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Youth Athletics – summer 2020

Virus Prevention Protocols

**Revised July 22, 2020**

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Covid-19 Point of Contact – Katie Mitus kmitus@ludlowbgc.org

PURPOSE of Virus Prevention Protocols

On May 18, 2020, the Governor of Massachusetts announced a comprehensive phased plan to ease social restrictions while minimizing the health impacts of the COVID-19 pandemic. For many of our neighbors, child care and youth-serving programs are a critical component in resuming a positive and productive lifestyle.

For our part safety has always and continues to be the Club’s number one priority. Thus to prepare for reopening, the Club assembled a Recovery Task Force to develop this COVID-CARE PLAN which outlines new guidelines, policies and procedures to continue to keep the health and safety of members and staff at the forefront. The contents of this plan were developed with the most current guidance from the Department of Early Education and Care and leading health experts, including the Centers for Disease Control and Prevention (CDC) and Occupational Safety and Health Administration.

Our mission to inspire and enable youth and adults to build better communities by providing life-enhancing experiences and programs through which they will realize their full potential as responsible & caring citizens is unwavering. We look forward to reopening our doors and providing a safe, positive, fun and memorable summer experience for all who enter our Club.

During this current global pandemic, the Club is doing its very best to ensure that everyone is kept safe. However, we need you, staff, parents, families, and caregivers to do your part to help us maintain that environment. We fully expect everyone to follow the policies and procedures outlined in the Covid-Care Plan. Failure to adhere to any of our policies or procedures will result in strict responsive measures beginning with suspension from programs and facilities and up to termination, no-trespass and legal action. Please familiarize yourself with the contents in this document and the parent handbook.

Programming is based on The Commonwealth of Massachusetts reopening guidelines for Youth and Adult Amateur Sports Activities Phase III, Step 1

**VIRUS PREVENTION**

**PRE-SCREENING**

* **Athletes should not attend the program if they are ill**
* **If an athlete is staying home due to illness the parent must contact Athletic director, Matt Thompson by phone at (413) 583-2072 ext. 122 and email at** **mthompson@ludlowbgc.org****.**
* Athletes (with the assistance of their parent/guardian) must **self-screen** **at home** prior to arriving at the Club.  Self-screening will include:
	+ Checking temperature.
	+ Checking for symptoms including fever, cough, shortness of breath, gastrointestinal symptoms, new loss of smell or taste, muscle aches, or any other symptoms that feel like a cold.
* **Entry will be denied to any person who meets any of the following criteria**:
	+ A temperature of 100.0°F or above;
	+ Signs or symptoms of a respiratory infection, such as a cough, shortness of breath, sore throat, or low-grade fever;
	+ In the previous 14 days has had contact with someone with a confirmed diagnosis of COVID-19; is under investigation for COVID-19; or is ill with a respiratory illness; or
	+ Declines to complete the health screening questionnaire.
* If a child has symptoms of a respiratory infection or a temperature of 100.0°F and is remaining home, the parent/guardian must communicate to the athletic director via phone *and* email.
* Parents will be required to **complete written attestations daily** regarding their child(ren) being symptom and fever free and have not had any household contacts with COVID-19, and that they have not given children medicine to lower a fever. The written attestations will be kept on file.
* The daily health screening is available to download on our website. Parents should complete it an turn in at drop off
* Staff will also be required to attest daily to being symptom and fever free and to not having household contacts with COVID-19.
* The Club will require parents to drop off and pick up children outside of the facility.
* Parents will not be allowed in the building or on the athletic fields.
* Any staff or child who is feeling ill must stay home and may not return to the Club until the symptoms abate.

**Drop off**

* Parents will arrive based on the start time for their athletic program
* Parents and athletes must wear a mask during arrival.
* Parents will remain in their vehicles and pull up along the fence of the back soccer field. They should be heading towards the pavilion.
* Once they arrive at the tent they should stop and let their child out.
* Parents must have completed the daily health screening.
* The athlete will hand the daily health screening to the athletic director
* The daily health screening will ask the following questions:
* The screening will consist of the following**:**
	+ Today or in the past 24 hours have you or any household members had any of the following symptoms?
		- Fever (temperature over 100 degrees F), felt feverish or had chills?
		- Cough
		- Sore throat
		- Difficulty breathing
		- Gastrointestinal symptoms (diarrhea, nausea, vomiting)
		- Fatigue (fatigue alone does not exclude a child from participation)
		- Headache
		- New loss of smell/taste
		- New muscle aches
		- Any other signs of illness
		- In the past 14 days have you had close contact with a person known to be infected with the novel coronavirus (COVID-19)?
		- In the past 14 days have you traveled outside of New England and in particular, any of the following hotspots (Nevada, Florida, Texas and Arizona)?
		- **If any of the above questions are yes the child must return home with the parent or guardian.**
	+ A record of each screening will be kept on file in a binder.
* If a child or staff is denied entry into the building based on the screening, they must get a note from their health care provider stating that they may return to the club.
* After being screened, children will be escorted into the building through the side doors directly into the classroom to go directly to wash their hands prior to arriving at their program area.
* If a child or staff is denied entry into the building based on the screening, they must get a note from their health care provider stating that they may return to the club.

