



Bristol Parks, Recreation, Youth and Community Services Covid-19 Policies and Procedures

Since the start of Covid-19 pandemic, the City of Bristol Department of Parks, Recreation, Youth and Community Services has remained committed to providing essential services to Bristol families. Our professional team, in conjunction with the Bristol-Burlington Health District, has established the following procedures in order to create an environment that reduces the chance of Covid-19 exposure.

Recreation

Face Coverings

Coaches and staff are required to wear a face mask or cloth face covering when unable to easily, continuously, and measurably keep 6 feet of physical distance from others, unless doing so would be contrary to his or her health or safety due to medical conditions. While engaged in the active play of sports or strenuous activities, athletes do not need to wear a face covering. However, athletes shall wear face masks at all other times. Instructions for use of cloth face covering are available from the CDC.

Executive Order 7BB does not require the use of face masks by:

- Anyone for whom doing so would be contrary to his or her health or safety because of a medical condition;
- Anyone under the age of 2 years, or an older child if the parent, guardian or person responsible for the child is unable to place the mask safely on the child's face.

Please note due these executive orders we cannot force anyone who falls within the aforementioned groups to wear masks

Staff Procedures

Staff will be asked to confirm that they do not have a fever, shortness of breath, or cough, using the Staff and participant self-assessment log. Head Staff will ensure that all Staff are wearing their face coverings at the appropriate time. Staff must notify the Recreation Supervisor of any out of State travel that could potentially increase exposure. Staff must report any child feeling sick to parents and the Recreation Supervisor as soon as possible. In general, staff should avoid handling participants' belongings. If handling of participant's belonging is needed, disposable gloves will be worn.

Program Procedures

Participants will be required to conduct a daily symptoms assessment, which will be recorded in the self-assessment log. This symptoms assessment may include temperature checks.

In order to prevent sharing equipment, participants are encouraged to bring and use their own equipment when possible. As always, equipment will be provided for those who need it. Equipment will be disinfected before and after every practice and game.

Programs will be conducted in small groups to allow for physical distancing. In order to reduce contact between participants, participants will not huddle at any point during the game or practice. Sportsmanship will continue in a touchless manner – no handshakes/slaps/fist bumps after games.

Participants are encouraged to bring their own hand sanitizer to program and games. The use of alcohol-based hand sanitizers will be supervised by staff.

Bristol Parks, Recreation, Youth and Community Services has implemented the respiratory hygiene policies. All staff will be required to cover coughs and sneezes with tissues or the corner of the elbow. Staff will be required to sanitize after coughing or sneezing. Staff will encourage children, when appropriate to cover coughs and sneezes with tissues or the corner of the elbow. Participants will be required to sanitize after coughing or sneezing. Soiled tissues will be disposed of in the designated non-touch container immediately after use.

All high contact surfaces will be disinfected after every program by staff.

Spectator Expectations

Spectators are required to bring and wear masks or cloth face coverings that completely cover the nose and mouth unless doing so would be contrary to his or her health or safety due to a medical condition. Spectators are expected to abide by social distancing, maintaining at least a 6ft distance between themselves and others not in their immediate household. Failure to comply with social distancing guidelines may result in being asked to leave a program. Individuals shall not congregate in common areas or parking lots following an event or practice.

Policies and procedures specific to our Fall Care program are available under the Fall Care Program at www.bristolrec.com. For more information regarding Covid-19 policies and procedures as relating to our Recreation Division please contact Amry Shelby at 860-584-6161.

Aquatics

Facility Guidelines

Dennis Malone Aquatics Center is open to members and the public alike on a "first-come, first-serve basis". We are limiting our pool capacity to a maximum of 30 patrons at any given time. Should we reach capacity, patrons will need to wait until another patron exits the water or the next swim session.

Upon check-in at the front desk, plexi-glass barriers will be in place for safety of our staff and for patrons. Temperatures may be checked upon entry. Any patron displaying signs of illness or coughing, may be asked to leave at the discretion of the staff. Additionally, markers will be on the floor to allow physical distancing. Only one person will be allowed to scan their card or check-in at the desk at one time. Swim times will be limited to 1.5 hours. Time slots include time for showering and changing, please plan accordingly as time slots will be enforced. Time between available time slots is used to clean and disinfect all surfaces.

There will be 3 lap lanes available, 2 patrons will be allowed per lane at a time, at opposite ends of each lane. The additional space in the pool will be open to a maximum of 24 people for a maximum, not to exceed 25 patrons in the pool at one time. Patrons must remain physically distanced from one another at least 6 feet at all times. Physical distancing must occur in entrance, lobby, locker rooms, and on pool deck. Face masks must be worn by patrons while entering the facility, while in the locker rooms, and while entering/exiting the pool. Swimmers are not required to wear masks while swimming, showering, or using the restroom facilities. All patrons entering the pool must shower with warm water and soap prior to entering the pool (per CT state law, this rule will be actively enforced). Lifeguards will be stationed at the locker room exits to the pool to enforce this policy. Please be respectful of our requirements and of our staff.

