BGRRV Modified Operating Procedures Summer 2020

BGRRV is implementing additional measures in an effort to protect youth and staff from exposure to COVID-19. Infection control and risk assessment methods are based on a combination of guidances in accordance with the CDC, ND Department of Health and ND Department of Human Services recommendations as follows:

1. **Training**
   BGRRV will provide training to all staff members about the sources of exposure to the virus, the hazards associated with that exposure, and appropriate workplace protocols in place to reduce the likelihood of exposure.
   - Staff will be trained to take everyday preventive actions to prevent the spread of respiratory illness.
   - Staff will be trained about how to isolate individuals with a positive or presumptive positive case of COVID-19 as provided by the CDC guidelines.

2. **Personal Hygiene**
   BGRRV shall reinforce personal hygiene habits.
   - Staff and children will regularly wash hands with soap and water for at least 20 seconds throughout the day.
   - Staff will ensure handwashing occurs before and after snacks or lunch, medication administration, at entry to facility, and after breaks for both staff and children.
   - Staff and youth will be reminded to cough or sneeze into elbow.
   - Staff and youth will be reminded to avoid touching their own eyes, nose, or mouth with unwashed hands.
   - Staff and youth will promptly wash hands that are visibly soiled.
   - When soap and running water are unavailable, an alcohol-based hand rub with at least 60% alcohol will be used.
   - All staff members shall practice good daily hygiene measures including showering and wearing clean clothes.

3. **Experiencing Illness**
   BGRRV will require youth and staff to stay home if they are feeling sick or if they have a sick family member in their home. Anyone who becomes sick or arrives sick will be isolated and sent home as soon as possible and will not be able to return without a Doctor’s note allowing them to work or attend the Club.

   BGRRV shall have a space for staff or children who appear to or become ill while at the site. Anyone who develops respiratory illness symptoms will be isolated in an area separate from others.
   - Ill staff will be sent home immediately.
   - Ill children will be given a child mask while waiting for pick-up.
   - Guardians or emergency contacts of an ill youth will be called and given 30 minutes to pick up the child.
4. **Group Size**
BGCRRV will ensure an adequate number of staff on site to meet required staffing ratios as established by state or federal authorities. BGCRRV will group no more than 14 children and 1 staff member together at any one time. The ND DHS standard of 35 square feet per child will still apply.
- When possible, groups will include the same children each day and the same staff member.
- No special events such as talent shows or family nights will occur.

5. **Intake Screening**
Each day all children and staff will be screened before entering a BGCRRV facility in accordance with the ND DHS. All parents and staff must answer No to the following questions:

- Have you tested positive or been diagnosed with COVID-19 in the last 10 days?
- Have you had any known contact with someone who has tested positive for COVID-19 in the last 14 days?
- Have you had new onset of symptoms you feel are consistent with viral illness?
  - Fever of 100.4 or greater OR
  - Loss of taste or smell OR two or more of the following:
    - Runny nose/congestion
    - Cough
    - Shortness of breath or difficulty breathing
    - Headache
    - Chills
    - Muscle/body aches
    - Sore throat
    - Diarrhea
    - Vomiting/nausea

IF the answer to all three screening questions is ‘no’ and their temperature is below 100.4 degrees F, the child or staff can enter the facility after cleaning their hands using a 60% alcohol hand sanitizer. IF the answer to any of the three screening questions is ‘yes’, the staff or parent should be directed to contact their health care provider if ill, or visit ND Department of Health website for further guidance and entrance to the facility should be denied.

6. **Personal Protective Equipment**
While preforming an intake wellness check, staff will wear a facemask, face shield, and gloves.
- Temperatures will be taken using a temporal scan thermometer that is sanitized after each use.
- Staff working with youth will not be required to wear facemasks, but will be provided a facemask by BGCRRV at their request.
- Youth will not be required to wear a mask; however, parents are welcome to send one with their child(ren).

