.
- 14) To practice serving, students can bring and mark their initials on their own can of tennis balls.
- 15) Students will use their racquet if they need to move tennis balls away.
- 16) Students will bring their own racquet and will not exchange racquets during class.
- 17) Students will bring their own marked water bottle and towel (if desired.)

Adult Softball Procedures

- 1) 6ft of social distance is required when engaging with individuals outside of your household and during activities at Borden Park.
- 2) Face coverings are suggested when utilizing bathrooms and other public spaces at the park.
- 3) New softballs must remain in their original packaging until they need to be introduced into a game. Balls will be sanitized each half inning and should be provided by the fielding team.
- 4) The bench area will be expanded to include the entire fence line to allow players to social distance.
- 5) Players should provide their own sanitizing products.
- 6) One manager per team will conduct a pregame meeting at home plate, all involved are requested to keep 6 feet social distancing during ground rules and coin toss.
- 7) Teams must exit the bench area within 5 minutes of their game time.
- 8) It is recommended that all players and umpires use their own equipment while participating. This includes gloves, bats, etc. If shared equipment is used, it should be disinfected between each players use.
- 9) The catcher and umpire shall position themselves during a player's at-bat to allow for social distancing.
- 10) Spectators should bring their own chairs and social distance around the entire field of play to allow social distancing.
- 11) Teams will provide the site supervisor with a verbal roster assignment prior to the start of the game to be entered into the league scorebook.
- 12) All bench areas must be completely cleaned prior to leaving the field. Anything you bring to the field should go home with you.
- 13) No spitting of sunflower seeds or tobacco products on the grounds of Borden Park. Used chewing gum should be deposited in a receptacle.
- 14) There will be no sharing of food or beverages from outside of a participant or spectators household any containers or waste products should be taken home after each game.