**Pick Up:**

* Parents should remain in their car for pick up
* Parents can pull up along the fence the same way they did for drop off.
* When they get to the tent, the athletic director will release the child to the car
* Masks are required at pick up time.

**Monitoring, Isolation & Discharge of Sick, Symptomatic or Exposed Children or Staff**

* Staff will actively monitor children throughout the day for symptoms of any kind, including fever, cough, shortness of breath, diarrhea, nausea and vomiting, abdominal pain, and unexplained rash.
* If a staff or youth are found to have a fever of 100 degrees or become symptomatic while at the Club;
	+ The symptomatic child will immediately be isolated from others and the parent/guardian will be contacted for pick up.
	+ If symptoms appear severe the club will call EMS immediately. Before transferring to the medical facility, notify the transfer team that the child has COVID-19 symptoms.  Severe symptoms included the following:  extreme difficulty breathing, bluish lips or face, persistent pain or pressure in the chest, severe persistent dizziness or lightheadedness, new confusion or inability to rouse someone, or new seizure or seizures that won’t stop.
* The athlete will isolate under the tent until the parent is able to pick up
* Children/staff who are sent home sick will need a note from their health care professional to report back to the club.

**Working with Local and State Health Departments if a Child or Staff Contracts COVID-19**

* Ludlow Board of Health Contact Info:

 Town Hall, 1st floor

 488 Chapin Street

 Ludlow, MA 01056

 (413) 583-5600

 health@ludlow.ma.us

* Mechilia Salazar, President/CEO will be responsible for notifying the local board of health in the event that a child or staff member is covid-19 positive.
* Please note that staff and members must comply with the State of Massachusetts travel ban.  All travelers arriving to Massachusetts - including Massachusetts residents returning home - are instructed to self-quarantine for 14 days, except that, beginning July 1, 2020 travelers from Rhode Island, Connecticut, Vermont, New Hampshire, Maine, New York, and New Jersey arriving in Massachusetts are exempt from this directive and need not quarantine for 14 days.  In addition, workers designated by the federal government as essential critical infrastructure workers are exempt from the directive to self-quarantine for 14 days if traveling to Massachusetts for work purposes.  All persons are instructed not to travel to Massachusetts if they are displaying symptoms of COVID-19.
* **If a Child or Staff Contracts COVID-19:** Sick children or employees who are **COVID-19 positive or symptomatic and presumed to have COVID-19** must not return until they have met the criteria for discontinuing home isolation and have consulted with a health care provider. STAFF MUST PROVIDE A LETTER OF CLEARANCE BY THE LOCAL BOARD OF HEALTH.
	+ The Club will follow the direction of the local board of health regarding cleaning, tracing, testing and the reopening of the space or facility.
	+ The Club will review logs to determine the following:
		- Date of symptom onset for the child/staff
		- If the child/staff attended/worked at the program while symptomatic or during the two days before symptoms began
		- What days the child/staff attended/worked during that time.
		- Who had close contact with the child/staff at the program during those days (staff and other children).
	+ If the individual tests positive for **COVID-19 but is asymptomatic**, isolation may be discontinued when at least 10 days have passed from the date of the positive test, as long as the individual remains asymptomatic. For example, if the individual was tested on April 1, isolation may be discontinued on or after April 11 if the individual still has no symptoms.
* Notifying Required Parties**:** In the event that the Club experiences an exposure, Club staff members will be required to immediately notify the Preschool or School Age Director *and* the POC, who will then contact the CEO. A plan will be deployed to notify the following parties:
	+ (1) Employees and families about exposure while maintaining confidentiality.
	+ (2) Local board of health if a child or staff is COVID-19 positive.
	+ (3) Funding and licensing agencies if a child or staff member has tested positive.
	+ The Senior Leadership Team will circle back to Club staff to communicate next steps.
* Self-Isolating following Exposure or Potential Exposure  In the event that a staff member or child is exposed to a sick or symptomatic person, the following protocols must be followed.
	+ If a child or staff has been exposed to COVID-19, regardless of whether the individual has symptoms or not, the child or staff must not be permitted to enter the program space and must be sent home.  Exposed individuals must be directed to stay home for at least 14 days after the last day of contact with the person who is sick.  The program must consult the local board of health for guidance on quarantine for other children and staff and what additional precautions will be needed to ensure the program space is safe for continued child care services.
	+ If an exposed child or staff subsequently tests positive or their doctor says they have confirmed or probable COVID-19, they must be directed to stay home for a minimum of 10 days from the 1st day of symptoms appearing and be fever-free for 72 hours without fever reducing medications and experience significant improvements in symptoms.  Release from isolation is under the jurisdiction of the local board of health where the individual resides.
	+ If a child’s or staff’s household member test positive for COVID-19, the child or staff must self-quarantine for 14 days after the last time they could have been exposed
	+ If a child or staff member is exposed to a symptomatic person who has been referred by a health professional to get tested for COVID-19, the exposed individual must be sent home immediately and remain home pending the test results. If the test results of the symptomatic individual is negative, the exposed individual may return to the Club. If the test results are positive, the exposed individual must get tested and follow guidelines in this document for individuals who test positive for COVID-19.
* If an exposed child or staff remains asymptomatic and/or tests negative for COVID-19 If the exposed individual remains asymptomatic and/or tests negative for COVID-19, they must remain in quarantine and continue to monitor for the full 14 days.

