



BOYS & GIRLS CLUBS
OF GREATER ST. LOUIS



BGCSTL'S Club Member Guide to a Fun and Safe Summer COVID-19 REOPENING PLAN

SUMMER 2020
June 22 – August 7, 2020

“Young people, deserve the BEST of us so they can be better than US!”
Dr. Torie Weiston-Serdan

BGCSTL is committed to serving all youth, particularly those who need us most. Afterschool and summer learning programs must accommodate children who may be falling behind due to school closures. New approaches have been created and deployed to ensure quality learning opportunities are available for those who are most at risk, including those who may be particularly vulnerable to the inefficiencies of virtual learning, such as those with limited access to technology and high-speed internet service.

Admission

Given the limited capacity and our short recruitment and registration time, we have decided to continue our tradition of first come, first served enrollment process.

NEW FOR PARENT/GUARDIAN: Assumption of the Risk and Waiver of Liability Relating to Coronavirus/COVID-19

As you know, the novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. COVID-19 is extremely contagious and is believed to spread mainly from person-to-person contact. As a result, federal, state, and local governments and federal and state health agencies recommend social distancing and have, in many locations, prohibited the congregation of groups of people. Boys & Girls Clubs of Greater St. Louis has put in place preventative measures to reduce the spread of COVID-19; however, the Club cannot guarantee that campers will not become infected with COVID-19. For this reason, we have added a new waiver. **Families may NOT participate in any BGCSTL camps, after-school, event and/or activities sponsored by us without completing and submitting the waiver.**

Program Capacity and Space Breakdown

The Boys & Girls Club of Greater St. Louis has aligned with the Center for Disease Control and Prevention (CDC) and local guidelines for health and safety best practices by reducing its capacity for each building and limiting all program spaces to 10 people. The staff to member ratio will reduce to 1:9 and all persons will work to be positioned at least 3 to six feet apart (see *Boys & Girls Clubs of Greater St. Louis Safe Club Playbook page 22 for full details*). Each group will take turns using the outdoor and specialty spaces (Art Room, Music Studio, Cafeteria, Teen Tech Center/Computer Labs, Theatre, Games Room and Gym).

| Program Capacity, Space Breakdown and Club Site Infrastructure for 1:9 Ratio | | | | | | | |
|------------------------------------------------------------------------------|-----------------|---------------------------|-----------------------------------|----------------------------------------------------|--------------------------------|-------------|------------|
| | Program Spaces* | Total Enrollment Capacity | Expected Average Daily Attendance | Program Professional Count (based on ADA/Ratio) | Program Staff Ratio to campers | Maintenance | Green Team |
| Adams Park Club | 10 | 100 | 90 | 10 | 1:9 | 2 | 6 |
| Herbert Hoover Club | 10 | 100 | 90 | 10 | 1:9 | 3 | 6 |
| O'Fallon Park Club | 5 | 55 | 45 | 5 | 1:9 | 1 | 3 |
| Teen Center of Excellence | 10 | 100 | 90 | 10 | 1:9 | 2 | 6 |

Enrollment Process

Parents can enroll kids on-site beginning June 8th from 9am-6pm Monday through Friday.

Safety Protocol & Expanded Measures

Upon enrollment, parents will be asked to undergo a virtual Zoom orientation session and will also be asked to review our **“Club Member Guide to a Fun and Safe Program”** with their children and reinforce the importance of compliance and safety. The parent virtual Zoom orientation sessions are scheduled for June 18 and 19, 2020 at 5pm.

BGCSTL plans to open for Summer 2020, the health and wellness of our member and employees is our number one priority. In order to do so, we are limiting the number of members we accept and will only be opening 4 sites within our organization. While our other school-base buildings remain closed to members, we will continue to work with members who are not able to attend through our SAFE (Virtual Club Experience).

Parent Orientation

1. Site Director/Coordinator will reach out to parents once enrollment is complete and share the coordinate virtual Parent Orientation sessions (June 18 and 19, 2020 at 5pm).
2. Site Director/Coordinator will conduct via Zoom the Parent Orientation and will review program details, parent and member expectations, and safety protocols which includes a BGCSTL video teaching campers the following:

Club Member Guide to a Fun and Safe Summer

- A Avoid touching your face
- B Be consistent in washing your hands
- C Cough & sneeze in a tissue or in your bent elbow
- D Distant yourself from others at least 6 feet
- E Embrace the club safety Rules and Guidelines
- F Feeling Sick - Stay home or report to your counselor immediately

3. Club leaders will communicate with parents via Remind and the Vice President, Marketing & Communications will send out a final reminder to all parents to ensure participation.
4. Each Site Director/Coordinator are required to track the participating camper's caregiver. Parent can sign in the Zoom's chat room so we can capture a record of attendance.

