



# B&GC Clifton Fall All-Day Virtual School @ the Club

## Key Procedural Changes

- Parents will not be allowed to enter the building for member drop off or pick up. Parents will drop members off curbside and stay in the car
  - Students will be signed in/out daily by a staff member.
- Daily health screenings will be done for each member curbside.
  - This will include simple health questions, temperature reading, and observation.
- Members who pass the health screening will go to a hand sanitizer station before entering the building.
- Each member will be directed with physical distancing to their classroom and assigned a personal space.
- Students and staff will stay in their assigned room the entire day, except for bathroom breaks.
- Individual personal spaces, supplies and small classroom sizes will help ensure physical distancing rules and reduce student mingling. (10 members per group)
- Bathrooms will be sanitized after each group visit.
- Breakfast & Lunch and snack will be provided to each member. Lunch from home can be brought as long as it is in a disposable container or brown paper bag. No external food deliveries.
- Common areas will be sanitized throughout the day.
- Program hours have been reduced to 7:30 a.m. – 5:30 p.m.
  - Drop off will be from 7:30 a.m. 8:00 a.m. If middle school students are not checked in by 7:45 a.m. they will be late for virtual school classes. If elementary school students are not checked in by 8:15 a.m. they will be late for virtual school classes.
  - There will be no early drop offs and no late pick-ups.
  - Wrap around services have been suspended until further notice.
- All payments and changes can be completed over the phone, via e-mail, online or with communication envelopes/mailboxes available at the curbside admin check in station.  
(See Attached)

## Health Screening at Arrival

- Temperature of each member/staff will be taken with an infrared thermometer so that no physical contact takes place between members and staff members.
- A visual inspection and health questionnaire will be performed by staff prior being permitted to enter the facility or participate in camp programming.

### **Symptoms related to COVID-19 include:**

- 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
  - Diarrhea
- Member & Staff with a temperature of 100.4 OR above OR show any signs of illness will NOT be admitted in to the Boys & Girls Club.
  - Members & Staff that have no signs of illness will put a mask on, sanitize their hands, and be escorted into the building.

## Infection Control

- Communicate and educate staff, parents, and members in COVID-19 safety measures.
  - Staying home when ill.
  - Proper hygiene and respiratory etiquette
  - Wear face coverings
  - Avoid touching your face as much as possible
  - Reporting illnesses and symptoms to the Camp Health Director or other personnel at the camp immediately.
- Face coverings are encouraged to be worn by members and required of all staff.
- If an individual has tested positive for COVID-19 the camp will immediately notify the Local Health Department. (See FAQ)

## Snap Shot of Program

- Upon entering the building, members will be directed to their classrooms by staff in complete adherence of social distancing rules.
- Each member will have their personal work space (chair, supplies)
- A staff person will be assigned to each classroom and will stay in the room with a group of 10 members.

- Restroom/ wash hand breaks will be given in the morning and afternoon.
  - Restrooms will be sanitized after each group and FREQUENTLY throughout the day.
  - There will be hand sanitizers in each classroom.
- Program activities will include completing Virtual School Classes, STEM, Arts & Crafts, Literacy, Social Emotional Learning, Physical Activities and Themed Activities.
- In addition to Gym Time our members get physical activity during each class.
  - Activities such as stretching, yoga, exercise & dance.

### **Parent Drop Off & Pick Up (See Drop Off & Pick up Map attached)**

- We are asking parents to drop off after 7:30 a.m. in order to help control parking lot congestion.
- Staff will greet members curbside as they arrive each morning. members will remain in their car until screening and questionnaire are performed.
- Ideally, we would like the same parent/guardian to drop off/pickup members each day.
- Parents will call 10 minutes prior to pick up. Staff will then have members come out for pickup.

### **Cleaning & Sanitization**

- Staff will be trained on routine cleaning procedures of their rooms and the facility.
- Restroom breaks will be staggered so it can be cleaned and sanitized after each group usage.
- We have electrostatic sprayers and ultraviolet light sterilizers to sanitize surfaces and the building more efficiently and effectively.

### **FAQ**

- Will my child need to wear a mask throughout the day?

- It is understood that face coverings may be challenging to members to wear in all-day settings, but each members will be encouraged to wear a face covering throughout the day.
- Will staff be checked for signs of illness and be required to wear a mask?
  - Yes, to ensure the safety of the members as well as our staff, our staff will undergo health screenings before entering the building and throughout the day.
- How big will the groups of members be?
  - Members will be in groups of 10. Each group will remain with the same staff and group throughout summer camp.
- Will common areas/bathrooms be sanitized?
  - All common areas and bathrooms will be sanitized after each group usage, FREQUENTLY throughout the day and after closing.
- Can my child bring their own hand sanitizer?
  - Yes, as long as the child is the only one touching/using it.
- What will happen if a member becomes diagnosed with COVID?
  - If the Boys & Girls Club of Clifton (B&GCC) becomes aware that an individual tests positive for COVID-19, then we will immediately notify the Department of Health-Youth Camp Project, Clifton Health Department, staff and families of a confirmed case while maintaining confidentiality.

The Boys & Girls Club of Clifton procedure for when someone tests positive for COVID-19:

- Staff will maintain daily membership attendance, cohort lists, room assignments and staff timesheet records to assist in contact tracing.
- B&GCC will also maintain video records for 2 weeks to provide additional surveillance records of staff & membership.
- B&GCC will immediately notify the Department of Health-Youth Camp Project and the Clifton Health Department of those who test positive.

Actions to take in response to individuals exhibiting signs and symptoms of COVID19 (e.g. fever, cough, shortness of breath) while on-site:

- Bingo Stage will be utilized as the isolation space. The isolation space will be staffed by personnel utilizing personal protective equipment (PPE), including: face shield, mask, gloves and gowns provided by B&GCC.
- Staff will immediately separate the ill person from the well people until the ill person can leave the camp. The caregiver attending the ill member and the member will wear a face covering; and maintain social distancing within the care area.
- Staff members will be sent home and advised to follow, "What to Do If You Are Sick" from the CDC.

Response to notification that a staff or member has tested positive for COVID-19:

- The camp health director will contact the Clifton Health Department and State Health Department.
- Youth Camp Safety Project, for guidance.