Patrons should wear masks or face coverings while in common areas for their safety and for the safety of the general public. Patrons entering the facility to observe family members are asked to remain in the spectator area at a physical distance of at least 6 feet at all times. Face masks are not required to be worn as long as physical distancing is taking place. Those with chronic health conditions or age 65+ are advised to stay home. There will be no gathering in the locker room spaces.

Drinking fountains are available as they are "touch-free".

For more information regarding Covid-19 policies and procedures as relating to our Aquatics Division please contact Jaimie Clout or Raelynn Andrews at 860-584-3837.

Youth and Community Services

Appointments

The Youth and Community Services Division, located at 51 High Street, is partially closed to the public (doors remain locked and the bell should be utilized for assistance). All meetings are scheduled by appointment only by calling 860-314-4690. Staff will meet their appointments at the door and assure that all the below procedures are followed. Masks must be worn in the building at all times. Temperature checks will be conducted before appointments and social distancing (6ft apart) must be maintained during visits. Any temperature registering over 99.9 will have to wait at least 15 minutes to have their temperature retaken. If their temperature is still high appointment will be rescheduled and necessary referral information will be given. All staff and public will utilize hand sanitizing stations before and after meetings, all areas will be cleaned and sanitized after each meeting.

Counseling Services

In order to keep our staff and clients safe, all individual and Family counseling will be by appointment only. The above guidelines for the appointments will be followed for all counseling services. Virtual counseling options are also available depending on the comfortability of clients and staff. Information regarding counseling appointments will be communicated directly to clients by staff members.

Youth Enrichment Programs

All youth enrichment programs run by Youth and Community Services Division will follow the above COVID guidelines. Group members are asked to ring the doorbell when they arrive for a program. Staff members, wearing masks, will take the temperature of all group members prior to them entering the building. Any temperature registering over 99.9 degrees will have to wait at least 15 minutes to have their temperature retaken. Should the temperature of the participant continue to register above 99.9 degrees, the participant will not be allowed to participate in the program that day. We ask that transportation remains in the parking lot until the participant's temperature is taken. Group numbers may be reduced from their traditional sizes to assure CDC regulations are followed. Virtual options for programming will be made available to families.

For more information regarding Covid-19 policies and procedures as relating to our Youth and Community Services Division please contact Stephen Bynum at 860-314-4690.

Department protocols if staff or participant(s) are diagnosed with Covid -19:

In February 2020, COVID-19 was added to the List of Reportable Diseases. Cases of COVID-19 infection must be reported immediately to the Connecticut Department of Public Health and to the local department of health in the town of residence of the case-patient by telephone on the day of recognition or strong suspicion of the disease. The COVID-19 report form is available on the DPH website at

<https://dphsubmissions.ct.gov/Covid/InitiateCovidReport>

Participants or staff members who test positive for Covid-19 will not be allowed to return to a Bristol Parks, Recreation, Youth and Community Services program until they received two negative tests in a row, at least 24 hours apart. A doctor's note will be required stating negative test results for any participant or staff member returning to site following recovery from Covid-19. A participant who tests positive for Covid-19 will receive a full refund for the time they are out of the program.

Participants or staff members who are determined to have had close contact with the infected participant/staff member (other program participants and staff) will not be allowed to return to a Bristol Parks, Recreation, Youth and Community Services program for 14 days after the last day they had contact with the affected participant/staff member, so long as they show no symptoms of Covid-19. A participant who is unable to attend a program due to the fact that a fellow participant has tested positive for Covid-19 will receive a refund for the time they are out of the program.

Any sibling attending/working at a program of the infected participant or staff member will be required to stay home for 14 days, and may return so long as they show no symptoms of Covid-19. A sibling asked to stay home from a program will be given a refund for the time they are out.

Staff and participants in the same program of above mentioned siblings will be monitored for symptoms but can continue to attend the program.

Other participants and staff not in the same program as the affected participant or sibling may continue to attend.

If a household member of a participant or staff member tests positive for Covid-19, the participant or staff member will be required to stay home for at least 14 days. Upon returning to the program, these participants or staff members must provide an end of quarantine notice from their local Health District. A participant who is unable to attend a program due to the fact

that a household member has tested positive for Covid-19 will receive a refund for the time they are out of care.

Additional practices to those below may be followed in consultation with the local health department or the CT Department of Public Health.

1. Our department in conjunction with the Bristol-Burlington Health District will determine the date of symptom onset for the participant/staff member.
2. Our department in conjunction with the Bristol-Burlington Health District will determine if the participant/staff member attended/worked at the program while symptomatic or during the two days before symptoms began.
3. Our department in conjunction with the Bristol-Burlington Health District will identify what days the participant/staff member attended/worked during that time.
4. Our department in conjunction with the Bristol-Burlington Health District will determine who had close contact with the participant/staff member at the program during those days (staff and other children).
5. Our department in conjunction with the appropriate staff will conduct appropriate cleaning and disinfection:
 - a. Close off areas used by the person who is sick.
 - b. Open outside doors and windows to increase air circulation in the areas.
 - c. Wait up to 24 hours or as long as possible before cleaning or disinfecting to allow respiratory droplets to settle before cleaning and disinfecting.
 - d. Clean and disinfect all areas used by the person who is sick, such as offices, bathrooms, and common areas.
 - e. If more than 7 days have passed since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary.
 - f. Shared bathrooms used by the participants or staff members will be taken offline for seven days. Other bathrooms will be made available to participants and staff on site.
 - g. Continue routine cleaning and disinfection.

