City of Capitola
2021 Junior Guard Summer Program
Important Information for
Parents and Guardians

Capitola Recreation has worked in close collaboration with Santa Cruz County recreation districts and the County Health Officer to ensure we operate according to the current guidance for recreational institutions. We are very excited to provide Junior Guards during this unprecedented time. To minimize the risk of COVID-19 in our program we have added procedures for staff, participants and families to follow. Your cooperation will ensure our program remains open and available throughout the summer. Please read this carefully and discuss with your Junior Guard participant before arriving.

Our program will be operated in strict accordance with CDC COVID-19 guidance and recommendations, follow the social distancing, sanitation, and hygiene practices described in the following link: https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/index.html and are subject to change as additional health orders and/or guidelines are released.

Group Structure and Expectations

Following Public Health Department guidelines, each group will consist of 14 participants, 2 Instructors and 1 U-19 Volunteer. Groups will be stable and not mix with any other group. Staff and participants will remain in the same group each day. **Switching groups will not be allowed.** Each group will maintain a 6-foot distance from any other group.

Programming

- Capitola Junior Guard 2021 program provides ocean safety and fitness activities. This is a modified program and significantly different from previous Junior Guard programs.
- Participants can expect to engage in fitness games, ocean swims and ocean safety education within their stable group.
- Coordinators will develop activities or limit activities as the local health conditions continue to develop throughout the summer.

Bathrooms

- Participants will have access to the public bathrooms located at the Esplanade.
- Instructors will encourage hand washing in the bathroom and have hand sanitizer available for use.
- Capitola Public Works cleans and sanitizes these bathrooms regularly according to CDC guidelines. The bathrooms are equipped with touchless flush valve, sinks and hand soap.

Supplies

- Each Participant should arrive to program having already applied sunscreen and with extra for later applications. If a participant needs assistance with additional applications a spray-on sunscreen will be used by instructors.
- Participants will need to wear their uniform each day.
- Participants should provide their own snack and water bottle.
Parent Drop-Off and Pick-Up

First Day Check In

• Check In will begin at 9am or 1pm. Early drop off will not be accepted.
• Each registration will receive a parking permit to assist in drop off and pick up. This permit will allow parking in the Beach & Village Upper Parking Lot, behind City Hall.
• The JG Coordinator will be stationed at the beach entrance to receive each participant and perform the Health Screening upon arrival. Parents or designated person will line up, maintaining 6ft distance, to complete their check in.
• Parents or designated person will need to park and accompany their participant to check in.
• If the line is very long, it is recommended to go for a short walk or remain in your car until a shorter line.
• Once the health screening is complete and the participant is checked in, good-byes will be said at the beach entrance and participant will join their assigned group. Parents will not be able to mingle about the groups or sit and observe the program.
• Ideally, the same parent or designated person should drop off and pick up the child every day.
• No pen should be shared.
• Please allow for this first day drop off to take extra time.

Check In for remaining days of the session

• Check in will begin at 9 am or 1 pm. Early drop off will not be accepted.
• The JG Coordinator will be stationed to receive each participant and perform the Health Screening upon arrival.
• Parents or designated person will need to park and accompany their participant to check in.

Check Out

• Check out will be at 12 noon or 4 pm Late pick up will be charged a $1 per min fee.
• Parents or designated person should not enter the beach but remain on the Esplanade and greet their participant at check out.
• Instructors will keep participants in their group distanced from the Esplanade until the participant reports seeing their parent or designated person. The participant will be dismissed from the group.
• Early check out will need to make special arrangement with the JG Coordinator.

Bike Riders

• Every registered participant will need a parent or guardian to check them in the first day of the session.
• At check in, the parent or guardian will report their participant will arrive by bike for the remainder of the session and will answer the following question:
  o Do you understand that if your child arrives with a fever or displays any symptoms, they will be sent home from the program?
  o There are a limited number of bike racks available.
• It is not recommended for any participant under the age of 12 to arrive to program by bike.

