



## City of Capitola 2020 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 12 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 2020 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 7:45am. 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 7:45 am. 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 11:00am. **Late pick up will be charged a \$1 per min fee and the participant may be moved to City Hall.**
- 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:
  - Do you understand that if your child arrives with a fever or displays any symptoms, they will be sent home from the program?
  - 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.
  - 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.