Orientation Zoom Information - Links

Herbert Hoover Club:

June 18, 2020, 5:00 PM Central Time

Join Zoom Meeting: <https://zoom.us/j/95790792290>

Meeting ID: 957 9079 2290

June 19, 2020, 5:00 PM Central Time

Join Zoom Meeting: <https://zoom.us/j/94104463154>

Meeting ID: 941 0446 3154

O'Fallon Park Club

June 18 and 19, 2020, 5:00 PM Central Time

Join Zoom Meeting: <https://zoom.us/j/94795947756?pwd=QnluT3ZDM1RjaXpySFFqTlhUM1ZLZz09>

Meeting ID: **947 9594 7756**

Password: **580299**

Teen Center of Excellence

June 18, 2020, 5:00 PM Central Time

Join Zoom Meeting: <https://zoom.us/j/94006276535>

Meeting ID: 940 0627 6535

June 19, 2020, 5:00 PM Central Time

Join Zoom Meeting: <https://zoom.us/j/97456147335?pwd=SEx5dUg5T2tGbi9mOFRUR2RmM2c4dz09>

Meeting ID: 974 5614 7335

Adams Park Club

June 18 and 19, 2020, 5:00 PM Central Time

Join Zoom Meeting: <https://zoom.us/j/96630242819>

Meeting ID: 966 3024 2819

Program Model

The Club will shift its rotational program model to better support the new environment for social distance learning. Except for specialty activities, gym and outdoor breaks, members will remain in their designated learning space for the duration of the program and will experience academic reinforcement, enrichment, and wellness curriculum daily. Members will continue to be grouped according to their age. The Club will operate June 22 – August 7, 2020 (*Closed Friday, July 3rd in observance of Independence Day*) from 7:30am to 5:30pm per day (7:30am-8:30am Breakfast, 8:30am-5pm Camp and 5pm-5:30pm Camp Dismissal) Monday through Friday. All field trips, talent shows, family events, aquatic activities and other large group gatherings, are all cancelled this summer.

Social Emotional Support

The Club will leverage the expertise of Master Social Workers professionals to provide member support sessions, workshops, wellness content to our Club members, and to train our team to respond appropriately to any indication of emotional stress.

Parent Expectations

Parents are asked to support the Club in providing a safe space for our members and staff by informing the Club of any changes to their child's health or community exposure. If a child exhibits any symptoms of fever, runny nose, coughing, or shortness of breath, parents are asked to keep them home until their symptoms have subsided for 14 days without the assistance of medication. Parents are expected to answer a health questionnaire daily upon drop-off and authorize the Club to take daily temperature checks (once upon arrival and again in the afternoon or if members are believed to be symptomatic) on their child(ren) prior to admission into the program. Each morning a BGCSTL's Green Team will greet each Parent at curbside to take camper(s) temperature from 7:30am-9:30am. If staff is not located outside of the building, please call the facility, to have a staff meet you outside. Parents must stay on site and get the "ok" before members is allowed to enter the building and parent leave.

A child with a temperature of up to one hundred degrees Fahrenheit (100°F) by mouth or ninety-nine degrees Fahrenheit (99°F) under the arm may remain in care if no other qualifying symptoms are present. A child with a Fever over one hundred degrees Fahrenheit (100°F) by mouth or ninety-nine degrees Fahrenheit (99°F) under the arm will not be allowed to enter the Club or will be sent home if they exhibit this or other qualifying symptoms while at the Club.

Designated Club staff will be outside during Parent pick up time 4:30-5:30pm. If designated staff is not outside, parent/ guardian will call facility upon arrival, state your name and the member(s) name you are picking up. Front desk staff will check to make sure the person calling is listed as an emergency contact, permitted to pick up. Parent/ Guardian must stay in their car/outside. Members will be called up front when their parent/guardian arrives.

Parents are not allowed in the building. If a parent has an issue, the discussion will take place via phone or a meeting may be scheduled at least 24 hours ahead of time with Club Director/ Site Coordinator.

Staffing

As part of enhanced safety and health protocols, the Club will staff each building with one Director/Site leader to oversee the GREEN TEAM. The Director/Site leader and Green Team will handle the pick-up and drop-off process, temperature checks, daily health questionnaires', sanitizing and disinfecting of rooms and the building and address any issues that arise regarding COVID-19 matters for families and campers, one Program Professional per camper group to run programs, and maintenance staff will work to ensure cleanliness throughout and provide additional support as needed. All staff will undergo extensive training of enhanced safety protocols, and observation.