7. **Temperature Checks**
Youth temperatures will be rechecked before the scheduled lunchtime.
8. Limited Site Occupancy
No adult will be allowed to enter a BGCRRV programming area without permission and protocols followed such as: temperature taken, answered no to all wellness questions, hands washed and/or sanitized.

- Parents will be asked to remain outside of the program area at drop off and pick up times.
- Parents will be required to accompany their youth to the vestibule of the facility and be present to answer questions.
- Parents will be required to sign their child into the program.
  - Pens will be sanitized between use.
- Parents or authorized pick-ups will be required to call the BGCRRV site phone at pick up and remain outside.
- Parents or authorized pick-ups must be prepared to show identification.
  - The youth will be accompanied to the vestibule by staff.

9. Personal Belongings
Please refrain from sending unnecessary personal items with your child.

10. Cleaning Protocols
BGCRRV shall intensify cleaning, sanitizing and disinfecting in accordance with Child Care Aware and CDC recommendations. All staff will follow a frequent cleaning and sanitizing schedule and initial after each task is complete.

- Frequently touched objects and surfaces will be cleaned with a soap and water solution before sanitizing. This includes tables, equipment, and toys.
  - Toys that cannot be cleaned or sanitized will not be used.
- Other surfaces such as doorknobs, handles, light switches, chairs, countertops, cubbies, handrails, and playground equipment will be sanitized at regular intervals.
- Bathrooms will also be cleaned and disinfected at regular intervals.
- Vans and buses will be cleaned with sanitizer after each use.
- BGCRRV will ensure adequate supplies are available including hand sanitizer, soap, paper towels, toilet paper, and approved cleaning, sanitizing, and disinfecting agents.

11. Adherence
Child safety is our #1 priority. Under no circumstances shall any of our enhanced safety practices and best practices be compromised. Child safety is non-negotiable, regardless of any relaxed legal requirements or liability exemptions. If a child refuses to comply with site rules, an authorized adult will be required to pick up the child immediately.
12. Confirmed COVID-19 Case
If there is a confirmed positive case of COVID-19 in any BGCRRV facility, the North Dakota Department of Health may recommend that the facility be closed for 72 hours to allow for contact tracing and make recommendations for which close contacts should be quarantined and excluded from the childcare.

- The confirmed case of COVID-19 must be excluded from the childcare for 10 days after the onset of symptoms and be fever free for 72 hours (without the aid of medication) and have improvement of respiratory symptoms, whichever is longer.
- Close contacts to a confirmed case of COVID-19 will be quarantined (must stay home) for 14 days from their last exposure to a case.
  o A close contact is defined as someone who is within six feet of a confirmed case for 15 minutes or greater. It may also be someone who is directly coughed on or exposed to a case’s secretions.
  o Close contacts will be identified by the NDDoH during the investigation. In a childcare setting, close contacts to a case are often staff and children in the same room as a case. This often means that certain rooms in a childcare have to be closed for 14 days. If staff or children are in multiple rooms (float), then this may mean the entire childcare has to close for 14 days.

13. Offsite Activities
Park District activities and other field trips will continue when appropriate modifications can be met. All field trips will be announced in advance to give parents adequate time to determine whether to allow their child to participate and make alternate childcare arrangements.

14. Bussing Procedures
1. Sunscreen applied
2. Bug spray applied
3. Youth put on a mask
4. Hand sanitizer given right before entering the bus
5. Youth will sit in their own seat and spread out (whenever applicable)

Drivers, Staff and Youth will wear a mask at all times while riding the bus.
Activity Aides/Staff will carry hand sanitizer in backpacks along with enough masks for all parties riding the bus.
Activity Aides and Drivers will sanitize the busses when empty of Youth and in between uses/routes.

Disclaimer
The COVID-19 situation is fluid and we reserve the right to adjust policies and procedures when necessary to maintain the health and safety of children and staff.