Health Screening Upon Arrival

• Staff and parents will be required to respond to the following questionnaire daily upon intake.
  o Do you or your child live with, or have you had close contact with anyone with:
    ▪ a prolonged cough?
    ▪ fever or cold or flu-like symptoms?
- anyone who has been diagnosed with COVID-19 within the last 14 days?
- diarrhea or vomiting within the past 24 hours?
  - Do you or your child have a fever, cough and/or shortness of breath?
    - For children, fever is 100.4 degrees for forehead and ear thermometer, 99 degrees or higher with an armpit thermometer, or 99.5 with an oral thermometer.
  - Staff will make a visual inspection of the child for signs of infection, which could include flushed cheeks, fatigue, extreme fussiness, etc.
  - Staff will conduct temperature screening using the protocol provided below.
  - Staff will record any symptoms in the daily health log.

**Persons who have a fever or other signs of illness will not be admitted to Junior Guards.** A child can return to the program after they have been symptom and fever free for 72 hours (without the use of medicine) AND wait a full 10 days since onset of symptoms. Parents are encouraged to be on the alert for signs of illness in their children and to keep them home when they are sick.

**To check an individual's temperature, staff will...**

- Perform hand hygiene
- Put on a face covering and a single pair of disposable gloves
- Check individual’s temperature
- If disposable or non-contact thermometers are used and the screener did not have physical contact with an individual, gloves do not need to be changed before the next check. If non-contact thermometers are used, they should be cleaned routinely as recommended by CDC for infection control. If performing a temperature check on multiple individuals with a contact thermometer, ensure that a clean pair of gloves is used for each individual and that the thermometer has been thoroughly cleaned in between each check.
- Remove and discard PPE (Personal Protective Equipment) after screening has concluded.

**Sick children and staff are required to stay home.**

- Participants who arrive to Junior Guards exhibiting any symptoms, including a fever of over 100.4 degrees for forehead and ear thermometer, will not be signed into the program – they must return home with their parent. Their absence due to illness will be noted on the tracking chart and the Recreation Coordinator notified.
- Staff who arrive to the site with symptoms or a fever, or become ill during the course of the day, will return home – JG coordinators will immediately log this on the tracking sheet, call in a sub designated for JG. Under current conditions, an adult temperature of 99.5 and above is considered a fever.
- JG Coordinator will notify Recreation Coordinator so the cleaning staff can be advised of the situation.

**Signs of Illness During Program**

Participant will be monitored for signs of illness throughout the day including:
- Headache or tiredness, unable to participate in routine activities or need more care than staff can provide.
- Fever with behavior changes, difficulty breathing, uncontrolled coughing, unusually tired, persistent crying, etc.
- Open sores, rash, signs of infection, etc.
- Runny nose with colored mucus
- Nausea, vomiting or diarrhea
If participant is exhibiting any of the above symptoms, they will be physically separated from the group and will be required to wear a mask/face covering until pick-up. Parents/guardians are required to and must agree to pick up their child without delay if they are exhibiting these symptoms. A child can return to the program after they have been symptom and fever free for 72 hours (without the use of medicine) AND wait a full 10 days since onset of symptoms.

Health Hand Hygiene Behavior

All participants, staff, and U-19 will engage in hand hygiene at the following times:

- Arrival to the facility and after breaks
- Before and after eating or handling food, or distributing snacks
- Before and after administering first aid
- After using the toilet
- After coming in contact with bodily fluid
- After playing outdoors
- After handling garbage

Wash hands with soap and water for at least 20 seconds. If hands are not visibly dirty, alcohol-based hand sanitizers with at least 60% alcohol can be used if soap and water are not readily available.

- Staff will supervise handwashing of participants and use of hand sanitizer.
- Handwashing signs are posted in restrooms, above/near sinks.

Everyday actions to prevent the spread of respiratory illness.

- Wash hands often with soap and water, for at least 20 seconds. If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water if hands are visibly dirty.
- Cover cough and sneezes
- Wear Face Covering. Staff will wear a face covering unless the activity recommends otherwise. Participants are encouraged but not required.
- **Staff are required to wipe down frequently touched surfaces throughout the day.** Clean and disinfect frequently touched surfaces with the provided disinfectant, as follows:
  - Spray on the item or surface and let it sit for at least 2 minutes, then wipe away the excess.
  - All cleaning materials will be kept secure and out of reach of children and staff should ensure that there is adequate ventilation when using these products to prevent inhalation of fumes. Staff should wear gloves (and a face covering if they wish) while disinfecting and should dispose of them afterwards.

