



Return to In-Person Program Guide

Last Updated: 8/3/2020

As we move forward to phase in in-person programs, we have developed a guide that reviews our analysis and safety precautions to help prevent the spread of Sars-CoV-2, the virus that causes COVID-19. This is an evolving plan which will address procedures as we move through phases of local and federal guidelines.

This guide includes behaviors and practices to help promote a healthy workplace for FVSRA staff, participants and families. The purpose is to ensure that FVSRA is following the most recent guidance from federal, state, and public officials. As provisions change, this guide may be modified to reflect changes.

FVSRA programs will be planned on a 4-6 week basis with the goal of returning as many in-person programs as safely as possible. We understand that these changes will limit some participants from returning to in-person programming and not all programs will return until we enter into Phase 5 of the Restore Illinois Plan.

For any clarification on the below guidelines and updated procedures, or for further information, please contact Jackie Salemi, Superintendent of Recreation at JackieS@FVSRA.org.

Updates

8.3.2020: Decreased length of time to be fever free on the personal Health Screening from 72 hours to 24 hours. (Pg: 5)

Participant/Guardian Guide

Guidance Used in Decision Making

Fox Valley Special Recreation Association is committed to the health and safety of all stakeholders; employees, guardians, community members, and participants. In order to best prevent the spread of COVID-19 in our workplace and within agency programs the following procedures have been put into place utilizing the most recent information from local and federal health organizations. Using the guidelines set forth by the Center for Disease Control (CDC), Illinois Department of Public Health (IDPH, and local county health officials, FVSRA developed a risk analysis tool for use in evaluating the return to in-person programming on a case by case basis.

FVSRA Programs by Phase

Below is the current plan of how FVSRA will respond due to a change in Phase. In-person programs will only be provided during Phase 4 or 5. Should Illinois digress to Phase 3, we will immediately transition to virtual programming only. During Phase 4, FVSRA is unable to provide personal care, hand over hand physical assistance, lifting and transfer support, or behavior support which would require staff and participants to be within 6 feet of one another (emergency support such as CPR & First Aid will be provided). We understand that these changes will limit some participants from returning to in-person programming. FVSRA is dedicated to provide alternative programming opportunities such as virtual recreation. FVSRA will investigate possible transportation services and program expansions throughout Phase 4.

Governor's Phases	Phase 1	Phase 2	Phase 3	Phase 4	Phase 5
Definition	Spread	Flattening	Recovery	Revitalization	Restored
Programs	Virtual	Virtual	Virtual	Virtual; Minimal In-Person	Virtual and In-Person
Face Covering	N/A	N/A	N/A	Required unless 6ft physical distancing can be accommodated	No Required
Physical Distancing	N/A	N/A	N/A	Required inside and outside	No Restrictions
Transportation	N/A	N/A	N/A	To be determined	Restored
Physical/Behavior Support	N/A	N/A	N/A	Verbal & Visual Supports Only (staff not to be within 6ft)	No Restrictions

Participant Requirements

Participant Eligibility

All in-person programs have enhanced essential eligibility requirements in order to comply with state and federal COVID-19 regulations and best practices. Along with being mandated requirements, these measures are necessary to keep all participants and staff members safe. We understand these measures may be difficult for some of our participants and may exclude them from returning to in-person programming during Phase 4. We intend to ease restrictions as governmental regulations change based on state progress through the Governor's plan.

If a participant is unable to meet the following expectations, they may be unable to participate at this time in accordance with current federal, state, and local mandates and guidelines.

- Independently attend to personal self-care such as bathroom needs, hand washing, eating, dressing, and personal hygiene.
- Maintain physical distance of 6 feet or greater from other participants, staff, and community members with minimal verbal reminders.
- Independently put on, wear, and take off a face covering, when necessary and for the duration of the program.
- Participate in the activity without the need for physical assistance (i.e. hand over hand, lifting/transferring).
- Follow FVSRA's Code of Conduct and participate without emotional outbursts that require direct or close proximity or, which expose others to respiratory droplets (i.e. yelling, spitting or biting).
- Conduct a personal health screening prior to each program. Must be able to honestly answer "No" to all questions.

