LGS Recreation is dedicated to constantly evaluating our practices with the most up to date information regarding COVID-19. Our aim is to keep our families and staff as safe and healthy as possible while continuing to provide services to our families in need. The following policies and procedures have been developed to follow social distancing, sanitation, and hygiene practices specified by the Santa Clara County Public Health Department and the Federal Centers for Disease Control and Prevention (CDC). Additionally, the comply with recommendations from the Community Care Licensing Division within the California Department of Social Services, National Association for the Education of Young Children, American Academy of Pediatrics, American Camp Association, and additional national and state professional recreation associations. The policies will be modified and updated as guidelines continue to evolve. Please read thoroughly as we are asking all agency partners, instructors, staff, and participants to assist us in maintaining the overall health of the community.

• **Boating Camp:**
  - **Campers/Staff Ratio:**
    - Campers are broken into stable groups of 12
    - Campers and staff may not change from one group to another for the duration of the camp
  - **Program Attendance:**
    - Parents are notified and must agree they will not attend any other program over a 3-week period through our registration system before they are allowed to register for any summer program.
    - Children are only allowed to attend 1 program over a 3-week period
    - Children registering for consecutive sessions will be declined enrollment
  - **Lunch for Campers:**
    - Campers will eat within their groups on the field while maintaining 6 feet distance from each other.

• **Leaders in Training Camp:**
  - **Campers/Staff Ratio:**
    - 4 Participants
    - 2 volunteers assign to each Boat Camp group
    - The volunteers will not be able to change between the 2 stable boat camp groups
  - **Program Attendance:**
    - Parents are notified and must agree they will not attend any other program over a 3-week period through our registration system before they are allowed to register for any summer program.
    - Children are only allowed to attend 1 program over a 3-week period
    - Children registering for consecutive sessions will be declined enrollment
  - **Lunch for Campers:**
    - Campers will eat within their groups on the field while maintaining 6 feet distance from each other.
Sailing Classes for Families in the Same Household
  - Parent/Child Sailing Classes:
    ▪ Participants/Staff Ratio:
      • 1 Parent, 1 Child/1 Staff
    ▪ Boat House Office:
      • Will be used to store participant belongings

  - Adult Sailing Classes from the Same Household:
    ▪ Participants/Staff Ratio:
      • 3 Participants/1 Staff
    ▪ Class Instruction:
      • Class Instruction is taken place outdoors.
    ▪ Boat House Office:
      • Will be used to store participant belongings

Participant Communication before program begins
  - Staff will be required to prepare and distribute rules and guidelines for participants and guardians to follow during their time at camp. Those that are unable to abide by rules will be asked to not return to the program.
  - Signage will be posted on site listing protocols.

Cleaning before program start
  - Before any participant enters facility space, staff will sanitize all surfaces and materials. This includes but is not limited to door handles, railings, bleachers, tables, desks, workspaces, chairs, white board and pens, all materials used for program. Additional cleaning guidelines and resources, as recommended by the CDC, will be provided to all staff.

Participant drop-off/check-in
  - Check-in areas will be predesignated, sufficiently spaced, and marked to ensure participants and parents/guardians can line up six feet apart and maintain social distancing protocols.
  - Individuals will be required to wear masks at all times during check-in/check-out if over the age of 7. Parent/guardian should not enter the facility space at any time.
  - Participant temperatures will be taken with a temporal thermometer, along with a brief health screening, upon check-in and a log will be maintained.
  - Once a student has cleared the health screening, they will be instructed to wash hands or use hand sanitizer to enter the program space, under the guidance of the instructor.
  - Parent/guardian should expect to receive notifications if the health of their child has changed following morning check-in and should be available to pick up their student if necessary.
  - All outside/participant belongings must be left in designated areas in the facility space, separate from other children’s belongings. All external items will be accessed when in use and will be returned to the designated area or discarded (ie. lunches, snacks, water bottles, etc.).
    ▪ Any medicines or other required items can be brought in a plastic bag with your name on and will be stored and kept in a sanitized area for the duration of the program.
Staff shall carry hand sanitizer with them at all time