**HYGIENE AND HEALTH PRACTICES**

* When athletes first arrive the Athletic Director will instruct them to put hand sanitizer on.
* Hand sanitizer will be reused as needed
* Coughs and sneezes must be covered with an elbow or a tissue. Tissues must be immediately disposed of and hands must be properly washed or sanitized.
* Staff will and reinforce that athletes cough or sneeze into a tissue or their elbow.
* Children, staff, and families must avoid touching their eyes, nose, and mouth. If a child or staff touches their eyes, nose, or mouth they should then immediately wash or sanitize their hands
* Sharing of drinks or food will not be permitted

**Masks and face coverings**

* Masks or face coverings must be worn whenever 6 feet of distancing is not possible and not actively engaged in a physical activity.
* Staff are required to wear a mask or face covering. Families should provide their children with a sufficient supply of clean masks and face coverings as needed.  Masks should be sent in a bag and each mask should include the child’s name on it.  If a child doesn’t have a mask the club will provide them with one.
* Masks should be cleaned after each use.
* Parents must wear masks or face coverings during drop off and pick up.
* Parents should teach and reinforce the proper use of face masks and coverings.

**Social Distancing**

* Athletic programs will include individual skill based activities only.
* Athletes will be spread out in the field at least 6 feet apart.
* Staff will refrain from games and activities that encourage close physical contact.
* Athletes will bring their own balls. If they don’t have one then we will provide them with one.
* There will be no organized games or scrimmages
* Drills will be set up to promote physical distancing.
* When 6 feet is not possible all individuals must wear a mask or cloth face covering.
* Staff will limit contact between any other groups that are at the club
* Staff will remind children that there is no immediate contact such as shaking hands, high-5’s or fist bumps.
* Athletes will bring a bag that fits all of their belongings in it. Bags will be stored 6 feet apart.
* There will be a limit of 10 athletes per session.
* Parents/ spectators will not be permitted on the premises during the session.

**Clean and Disinfect**

* The staff will clean and disinfect any shared equipment.
* If athletes enter the building to use the bathroom then the staff will make sure the bathrooms are properly cleaned and sanitized.

**Program structure**

* Clinics will consist of individual or socially distanced group activities (no-contact workouts, aerobic conditioning, individual skill work, and drills).
* The program will focus on individual skill development.
* There will be no games or scrimmages.
* Clinics will be limited to a maximum of 10 athletes at a time.
* Program will take place outside at the back soccer field.
* In the event of light rain the program will still take place.
* In the event of severe weather (storms or extreme heat) we may cancel for the day. Cancellations will be sent via email.
* If the Club needs to cancel due to extreme weather then we will reschedule for a different day.
* If dangerous weather develops while the program is happening we will take cover inside of the Club. We ask that in that scenario parents come as soon as possible to pick up. Parents can pull in the bus loop to pick up if the program has sheltered inside of the building.
* There are no bathroom facilities located outside. If a child needs to use the bathroom they will be escorted into the building.
* If a child has an allergy or medical condition the parent must notify Athletic Director, Matt Thompson at mthompson@ludlowbgc.org

**What to Bring**

* Athletes should bring their own ball, water, masks or face covering.
* All of their belongings should have their name on it and fit in a backpack.

