

Opening District #833 programs, clinics and classes – School Year 2020

TO: All SCHOOL YEAR Programming Advisors/Coaches/Renters

FROM: Napoleon Genereux, District Safety Coordinator, District Service Center

Thank you for your commitment to offering programming to our kids during this difficult time. The below protocols have been developed based on the CDC and MN Dept. of Health guidelines. These should be shared with all families. You will be expected to follow these guidelines for the duration of your activity, and by signing below, acknowledge your receipt of these guidelines and commitment to following them as an advisor/coach. If guidelines are not followed, your program may be terminated, or may be allowed to be completed by other advisors/coaches able to follow these directives. Parents are putting their faith in us that we will keep their children as safe as we can – so following these protocols is a requirement. Program COVID-19 Plans are required to be submitted prior to accessing district facilities.

- The following end time guidelines will need to be adhered to when using facilities. This is to ensure proper sanitation prior to the next day of classes. Weekend use will be reviewed on a case by case basis. Some exceptions may be made for district events and activities that require later hours.
 - Classrooms – 8:00 PM
 - Pools – 8:30 PM
 - Gyms and gymnastics rooms – 9 PM
- Participant, parent or guardian will be required to sign a Covid Waiver prior to attending camp/class/activity.
- Attendance will be taken daily to include a self-reporting process of health, wellness and situations of exposure.
- Signs will be posted when possible regarding social distancing, proper respiratory etiquette, hand washing and healthy participation requirements.
- Participants cannot participate if they or anyone in their family is ill, has a temp. over 100 degrees, has been in contact with someone who is ill, or has had an exposure to a positive COVID-19 case. Self-quarantine will be required for 10-14 days.
- The daily self-report will be conducted prior to each day's session. Each participant or parent will self-report current health to include
 - temperature check (affirm they do not have a fever, of any temperature),
 - respiratory check (affirm they do not have a new cough and no shortness of breath/difficulty breathing),
 - exposure check (affirm they have not been in contact with a potential or diagnosed COVID-19 case), and
 - other symptom check (affirm they don't have any other undiagnosed COVID-19 symptoms; see [MDH Decision Tree for People with COVID-19 Symptoms in Youth, Student, and Child Care Programs](https://www.health.state.mn.us/diseases/coronavirus/schools/exguide.pdf); <https://www.health.state.mn.us/diseases/coronavirus/schools/exguide.pdf>).
- The system for check-in needs to allow for social distancing as well as group control with no crowding.
- Records of attendance, the self-check affirmation, group assignment, group leaders, etc. need to be maintained until further notice and available for review upon request. These records are vital for contact tracing in the event of a confirmed illness.
- Participants will be encouraged to wash hands with soap and water prior to arriving.

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- Instructors/coaches need a backup plan in case of instructor illness to allow for the program to continue through completion. Instructors who become ill during the program will be sent home and be expected to quarantine for at least 14 days.
- Participants who become ill during programming, will be separated from activity and be expected to be picked up as soon as possible.
- All participants will be encouraged to report illness and/or exposure to ensure the safety of all participants.
- Parents will be encouraged to social distance during observation at outdoor facilities or stay in their vehicle or home for the duration of programming. Spectators will not be allowed inside for activities.
- **Group size must adhere to MDE and MDH guidance.** Before planning, please consult the following updated documents to assist you:
<https://www.health.state.mn.us/diseases/coronavirus/schools/socialdistance.pdf>
<https://www.health.state.mn.us/diseases/coronavirus/sportsguide.pdf>
<https://www.health.state.mn.us/diseases/coronavirus/sportsguidefaq.pdf>
- Participants smaller groups must remain together for the duration of the program (no co-mingling of groups). Large groups will need a plan based on total square footage of area, while maintaining the group size requirement and adhering to all social distancing requirements.
- All staff and participants will need to wear a cloth face covering.
- Participants will be required to have their own water bottle, clearly labeled with their name.
- Participants will be encouraged to bring their own hand sanitizer.
- For some programs, participants will be required to bring their own equipment.
- Frequent verbal reminders will be announced regarding not touching your face, social distancing, etc.
- All surfaces and equipment will be sanitized at the end of each activity by program coach/instructor. Each program will need to have paper towels and spray sanitizer on hand for equipment and surfaces. Renters will need to provide their own sanitation products. Rooms will be sanitized at the end of each day by custodial staff.
- Some program structures, times, dates, etc. are subject to change as guidance from the state changes.

By signing this form, you agree to follow all protocols outlined above and accept that if these protocols are not followed your program will be suspended or completed by other advisors/coaches. You will not be paid for the time that you are not available.

Program Lead Name: _____

Program Lead Signature: _____

Date: _____