Key Documents / Resources / Links:
- CDC Guidance for School Settings
- Reminders for Using Disinfectants at Schools and Childcare Centers
- CDC Environmental Cleaning and Disinfecting Recommendations
- SUPPLEMENTAL ORDER TO SHELTER IN PLACE (issued April 30, 2020)

Please keep in mind that planning is still underway and health order guidance is subject to change.
WHAT IF?
Confirmed case of COVID 19
in a Junior Lifeguards site

Capitola Recreation may implement short-term closures of Junior Lifeguards if there has been an exposure to individual positive for COVID 19 at the Guards site or stable group.

Coordinate with local health officials
In the event of an exposure to COVID 19 at a Junior Lifeguards site or stable group, Capitola Recreation will work closely with local health officials to determine the best course of action for the Junior Lifeguards program that will mitigate spread and ensure the safety of the Guards participants. This will involve:

Possible 2 - 5 days dismissal
Short-term dismissals allow time for local health officials to gain a better understanding of the COVID 19 situation impacting the Guards site. Dismissals will be considered on a case by case basis and take into consideration most current guidance and spread specific to the community at the time of exposure.

Important considerations if Guards is dismissed:
- Local health official will investigate exposure. This will include:
  - Interview of positive case, or the guardians of the positive case
  - Close contact tracing & notification
  - Collaboration with Capitola Recreation to review daily symptom logs
- Please monitor for signs of COVID 19 for any exposed individuals and contact a physician if symptoms develop.
- In the event of a Guards closure, Capitola Recreation discourages staff, Guards participants and their families from gathering or socializing anywhere. This includes group childcare arrangements, as well as gathering at places like a friend’s house, a favorite restaurant, or a local business. This helps to ensure containment of spread.
- Capitola Recreation will seek guidance from local health officials to determine when participants and staff can return to Guards and if additional steps maybe needed for the community.

Communication with staff, parents, and students
Working with local health officials, Capitola Recreation will communicate dismissal decision and possible COVID 19 exposures. This communication will:
- Explain the symptoms of COVID 19 to monitor for.
- Describe what to do if symptoms of COVID 19 appear.
Detail how to communicate with the local health officials for questions or concerns.
List ways to counter stigma.
Maintain the confidentiality of the positive case as required by Americans with Disabilities Act and the Family Education Rights and Privacy Act

Clean and Disinfect thoroughly
- Close off areas used by the individuals with possible or confirmed COVID-19 infection and wait as long as practical before beginning cleaning and disinfection to minimize potential for exposure to respiratory droplets. Open outside doors and windows to increase air circulation in the area. If possible, wait up to 24 hours before beginning cleaning and disinfection.
- Cleaning staff should clean and disinfect all areas (e.g., offices, bathrooms, and common areas) used by the ill persons, focusing especially on frequently touched surfaces.
- If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
- For disinfection most common EPA-registered household disinfectants should be effective.
  - A list of products that are EPA-approved for use against the virus that causes COVID-19 is available [here](#). Follow the manufacturer’s instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.).
  - Additionally, diluted household bleach solutions can be used if appropriate for the surface. Follow manufacturer’s instructions for application and proper ventilation. Check to ensure the product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser. Unexpired household bleach will be effective against coronaviruses when properly diluted. Prepare a bleach solution by mixing:
    - 5 tablespoons ($1/3$rd cup) bleach per gallon of water or
    - 4 teaspoons bleach per quart of water
- Additional information on cleaning and disinfection of community facilities can be found on CDC's Website.

Returning to Guards
Staff members or participants diagnosed with COVID-19 can return to Guards when:
- Capitola Recreation notifies participants that the site has reopened, and:
  - At least 3 days (72 hours) have passed since recovery – defined as no fever without the use of medications and improvement in respiratory signs like cough or shortness of breath;
  - **AND**
  - At least 10 days have passed since signs first showed up.
- Participants and staff should always consider the following questions, and remember to not come to Guards if the answer to any of these questions is “yes”:
  - Do you or your child live with, or have you had close contact with anyone with:
    - a prolonged cough?
    - fever or flu-like symptoms?
    - anyone who has been diagnosed with COVID-19 within the last 14 days?
  - Do you or your child have a fever, cough and/or shortness of breath? For children, fever is defined as 100.4 degrees Fahrenheit for forehead thermometer, 99 degrees Fahrenheit or higher with armpit thermometer or 99.5 degrees Fahrenheit with oral thermometer.
  - Do you or your child have any other signs of communicable illness such as a cold or flu?
  - Have you or your child experienced diarrhea or vomiting within the past 24 hours?