



JCE Health Safety Guidelines

updated: 8/10/2020

Thank you for considering participating in a program offered through Johnston Community Education (JCE). Before deciding to register for one of our programs, please take a moment to review the following JCE Health Safety Guidelines. These guidelines are based on guidance from the Iowa Department of Education and the Return to Learn plan approved by the Johnston Community School District on August 3, 2020. The guidelines below represent the health safety measures we are taking to create a culture of safety and to prevent the entry and spread of communicable disease. After becoming aware of our health safety guidelines, we feel you can make a more informed decision about whether or not you will choose to participate in one of our JCE programs.

Whenever groups of people gather together, in school or in the community, there is risk of spreading communicable disease.

While Johnston Community School District is utilizing a hybrid learning model where students are on-site learning 50% of the time or online learning 100% of the time, ALL students are welcome to attend and participate in community programming offered by Johnston Community Education. Students that are learning online/virtually on a particular day are welcome to attend community programming offered at JCSD facilities after the on-site school day ends.

HEALTH & SAFETY

1. **Anyone who is sick should stay home.** This includes staff, participants, parents, volunteers, or spectators. Anyone who is sick for any reason should STAY HOME UNTIL:
 - a. You are fever free for at least 24 hours (less than 100 degrees without the use of fever reducing medication)
 - b. AND symptoms have improved
2. **Prior to arriving at the program site, staff and participants should perform daily self-screening at home.** Please consider the following:
 1. Check for HIGH risk symptoms: New cough, shortness of breath or difficulty breathing, new loss of taste or smell
 2. Check of LOW risk symptoms: Fever, headache, muscle/body aches, fatigue, sore throat, runny nose, congestion, nausea, vomiting, diarrhea

Participants or staff with any high-risk symptom or two or more low risk symptoms should stay home and are advised to seek an evaluation by a health care provider.

3. Have you had close contact with someone diagnosed with COVID-19 or been notified that you may have been exposed to it?
4. Is someone in your household feeling symptoms of COVID-19?

Participants or staff that may have been exposed to COVID-19 should stay home and are advised to seek an evaluation by a health care provider.

3. **Access to all JCSD facilities will be limited as much as possible. In general, parents will NOT have access to enter facilities.**
 - a. Whenever possible, instructors will greet participants and parents at the door / outside of school facilities, and walk participants to the program space.
 - b. At the end of programs, instructors will walk participants back to their parents waiting outside.
4. **Handwashing during JCE programs will be increased in frequency and reinforced according to CDC recommendations.**
 - a. CDC handwashing recommendations: <https://www.cdc.gov/handwashing/when-how-handwashing.html>
 - b. Healthy hygiene practices, such as hand washing and covering coughs and sneezes, will be modeled by program instructors, intentionally planned for during programs, and encouraged through positive reinforcement.
 - c. If soap and water are not readily available, hand sanitizer that meets CDC recommendations of at least 60% alcohol will be made available.
 - d. Participants should utilize hand sanitizing stations as they enter program sites whenever they are available.
5. **The use of face coverings is required for all staff or students.**
6. **We are not able to guarantee that social distancing can be met in all activities and throughout the duration of all programs.** We will implement program-specific changes aimed at prevention of disease spread that can be done sustainably and with fidelity.
 - a. Wherever feasible, we will limit group sizes, maintain consistency within groups, and maintain recommended social distance between individuals and groups.
 - b. A plan is in place for each program to respond if a person should become sick during a JCE program that isolates that sick person from the larger group to prevent spread.
7. **Educational signs will be posted in all facilities and spaces where JCE programs take place.**
 - a. Signs will be posted on how to stop the spread of illness, properly wash hands, and promote everyday protective measures.
 - b. CDC Print Resources: <https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html?Sort=Date%3A%3Adesc&Page=2>
8. **A plan is in place to increase the frequency of cleaning and disinfection for high-traffic and high-touch spaces and surfaces.** Cleaning practices follow CDC recommendations.
 - a. Programs spaces and surfaces are cleaned and disinfected daily before and after each program by JCSD custodial staff.
 - b. Program instructors will wipe down equipment/supplies and high-touch surfaces before, throughout, and at the end of each program.
 - c. Sharing of supplies will be avoided or limited whenever possible.
 - d. Participants should not bring items from home unless specifically directed to do so.

ILLNESS REPORTING & SELF-ISOLATION

1. **If any participant or staff is asked to self-isolate due to potential COVID-19 exposure, all parents/guardians/participants involved in that program will be notified via email by JCE on the same day we are made aware of the potential exposure.**

2. **Every effort will be made to maintain confidentiality and privacy in received reports of illness.**
3. **Polk County Health Department will be contacted in the event a positive COVID-19 case is reported.**
4. **The following situations will result in participants or staff being asked to self-isolate for 14 days:**
 - a. A positive test for COVID-19
 - b. You have had direct/close contact (within 6 feet for 15 minutes) with anyone who has tested positive for COVID-19
 - c. You live with someone who has symptoms of, or has tested positive for COVID-19
 - d. Any international travel
 - e. Whenever a potential exposure to COVID-19 is reported, JCE leadership staff should be notified immediately. JCE will consult with the Polk County Health Department and JCSD leadership to determine the best next steps.
5. **Program rosters may be shared with local health officials for contact tracing purposes.**

CLOSURES

1. **Closure/cancellation decisions will be made on a case-by-case basis in consultation with Johnston Community School District leadership and the Polk County Health Department.**
2. **Partial refunds for reasons related to COVID-19 will be made whenever possible.** Every effort will be made to clearly communicate program-specific COVID refund practices during the registration process.

CLARIFICATIONS

Aquatics

1. General
 - a. All aquatics staff will wear face coverings except for when they are lifeguarding.
 - b. Locker rooms will be accessible from the pool deck for restroom use only.
 - c. Swimmers should arrive showered and dressed to swim.
 - d. Swimmers will be directed to socially distanced spaces in the bleachers to drop their extra clothes and belongings.
2. Open Swim is not available at this time.
3. Lap Swim / Diving
 - a. Lap swim is limited to one person per lane. If more swimmers show up than lanes are available, additional swimmers will have to wait for lanes to be available.
 - b. Swimmers are limited to one hour if others are waiting.
 - c. Diving will be available during designated times in the pool schedule.
 - d. 1 board / 2 lanes will be made available.
 - e. 1 diver is allowed to use the board at a time.
 - f. Divers are limited to one hour if others are waiting.
4. Swim Lessons (Group & Private)
 - a. Levels IV, V, and VI and private are the only swim lesson levels being offered at this time.
 - b. Swim lesson instructors will teach from the pool deck.
 - c. Each group lesson will be limited to 7 participants, spread across up to 4 lanes with not more than 2 students per lane, and socially distanced within their lane.
5. Blaze

- a. Practice groups will be limited to 32 total swimmers or 4 per lane.
 - b. Swimmers can only attend their scheduled practice time.
 - c. No more than 4 swimmers will be assigned to a lane.
 - d. Swimmers are allowed to bring their own equipment and water bottle and to keep it with them in a basket at the end of their assigned lane.
6. Aqua Aerobics
- a. Swimmers will be responsible for socially distancing themselves in the water.
 - b. Swimmers will not share equipment during class.

Tutoring

1. Tutors should greet their students at the door / outside of school facilities and walk them back to their designated space.
2. Tutors should wipe down surfaces used before and after each tutoring session with supplies provided.

Early Childhood