Communications Policies:

Bristol Parks, Recreation, Youth and Community Services strives to provide the best possible communication between our department and our participants. In order to make sure that we have the most up-to-date contact information for your family, please make sure to update your contact information on your account and update online forms (General Health and Authorization Form, Pick-Up List) as needed.

Steps:

1. Visit www.bristolrec.com
2. Log into your account
3. Click on *My Account*
4. Edit your contact information and select *General Opt-In* and *Cancellation Opt-In*
5. Click on your participant's name
6. Scroll down to *Custom Forms*
7. Select *View/Edit* on the form you wish to update
8. Edit your form as needed
9. Click *Submit*
10. Follow steps 1-9 for any additional participants or forms.

All participants and staff are required to self-report immediately if they are experiencing COVID symptoms or have tested positive for COVID-19, or have come in close contact with someone who has tested positive for COVID-19 within the last 14 days.

To self-report call 860-584-6161. If no one answers, please leave a detailed voicemail indicating the name and contact information and a staff member will call back as soon as possible.

Upon learning of any potential COVID exposure, first, Parks, Recreation, Youth and Community Services staff will contact the local Bristol-Burlington Health Department. Secondly, the Department will communicate with participants and staff about the possible exposure and appropriate procedures in the following order:

1. Same program
2. Same site
3. Other program/sites

Due to the Health Insurance Portability and Accountability Act (HIPAA), our Department is not able to disclose which participant or staff member tested positive.

Future Polices:

The above list is not necessarily inclusive of all necessary policies and protocols that should become necessary during these unprecedented times. All operations should be conducted in the safest manner possible and should always prioritize safety. Due to the evolving nature of COVID-19 and updates from the State of Connecticut, Bristol Parks, Recreation, Youth and Community Services reserves the right to change policies or procedures at any

time at their discretion for any reason they deem necessary. Updates in policies will be communicated to staff, participants, and guardians in a timely manner.

Symptoms of Covid-19 (cdc.gov):

“People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19:

- Cough
- Shortness of breath or difficulty breathing
- Fever >100.00 deg. F
- Chills
- Muscle pain
- Sore throat
- New loss of taste or smell

Children have similar symptoms to adults and generally have mild illness.

This list is not all inclusive. Other less common symptoms have been reported, including gastrointestinal symptoms like nausea, vomiting, or diarrhea.

When to Seek Emergency Medical Attention:

Look for emergency warning signs* for COVID-19. If someone is showing any of these signs, seek emergency medical care immediately

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

*This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you.

Call 911 or call ahead to your local emergency facility: Notify the operator that you are seeking care for someone who has or may have COVID-[19 \(www.cdc.gov\)](https://www.cdc.gov)

The CDC recommends the following for Covid-19 patients (cdc.gov):

“People with COVID-19 who have stayed home (home isolated) can leave home under the following conditions**:

If you have not had a test to determine if you are still contagious, you can leave home after these three things have happened:

- You have had no fever for at least 72 hours (that is three full days of no fever without the use of medicine that reduces fevers) AND
- other symptoms have improved (for example, when your cough or shortness of breath have improved) AND
- at least 10 days have passed since your symptoms first appeared
- If you have had a test to determine if you are still contagious, you can leave home after these three things have happened:
 - You no longer have a fever (without the use of medicine that reduces fevers) AND
 - other symptoms have improved (for example, when your cough or shortness of breath have improved) AND
 - You received two negative tests in a row, at least 24 hours apart. Your doctor will follow [CDC guidelines](#).

People who DID NOT have COVID-19 symptoms, but tested positive and have stayed home (home isolated) can leave home under the following conditions**:

- If you have not had a test to determine if you are still contagious, you can leave home after these two things have happened:
 - At least 10 days have passed since the date of your first positive test AND
 - You continue to have no symptoms (no cough or shortness of breath) since the test.
- If you have had a test to determine if you are still contagious, you can leave home after:
 - You received two negative tests in a row, at least 24 hours apart. Your doctor will follow [CDC guidelines](#).

Note: if you develop symptoms, follow guidance above for people with COVID19 symptoms.

**In all cases, follow the guidance of your doctor and local health department. The decision to stop home isolation should be made in consultation with your healthcare provider and state and local health departments. Some people, for example those with conditions that [weaken their immune system](#), might continue to shed virus even after they recover”.

Hotlines:

Bristol Health COVID-19 hotline (860-261-6855) is available for residents to ask Bristol Health staff questions about the coronavirus.

Bristol All-Heart Hotline (860-584-6253) has been established for Bristol residents in need of social services or other support during this public health emergency.