To determine if in-person programs are a good fit, please consider your responses to the following statements:

- | | |
|-----------------|--|
| YES / NO | I am able to maintain 6-feet or more of personal space from others |
| YES / NO | I am able to supply, put on, and wear for the duration of the program a face covering. |
| YES / NO | I can cover a sneeze or a cough. |
| YES / NO | I can independently wash my hands and/or apply hand sanitizer. |
| YES / NO | I demonstrate safe behavior towards myself and others consistently, with limited verbal reminders from others. This includes but is not limited to refraining from yelling, spitting, biting, putting objects in your mouth, and eloping (running away from program space). |
| YES / NO | I am able to complete activities of daily living such as toileting, feeding, changing or transferring without the need for physical assistance. |
| YES / NO | I can provide my own transportation to and from program locations. |

If you answered "Yes" to all statements, in-person programming **MAY** be a good fit.

If you answered "No" to one of the statements please contact FVSRA to discuss program options.

If you answered “No” to two or more statements, virtual programs are the best way to participate until guidelines are updated.

FVSRA will review all registrations and contact you if there are questions regarding the participant’s ability to follow updated eligibility and safety practices.

By signing up for in-person programs, guardians/participants are confirming they can meet the criteria listed above. FVSRA staff will also utilize previous participant program experience to assist in evaluating the above criteria. Guardians can expect ongoing communication from staff if there are concerns with participants meeting these requirements. Please direct any questions, concerns, or requests for accommodations to Jackie Salemi, Superintendent of Recreation at JackieS@FVSRA.org.

Participant Health Screening Protocols

All participants are required to complete their own personal health assessment. FVSRA will not record or request proofs of this, but by attending a program, participants are confirming they can answer “no” to the following questions. If you answer “yes” to any of these questions, you are not allowed to attend until cleared by a medical professional.

In the last 24 hours, has the participant experienced:

- **A fever of 100.4 or greater with or without fever reducing medication?**
- **Cough, congestion, runny nose, sore throat, shortness of breath, or difficulty breathing?**
- **Fatigue, muscle or body aches, headache or chills?**
- **Nausea, vomiting or diarrhea?**
- **New loss of sense of smell or taste?**
- **Any additional symptom as updated by the CDC associated with COVID-19?**
- **Tested positive or been exposed to someone who tested positive for COVID-19 within the past 14 days?**

If the participant displays any of the above symptoms, FVSRA must take precautions as if participant has COVID-19. If the participant has illness such as allergies or other non-contagious conditions that may appear similar to a contagious illness, a note from a medical professional is required prior to participation. FVSRA has the right to refuse any participant who appears to have any of the above symptoms.

If a participant becomes ill during a program, a guardian or emergency contact will be notified and asked to pick up the participant. Staff will escort the participant to an isolated area and remain with them at a safe distance until they are picked up.

Face Coverings

FVSRA staff and participants will be required to wear face coverings when 6 feet distance is not possible and/or during indoor programming. Participants must provide their own face covering and must be able to independently put on, wear, and take off a face covering, when necessary and for the duration of the program. If food or drink is consumed, face coverings may be removed but physical distancing of 6 feet is required. Each program and situation will be assessed separately and staff will indicate when face coverings may safely be removed.

Face coverings should: 1) Fit snugly but comfortably around the face; 2) Be secured with ties or ear loops; 3) Include multiple layers of fabric preferred; 4) Allow for breathing without restriction; and 5) Be

clean. Disposable face coverings should not be worn more than one time. Fabric face coverings should be laundered regularly and not be re-used when attending programs without being cleaned.

