



**BOYS & GIRLS CLUB  
OF ALTON**

## **COVID-19 SAFETY PRECAUTIONS AND GUIDELINES**

Due to the Covid-19 Pandemic, the Boys & Girls Club of Alton will be following the guidelines listed in this document until further notice. The guidelines listed are compiled from recommendations by the CDC, Illinois Public Health Department and the Madison County Health Department and guidance from Boys & Girls Clubs of America.

### Preventative Actions to Avoid Respiratory Germs/Virus being brought into facility:

- Signs posted outside the facility restricting entrance to anyone with symptoms or infection
- Staff and Child/Member entering facility will be temperature checked prior to entry. If temperature check is above 100.4 degrees he/she will not be allowed entry to facility
- Parents/Guardians are restricted from entering facility during Club hours. Drop off and pickup of members will be accomplished without Parents/Guardians entering facility
- Exclude Staff or Child/Member from attending if he/she has COVID-19 symptoms
- No outside visitors should be allowed in the facility during Club hours. This exception may be waived for necessary situations, with person entering being temperature tested at entry and completion of visitor's log.
- Youth member drop off will be limited to a specific time period each morning
- All persons and members entering facility are required to wear a mask

### Preventative Actions to Avoid Spread of Respiratory Germs/Virus within facility:

- Staff, Child/Member and any other person entering facility are required to wear mask
- Masks are to be worn at all times, with the exception of lunch time
- Child/Member Groups will be limited to a maximum of 20 youth and 2 staff.
- Child/Member Groups will remain together and not co-mingle with other groups
- Each group will have their own primary location/room
- Wash hands often with soap and water for at least 20 seconds. This should be done during any room transition, after returning from outside and before and after eating
- In addition, use of hand sanitizer is emphasized. Several hand sanitizer stations are located throughout the facility
- Social Distancing guidelines of 6-feet are to be maintained. Note that Club requiring the wearing of masks will allow for closer than 6-feet proximity, however the 6-feet distancing is the Club's guideline and expectation of Staff and Child/Member
- Club will limit use of facility to only those rooms or areas that can accommodate group size and allow for social distancing guidelines to be followed
- Each Staff and Child/Member will be required to bring his/her own individual water bottle
- Staff will monitor Child/Member by observing for Covid-19 symptoms. Actions to be taken if symptoms arise are listed below in "Actions if Symptoms Arise in Child/Member"
- All Water Fountains in the facility will not be used. Water source for water bottles mentioned above will be large water jugs, which will be serviced by Club staff

- Each group will remain together and separated at lunch time. When possible each group will have their lunch in their room
- Club will retain masks and water bottles at end of day. Club will wash wash/sanitize masks and water bottles prior to Child/Member's next visit

Actions if Symptoms Arise in Child/Member:

If during the course of daily operation Child/Member is deemed to have or mentions having Covid-19 symptoms, the following steps should be taken:

1. Separate and isolate the Child/Member from his/her group and others at the facility by notifying front desk personnel the individual is being sent to facility's front lobby area
2. Staff at front lobby area will check temperature of the Child/Member and send him/her to Rest & Relaxation Room. Note – this room always limited to maximum of 1 person
3. Staff at front lobby area will contact individual's Parent/Guardian, advise of the situation and concern and ask that pickup occur immediately
4. Staff will follow up with Parent/Guardian regarding health of Child/Member and if additional steps by Club are needed to ensure safety. These steps could include contacting Madison County Health Department if individual is diagnosed with Covid-19
5. Child/Member cannot return to Club until deemed safe and no virus risk. If positive for Covid-19, likely recommendation is for a 14-day quarantine period before returning to the Club

Relating to the Individual's Group and Efforts to Safeguard Possible Virus Spreading:

- After removing individual from Group as noted above, Staff will remove remainder of Group from the room they are in
- After Group departs, Staff will sanitize room thoroughly.
- Rest & Relaxation Room and any additional contact areas will be sanitized after departure
- Temperatures will be taken of all other Group Members and Staff in contact with the individual. If any others are above the 100.4 degree mark, he/she will be isolated and Parent/Guardian contacted with details and request for pickup. Accordingly with any additional instances, Club will follow steps #4 and #5 above

If Child/Member is positive for Covid-19 virus:

- He/she must be quarantined for 14 days and not return to the Club until after quarantine days
- Anyone in contact with that Child/Member will also be required to complete 14-day quarantine prior to returning. This will include members of his/her group, group leader and any others
- Club will contact Madison County Health Department (MCHD) and discuss specific details. It is Club's understanding each instance will be treated as a case-by-case basis and further guidance will be given by MCHD.

Note – similar steps to the above will be taken for Staff Member with Covid-19 symptoms