

The following is an outline of safety measures and prevention strategies that will be implemented in our programs to minimize the spread of COVID-19. We will provide the safest environment possible while creating a fun and engaging experience for all program participants. We will comply with all State and Federal guidelines during this global pandemic. Please be advised that participant compliance with programming expectations must be followed.

### **Employee Guidelines**

- Employees will complete a self-screening for temperature and symptoms prior to starting each shift. For any fever or acknowledgement of symptoms, employee will notify supervisor and stay home for the recommended exclusion period.
- Employees will wear face coverings when working indoors. Face coverings will be worn during outdoor programming.
- Employees will wash hands and use sanitizer often. If soap and water are not available, a hand sanitizer will be used that contains at least 60% alcohol.

### **Participant**

- Participants are responsible for pre-screening before arrival to the program. This should include a temperature check (less than 100.4) and symptom check for the following:
  - Cough
  - Shortness of breath or difficulty breathing
  - Chills
  - Muscle aches or headache
  - Sore throat
  - New loss of taste or smell
  - Fever
  - Gastrointestinal symptoms like diarrhea, nausea, vomiting
  - Congestion or runny nose
  - Fatigue
- If the participant displays any of the above symptoms, they should not attend the program. Contact The Lodge at 952.448.2023
- Participants will practice physical distancing of at least 6 feet from other people.
- Participants will be required to wear face coverings in the building (The Lodge).
- There will be hand sanitizing stations available upon entrance to the building. Each of the 3 bathroom has sinks and we encourage everyone to wash hands upon arrival.

### **Entrance/Exit**

- The Lodge will be unlocked 10 minutes prior to the scheduled start of a program. Please enter through The Lodge main entrance. Seating /designated spaces will be available for all pre-registered participants. Upon completion of a program or activity, The Lodge will be locked within 10 minutes of the scheduled end time.
- The Lodge will not be open for drop in visits. It will only be open to those attending scheduled programs. Anyone wishing to attend a program/activity/class must sign up in advance. Outside of scheduled activities and programs, The Lodge will remain CLOSED.
- Upon arrival, visitors must check in at The Lodge welcome desk. For those CCC members, please self swipe your membership card.

### **Program Modifications: Social Distancing, Supplies and Small Groups**

- The Lodge Great Room will be used for programs, classes, and social times. Sanitized tables and chairs will be socially distanced within this space and only those of the same household will be allowed to share the same table. Cleaning/sanitizing practices will be implemented prior to and after scheduled times.
- Adapting the program environment to allow for physical distancing of at least 6 feet. Seating (tables and chairs will be set up in the rooms a minimum of 6' apart. Spaces will be marked.
- Programming Groups/Capacity: *(\*\*Subject to change to follow updated state and federal guidelines.)*
  - Indoor Programs: Participants will be in groups of 10.
- Minimizing shared supplies. Individualized supply kits or equipment will be provided for individual use. (bands, weights, bingo cards) Cleaning/sanitizing will occur prior and after use.
- Activities that use shared supplies/equipment will not be available. (i.e. cards, puzzles, dominoes, dice, mah jongg tiles)

### **Billiards/Pool Modifications**

- Only two participants will be allowed to play at one time.
- Participants will be encouraged to bring their own equipment.
- If equipment needs to be borrowed from The Lodge, it will be checked out with Lodge staff. Equipment will be cleaned/sanitized before distribution and upon return.
- During the session, one individual will be the “host” who will handle the racking and placement of pool balls at all times.
- Social distancing of a minimum of 6 feet will be maintained.

### **Computer/Library Modifications**

- Computer use will be limited to one user.
- A computer mouse will need to be checked out from Lodge staff. The mouse will be cleaned/sanitized before distribution and upon return.
- Computer keyboard will also be clean/sanitized prior and after use.

### **AOA/SS Fitness Class Modifications**

AOA/SS Fitness classes will be held in the Lodge with a 10 person max, due to current capacity limits set by the State, relating to Covid-19. Registration is REQUIRED. Registration for Fitness Classes opens 72 hours prior to class.

- The Lodge main entrance will be used. (Doors will be unlocked 10 minutes prior to class). Early admittance will not be allowed.
- Masks are required while you travel throughout The Lodge and CCC facility.
- Swipe your CCC membership card in The Lodge carder reader station at the welcome desk.
- Find an “x” or chair which indicates a spot (placed 6+ feet apart). Respect your fellow members space during class.
- Once class starts, participants can choose to remove mask during class or leave it on—depending on comfort level. Masks are encouraged during low-intensity exercise (such as stretching or balance work). The State of MN Covid-19 guidelines states that a person may remove their mask while working out or reaching a level of exasperation, so long as social distancing can be maintained
- Once class ends, masks are required.
- Individual equipment may be used for class. Responsibility of cleaning equipment used prior to and after class is the responsibility of the participant. Spray/towels or wipes will be provided.

### **Hand Washing**

- When possible, hand washing is reinforced on arrival, after being in a public place, before and after activity. At any time, sneezing, coughing, wiping or blowing the nose or bathroom use, handwashing is also reinforced. Hand sanitizer of at least 60% alcohol is an alternative. Hand sanitizer and tissues readily available for use.

### **Cleaning Procedures**

- Designated indoor spaces will be deep cleaned with disinfectants prior to the arrival of participants and after their departure.
- High touch surfaces (tables, chairs, etc.) will be disinfected regularly throughout the duration of the program.

### **Plan for Sick Program Participants and Employees**

- We will follow the exclusion guidance set forth by the MN Department of Health and ensure participants and staff will stay home when sick.
- If a staff person becomes sick during a program, they will immediately go home. They will not return to work until being cleared to do so by the City of Chaska Human Resources Department, under the guidance of the MN Department of Health.
- If a program participant becomes sick or is showing symptoms of COVID-19 during a program, the participant will be distanced from the group with appropriate staff supervision and asked to return home. They will then follow the guidance set forth by the MN Department of Health before returning to the program.

### **Contracted Program Services**

- The City of Chaska Parks and Recreation department offers some programs in partnership with contracted instructors, who are not City of Chaska employees. These instructors have acknowledged, and will follow, this preparedness plan.