- **Requirements/Health Screening for participants to attend programs**
  - Child(ren) temperature(s) will be taken at drop off, as well as periodically during the day. If your child has a reading of 100.4 or higher, your child will not be permitted to attend until symptom free for 7 consecutive days.
    - This adheres to siblings and all family members – if a family member is exhibiting symptoms and/or fever, then all family members must stay home.
  - Participants exhibiting any of the following potential symptoms will not be permitted to attend.
    - Cough
    - Shortness of breath or difficulty breathing
    - Fever
    - Chills
    - Muscle pain
    - Sore throat
    - New loss of taste or smell
  - Participants must confirm that, to their knowledge, they have not tested positive for COVID-19 within the last 14 days, nor have they been exposed to someone that has tested positive.
  - We reserve the right to send any participant home who is showing signs or symptoms of illness.

- **Student Education**
  - At the beginning of camp, discuss behaviors and precautions participants should abide by to prevent the spread of COVID-19
    - How and when to effectively wash and sanitize hands.
    - How to practice physical distancing in various settings and through a variety of camp activities.
    - Coughing/sneezing etiquette.
    - Mask usage.
    - Symptoms to look for, when to report them and to whom.
    - When to stay home.

- **Program Details**
  - The instructor will regularly wipe down surfaces and materials throughout the duration of the program with sanitizer. All materials and handouts will only be distributed by the instructor, who will disinfect their hands before and after handing out materials/equipment.
  - A “no share” policy will be strictly enforced. Each student will use individual equipment to be sanitized daily.
    - Materials will be separated and proportioned before class starts
    - Portioned materials will be placed at each workstation
    - All materials will be sanitized before and at the end of each program
  - Participants will be appropriately spaced in compliance with the CDC guidelines for the entirety of the class. “Personal space” and social distancing will be protected and implemented.
o Lunches/snacks, etc.
  • Participants are to eat lunch 6ft apart from each other
  • Tables must be cleaned and sanitized before and after each use.
  • Countertops must be cleaned and sanitized after each use and daily.

o Lost and Found
  • Lost and found items will be stored individually in clear trash bags sealed and will be stored for the duration of the individual camp and then disposed of.

• Social Distancing
  o Social Distancing must be maintained while at Vasona Park by all individuals who are not members of the same household.
  o Signage and distance markings will be provided to maintain social distance requirements
  o Vasona boating docks will meet all social distancing requirements
  o Staff will inform participants on boating pathways to maintain social distancing
  o Participants will be appropriately spaced in compliance with the CDC guidelines, and Santa Clara County Public Health Department for the entirety of the boating experience. “Personal space” and social distancing will be protected and implemented.
  o Participants will exit facility after boating program has completed
  o No gatherings are allowed
  o Loitering in the parking lot or on the property is prohibited

• Handwashing/Sanitation
  o Handwashing strategies will include washing with soap and water or other CDC approved sanitizers for at least 20 seconds. These protocols will continue throughout the program, most specifically after going to the bathroom; before eating; and after blowing nose, coughing, or sneezing.
  o Participants and staff can wash hands or use hand sanitizer at minimum at each transition of activity and/or every 1 hour.
  o Specific sites may require that restroom breaks be taken as a group to ensure the instructor monitors single restroom usage and continued social distancing.
  o Instructors will wipe down and sanitize all desks, chairs, materials, door handles, and any other utilized surfaces throughout the day and at the end of each day
  o Before any participant enters facility space, staff will sanitize all surfaces and materials. This includes but is not limited to door handles, railings, tables, desks, workspaces, chairs, white board and pens, and materials used for the LGS Recreation boating program. Additional cleaning guidelines and resources, as recommended by the CDC and Santa Clara County Public Health Department, will be provided to all staff.
  o Sanitary practices will be maintained throughout the operating day
  o Staff will regularly wipe down surfaces and materials throughout the duration of the program with commercial grade sanitizer.
  o Boats and lifejackets will be wiped down with sanitizer after each use.
  o Restrooms are managed and maintained by Santa Clara County Parks.
  o Instructors will wipe down and sanitize all desks, chairs, materials, door handles, and any other utilized surfaces throughout the day and at the end of each day
  o Sanitizer will be stored at the front desk and inside the boat house. Each staff will be carrying a fanny pack with first aid supplies and personal sized hand sanitizer.