FVSRA will have additional single use face coverings for participants to wear in the event theirs becomes soiled, breaks, or does not appear to be properly fitting.

Participant Education

In order to prepare participants to return to in-person programs FVSRA will provide resources both virtually and onsite at programs to help educate participants regarding necessary protocols such as wearing a face covering, hand washing, and social distancing. Resources may include videos and visuals on our website as well as verbal and visual reminders at programs, such as:

- Stay more than 6 feet away from others
- Avoid touching your face
- Proper hand washing and/or sanitizing
- Coughing etiquette
- Wearing face covering appropriately
- Alternative greetings to maintain physical distance from others (i.e. air high fives)

Distancing Measures

Outdoor Programs - Pick up and drop off process

The preferred process is for the driver to pull up to a spot that is in close proximity to the meeting location. The driver would remain in the car and the participant would safely exit to join the group.

If that option is not possible, or the participant is late, an acceptable alternative would be for a driver to walk the participant to the program area. They should, however, remain at least 6 feet away from other staff and participants in the drop off area and wear a face covering when physical distancing is not possible.

Indoor Programs- Pick up and drop off process

When possible, FVSRA staff will wait near the building entrance so they are able to observe participants safely exiting their car and walking to the entrance. This will allow the person dropping off to remain in their vehicle.

If the program area is too far from the entrance and staff are not able to wait at the building entrance as participants are being dropped off, or the participant is late, the driver may be escorted into the building but should remain in the hallway. Face coverings must be worn within the facility and follow facility specific COVID-19 entry requirements.

FVSRA staff will provide any additional requirements of the program facility such as door to enter, temperature checks, etc. if known.

Please note that during Phase 4, FVSRA has the right to restrict entry to the specific program space to participants and staff only.

Physical and Verbal Reminders of Distance

FVSRA staff will provide frequent verbal reminders for physical distancing and as needed throughout the program. When possible, physical, and visual reminders will be used as well. Examples include: changing

the location of equipment and furniture to allow for distancing, taping areas/markers on the floor, creating physical barriers, and displaying signage with reminders/expectations.

Guardians can expect on going communication from staff if there are concerns with participants meeting physical distance requirements. Please direct any questions, concerns, or requests for accommodations to Jackie Salemi, Superintendent of Recreation at JackieS@FVSRA.org.

Other Expectations/Information

- FVSRA Transportation will continuously be evaluated and guardians will be made aware if and when it is available, as well as any restrictions.
- Hand washing and/or sanitizing upon entry and at intervals throughout the program will be mandatory and participants need to be able to independently comply with requests.
- Equipment sharing will be limited; staff items with multiple users will be sanitized.
- Food sharing/potlucks will not be permitted.
 - If and when offering food at a program, food will be single-serve.
 - Reusable water bottles are acceptable, but highly recommend one-time use bottles.
- Staff will clean/sanitize frequently touched surfaces will be cleaned according to CDC guidelines prior to the start of a program and as deemed necessary throughout the program.