Staff Uniform and Break Requirements

To address safety and easily identify ALL staff must wear close-toed shoes, Boys & Girls Club polo and/or t-shirt and lanyard with personal hand sanitizer at all times. **Jackets, sweaters, vests may not be worn over shirts, however, a long sleeve shirt worn under the shirt is permitted.** Long hair should be pulled back away from the face. Staff are asked to arrive to the site with newly washed clothes every day. This summer each program staff will receive an additional 4 new blue BGCSTL t-shirts and each Green Team member will receive 5 new green BGCSTL Green Team t-shirts along with a personal drawstring bag full of organizational issued PPE health and safety items. Each Club Director/Site Coordinator has developed a lunch break schedule. The schedule must be adhered to throughout the summer.

Program Delivery

All members will receive a **Club Safety Briefing** at the start of their day and after lunch to remind them of the importance of social distancing and maintaining good hygiene practices. BGCSTL staff have received additional training around fostering a safe learning environment and are encouraged to clarify expectations and institute best

practices for behavior management in the event an issue arises. In the event there is an incident (behavioral or injury) parents will receive a call from staff and will be emailed a completed report. Emails will be sent to the primary contact according to membership applications.

Member Expectations

Safety remains the number one priority of Boys & Girls Clubs of Greater St. Louis, and we are doing everything possible to keep children and staff protected from the COVID-19 virus. Given the state of the virus in our community, the Club plans to reopen on June 22nd with the following limitations for attendance in place:

Members participating in the program are expected to follow Club policies surrounding behavior, hygiene, health practices, social distancing, and any recommendations outlined by the CDC. Members must be able to participate in program at their designated space and follow instructions of BGCSTL Program Professionals and any site staff in order to ensure their safety.

Members who show disregard for Club policies or exhibit intentional disruptive behavior may be asked to leave the program.

HYGIENE: Hand washing is a must.

First week of camp each Club location has planned to teach members how to properly wash their hands. Each group will use Glo Germ Gel which is a great tool for teaching and learning hand washing habits. This Gel Lotion simulates real germs and glows under UV light to help see how much is missed when washing. The Club will require all members and staff to follow CDC recommendations for reducing transmission, maintaining healthy business operations, and a healthy work environment including but not limited to:

1. Wash Hands:
 - a. Upon entry into building
 - b. After using the restroom
 - c. Before/After eating
 - d. After Outdoor Play (each Club will have access to a portable hand washing station)
 - e. Before/After any health assessment or screening of any staff or member

Masks

All campers ages 9 and up are required to bring a face masks. Cloth face coverings should be washed after each use. Homemade face masks are permitted on BGCSTL premises and transportation but we asked that the masks not be worn anywhere except the Club and that they are washed after each use.

Personal Items

All staff and members are asked not to bring in any personal items. Staff cell phones must be sanitized upon entry into the building.

Safe Program Space

1. Children shall not change from one group to another
2. Each group shall be in a separate room. Groups shall not mix with each other.
3. Program Professionals shall remain solely with one group of children throughout the course of the day except.
4. If children rotate from one space to another, the room & equipment will need to be sanitized prior to having another group.
5. Only items that can be sanitized/cleaned daily are authorized to be used as part of program (wood, plastic, metal, etc.). Items that cannot be washed or sanitized daily at the facility will be prohibited (stuffed animals, plush toys, etc.).
6. Limit sharing: BGCSTL will ensure adequate supplies to minimize sharing of high touch materials (art supplies,

equipment, etc. assigned to a single camper) or limit use of supplies and equipment by one group of children at a time and clean and disinfect between use. **Each camper will be issued a drawstring bag with individualized supplies for the summer.** Bags will remain at the Club until the end of camp. Bags will be sanitized each day.

Facility Preparation

1. If space is available remove access chairs/tables into storage. If there is not storage available, then SAFELY stack up additional chairs and store in area members will not be using.
2. Declutter: Remove as much and as many items as possible that are not used for programming, such as; board games, books etc. If unable to remove to a separate area, then “cover items up”.
3. If there are rooms that are not in use and can be locked, then lock unused spaces.

We Will Not Use Water Fountains

We have purchased water bottles for each camper (for all sites) and water coolers (5 for APC, HHC and 4 OFPC). We made this purchase because water fountains should not be used (all BGCSTL will be shut off) as guidelines recommend. TCOE water fountains will not shut off because they have the ability to fill the water bottles. Campers should not put their mouths on the fountains. Each Club leader will work with staff to help kids keep up with the water bottles. Clubs may develop a decoration activity with the kids.