**Credit Policy**Credit will only be given if registration is cancelled at least 5 business days prior to the start of the program/event. No credit will be given for classes missed when registering for a session.  If the Ludlow Community Center/ Randall Boys and Girls Club cancels a program due to low registration or inclement weather, a refund will be given to those who registered.

PARTICIPANT ACKNOWLEDGEMENT

The Ludlow Boys & Girls Club (LBGC) provides membership, programming and services to youth of all ages, regardless of race, color, religion, gender, or national origin.

**Please note that LBGC reserves the right to refuse or terminate the enrollment of a participant for any failure to comply with policies and procedures set forth by the organization which allows for the safe operation of its facilities and programs.**

Prior to enrolling any child in LBGC programs, a parent or guardian must complete a Participation Form and review the Athletic Program Virus Protocols in its entirety. The protocols will cover member, parent, and staff expectations; health and safety standards; organization and program policies, procedures, and practices. Failure to review and acknowledge these documents will prevent the prospective participant from attending.

**Health and Safety Procedures**

It is important that every parent cooperate fully with the health and emergency procedures of the organization. Our regulations are designed to protect the well-being of all members. Ludlow Boys & Girls Club welcomes all children and is committed to act in a non-discriminatory manner and to make reasonable accommodations to provide equal opportunity and service to individuals with disabilities and other needs. LBGC’s number one priority is to safely serve all children and youth in our care. The Ludlow Boys & Girls Club’s staff members will work with families to understand special needs of children seeking accommodation, and to identify potential modifications necessary to support the disability within our ability to safely serve the child. Staff will work to integrate individual accommodations as safely and feasibly as is achievable.

**Local or Environmental Health Emergency**

In the event that there is a local, regional, or national health emergency, the Club may be required to modify its regular procedures by adding more rigor, regulations, and/or restrictions to ensure its ability to safely operate its facilities and programs. Processes may require at minimum additional screening, parental acknowledgement of health and wellness, provision of documentation, and/or verification of compliance with organizational standards prior to admission to program or services, and/or modified operating hours. Any process implementation may require an escalation in its administration and/or frequency of administration. All process implementation is done in accordance with organizational policy, and an adherence to local, state, and federal laws and ordinances, including but not limited to anti-discrimination, ADA compliance, Child Abuse and Neglect, and HIPAA.

**Participant and Parent Expectations**

The Ludlow Boys & Girls Club strives to maintain a Club environment that is built on respect for all. As such, there is a zero tolerance policy for behaviors or actions that jeopardize the health, safety, and well-being of any individual(s) being served or employed by the organization; this includes but is not limited to other parents, members, participants, staff, volunteers, and partners of the organization.

LBGC does reserve the right to terminate any membership based on the behavior of parent/guardian. Negative behavior by a parent/guardian will be viewed as a violation of organizational policies and will be addressed immediately with actions up to and including suspension or termination of participation/enrollment. In an instance in which participation/enrollment is terminated for violation of organizational policies by the parent or child, no refund will be administered.

All members and youth attending or participating in LBGC programs and activities must be able to comply with LBGC Safety Policies, along with member rules and expectations. Members and youth’s ability to comply with these guidelines helps to ensure that all participants are able to receive a quality Club experience. Failure of any member or youth participant to comply with these expectations may result in implementation of the LBGC disciplinary policy and may result in escalating consequences which may result in suspension or termination of participation/enrollment.

Acknowledgement of Receipt

This youth athletics virus prevention protocols handbook describes important information about the health, safety and operational guidelines set forth by the Ludlow Boys & Girls Club (d/b/a The Randall Boys & Girls Club) in response to COVID-19.

I acknowledge that I have read the policies that are contained within this plan and agree to adhere to all guidelines outlined in this document.

I further understand that the policies contained in this document may be changed in accordance with any local, state or federal government mandates or recommendations by local health officials. The most current Care Plan can be accessed on the Club’s website at www.ludlowbg.org.

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| Print Name:  |  |

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| Signature: |   |

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