

## Denver Parks and Recreation

Operation During COVID19

**Effective: 9-8-2020**

### 1.0 Objective

The objective of this procedure is to define steps taken to safely operate Outdoor Programming during the COVID-19 Pandemic, with focus on operational precautions, social distancing protocols and cleaning/disinfection practices.

### 20 Guest Experience

The information in Section 2.0 is available electronically and a hard copy will be provided to participants and/or parents/guardians.

#### A. Before Leaving Your House

- If the participant has a temperature over 100.4 degrees, persistent cough, or other indications of illness, please do not leave your home.
- Please wash your hands with soap and water before arriving at the program.
- There will be no communal water. All must have their own individual water and clearly mark their name on it.
- Please manage needs by bringing water, sunscreen and a cap.
- Denver Parks and Recreation will provide disinfected equipment, if you do not have your own..
- Make sure to use the restroom before leaving the house.
- Check for the following symptoms before leaving your home:
  - Fever of 100.4° F;
  - Sore throat;
  - Dry cough;
  - Shortness of breath;
  - Diarrhea;
  - Nausea;
  - Upset stomach;
  - Vomiting;
  - Difficulty breathing;
  - Runny nose.

#### B. Arrival and Check-In

- Check-in at the table with staff, which is where you will sign in and out each day.
- All participants are expected to arrive with a mask until 6-foot distance and personal station is established.
- All Denver Parks and Recreation Staff will be wearing masks upon arrival and dismissal and at certain times when a 6-foot distance cannot be maintained.
- It's recommended there be only one parent or guardian present per youth.

- The name and contact information for every parent/guardian will be recorded at check-in.
- Please maintain a six-foot distance from the person(s) in front of and behind you while waiting to check-in.
- After check-in, participants will be given a personal area for their gear and will be asked to sanitize their hands before heading to their designated area.
- The following questions will be asked at check-in:
  - Have you had a fever over 100.4° F in the last 48 hours?
  - Have you or a member of your household traveled within in the last 14 days?
  - Have you come into contact with anyone who has tested positive for or is experiencing symptoms of COVID-19?
- Affirmative answers to any of the questions above may prevent players from participating.

### C. In-Session Expectations of Participants and Staff

- Physical distancing will be enforced; participants must maintain a distance of at least six feet apart.. Group sizes follow State and Local guidelines.
- There will be no physical interaction between participants or staff at any time.
- Each individual will have a designated personal area to work in; each of which will be at least six feet away from other participants.
- Participants are expected to follow guidance of staff on how to manage equipment, including cleaning.
- Equipment will be disinfected by Denver Parks and Recreation staff before and after each session.
- No handshakes, fist bumps, or group celebrations. No huddles or small group gatherings will be permitted.
- Parents, guardians and family members are restricted from entering the program area at any time. Families and spectators are permitted to observe from outside the program area, as designated by Denver Parks and Recreation.
- Only Denver Parks and Recreation staff should touch equipment, unless specific equipment is assigned to participant.
- If an injury occurs during a session, the immediate health and safety of the injured player will remain a top priority. Care will be taken when addressing small injuries (i.e. handing out band-aids, etc.). Parents will be notified immediately if their assistance is needed with injury care.
- If a participant develops symptoms of COVID-19 (fever of 100.4° or higher, cough or shortness of breath) while in the program, they will be immediately separated from other participants. The parent/guardian will be called and will have one hour from contact to pick up the child
- If a participant or employee tests positive for COVID-19, DPR staff will contact the Colorado Department Public Health and will adhere to any direction(s) provided.
- Failure to adhere by these rules may result in dismissal from the program.

### D. Dismissal

- Once the session has finished, participants will be directed by staff on how and when to depart the program area.
- Youth Participants will *not* be sent into the parking lot to look for their parents. Parents are encouraged to remain visible in or near their car and staff will dismiss youth one at a time to maintain physical distancing. We recommend parents stand outside of their vehicles, while maintaining physical distancing from others, at the end of each session to assist with dismissal procedures.
- A site supervisor will assist throughout the process.

### 3.0 DPR Employee Expectations

- Complete self-monitor process prior to arrival at work.
- If experiencing COVID-19 symptoms, identify on self-monitor report and immediately report suspected exposure or symptoms to their supervisor.
- Assist, as needed, in conducting participant check in and daily health screenings.
- Immediately separate any participant who exhibits symptoms of COVID-19.
- Maintain physical distancing of at least 6 feet.
- Wear a cloth mask or face covering.
- Clean and disinfect all materials, shared equipment, and shared spaces after each use.
- Enforce physical distancing and proper hygiene for participants, parents/guardians, and other guests through positive dialogue and education.
- Receive training in this procedure.