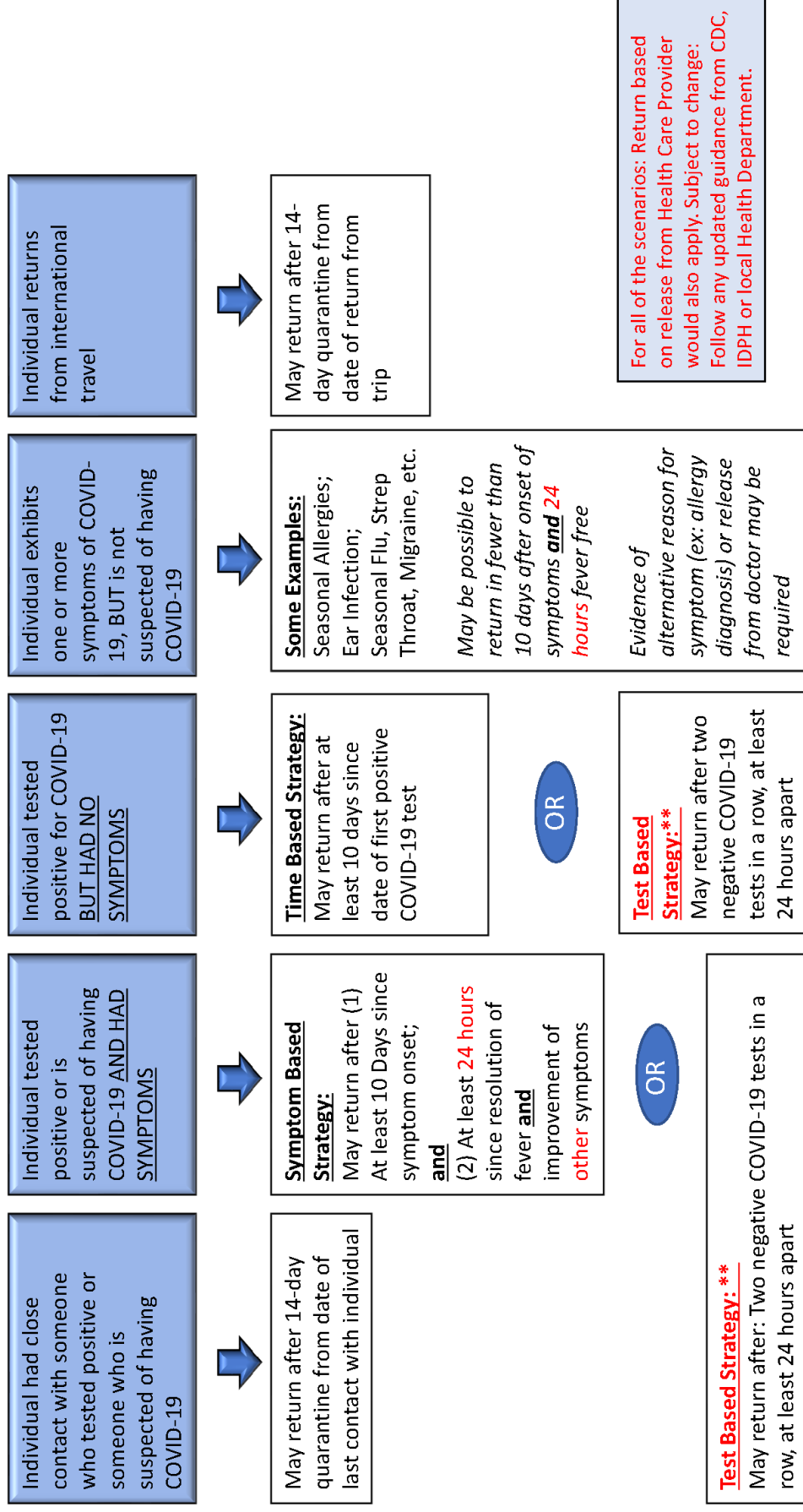
Post Exposure

If someone involved in the program has tested positive for COVID-19, FVSRA will follow guidelines from local health officials. Guardians, participants and staff will be notified if they may have been exposed. In order to maintain confidentiality, the name of the individual will not be released.

There will be many factors taken into consideration for next steps to determine whether the program needs to be suspended for mitigation. These may include, timeline of confirmed case, time lapse since the individual was last at the program location, type of program location, re-evaluation of program risk-assessment, etc. FVSRA Administration will communicate program updates when available. The safety of participants and staff is our top priority.

FVSRA will follow the following criteria flow chart based on exposure to determine when a participant may return to in-person programs.

Return to Programs Following a COVID-19 Related Absence (8.3.2020)



**** Per CDC and IDPH, this is no longer recommended in the majority of cases except for severely immunocompromised individuals or to discontinue isolation protocols sooner than under the symptom or test-based strategy. Consult with local health department.**