

## **OPERATIONAL PROCEDURES FOR AFTER SCHOOL ADVENTURES PROGRAM**

The After School Adventures (ASA) Program will follow the guidelines outlined below to comply with local, state, school district, and CDC recommendations for operating youth programs. These considerations will supplement the policies and procedures already laid out in the City's *Youth Programs Standards of Care*.

### **Promoting Behaviors that Reduce Spread**

- Staff and students should stay home if:
  - Exhibiting COVID-19 symptoms (fever, chills, cough, fatigue, muscle aches, headache, etc.)
  - Have tested positive for COVID-19.
  - Have been in contact with a person who tested positive for COVID-19 within the preceding 14 days.
- Participants will be screened each day for signs and symptoms of possible COVID-19 prior to their participation in the program.

### **Health Protocols for Program Employees:**

- To reduce the spread of COVID-19 and maintain a healthy program environment, all staff will participate in COVID-19 training to include; appropriate cleaning and disinfecting, hand hygiene, respiratory etiquette.
- Upon arrival, staff will be screened each day for signs or symptoms of possible COVID-19.

### **Hand Hygiene and Respiratory Etiquette:**

- During program operation, staff and participants will be required to perform frequent handwashing and/or use hand sanitizer.
- Staff and participants will be encouraged to cover coughs and sneezes and to sanitize hands immediately after.

### **Face coverings:**

Face coverings will be worn by staff and participants as feasible and especially in times when physical distancing is not possible.

- Staff will be required to wear a mask during the following times:
  - When conducting participant pick-up.
  - When in close contact with a participant (ex. rendering first aid, assisting with an activity)
  - When conducting non-physical activities in the classrooms.
- Staff will not be required to wear a mask when they are conducting gym or outdoor activities.
- Participants will be required to wear a mask during the following times:
  - Engaged in non-physical activities.
  - When in close contact with staff or other participants.
  - When moving around to different areas of the building (ex. entering, exiting, using restroom).

## **Maintaining Healthy Environments**

### **Cleaning and Disinfection:**

- Staff will implement increased daily sanitation protocols for common surfaces, restrooms, and recreational equipment.
- Recreation Supervisors will be responsible for ensuring the health protocols are being successfully implemented and followed.

### **Shared Objects:**

- Items that are difficult to clean or disinfect will not be shared.
- Adequate supplies will be maintained to minimize the sharing of high touch materials and equipment to the extent possible.
- Supplies and equipment will be limited to use by one group of children at a time and clean and disinfected between use.

### **Modified Layouts:**

- When possible, seating will be arranged to create distance between participants.

### **Snacks/Water:**

- The City will provide pre-packaged snacks. Participants are not allowed to share food.
- Participants should bring a water bottle, drinking fountains are not available.

## **Maintaining Healthy Operations:**

### **Identifying Small Groups and Keeping them Together (Cohorting)**

- Each day, campers and staff will be separated into groups that remain consistent with the same participants.
  - Ratio: 1 staff to 15 participants.

### **Facility Visitors and Access to Program Facilities:**

- Non-essential visitors will not be allowed into the building at any ASA program site.
- Essential visitors (police, fire, CPS, health dept.) will be pre-screened before entering the facility.
- Parents or guardians will only be allowed in the main office area to pick up their child(ren) and may not access other areas of the facility.

### **Outbreak Response:**

#### **Participants:**

- In accordance with the current standard set forth in the City's Youth Programs Standards of Care for infectious outbreaks, staff shall notify parents or authorized persons should an individual in the program become sick with COVID-19 symptoms.
- Children should not come to the program, and their parent or guardian MUST notify ASA staff, if the child becomes sick with COVID-19 symptoms, tests positive for COVID-19, or the child has

been exposed to someone with COVID-19 symptoms or someone with a confirmed or suspected case of COVID-19 within a 14 day period.

- Staff will immediately separate any staff member or child with COVID-19 symptoms.
- Participants may not return to the program until they have met CDC's criteria to discontinue home isolation which include:
  - 10 days since symptoms first appeared and
  - 24 hours with no fever without the use of fever-reducing medications and
  - Other symptoms of COVID-19 are improving\*

\*Loss of taste and smell may persist for weeks or months after recovery and need not delay the end of isolation

<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html>

**Staff:**

- Upon arrival, if staff is exhibiting signs or symptoms of COVID-19 they will immediately be sent home and not allowed in the building.
- Parents will be notified that a staff member has tested positive.
- Staff will follow the City's protocol for testing positive and will be monitored by the North Texas Infectious Diseases Consultants (NTIDC).
- Staff may not return to work until they have been released by NTIDC.