

COVID 19 Guidance for Girls Inc. at YWCA Summer Programs

Below are guidelines that were suggested by the NYS Department of Health, these guidelines are minimum requirements only and any employer is free to provide additional precautions or increased restrictions. These guidelines are based on the best-known public health practices at the time of publication and the documentation upon which these guidelines are based can and does change frequently.

Parents/Campers:

The following guidelines will be followed in order to obtain safety for our employees and campers at Girls Inc. at YWCA:

Face Coverings:

- Children/campers over the age of 2 are encouraged but not required to wear face coverings as feasible. Face coverings should not be used by children under the age of 2, or for anyone who is unable to medically tolerate such covering, including children/campers for whom such covering would impair their health or mental health, or where such covering would present a challenge, distraction, or obstruction to the child care or day camp programs. In addition, the outdoor space that belongs to and/or is exclusively used by the childcare or day camp program is not considered a public place for the purposes of this guidance. Children/campers are not required to wear a face covering when utilizing the outdoor space that belongs to and/or is exclusively used by the childcare or day camp program. Although a child wearing a mask isn't required, we encourage parents to make the best decision for your child.

Group Sizes:

- Children/camper groupings are to be kept as static as possible by having the same group of children/campers stay with the same staff whenever and wherever possible. In our organization, groups will be divided by age. (5-9yrs old, 9-12 yrs. old and 13 and up.)
- Group size must be limited to no more than ten (10) children or campers.
- Girls Inc at YWCA will put in place measures to reduce bi-directional foot traffic using tape or signs with arrows in narrow aisles, hallways, or spaces, and post signage and distance markers denoting spaces of six feet in all commonly used areas and any areas in which lines are commonly formed or people may congregate (e.g. vestibules in large facilities during drop off and pickup).

Drop off/Pick up Procedures: Girls Inc at YWCA put in place measures for child/camper drop-off and pick-up procedures to allow for strict social distancing of six feet between parents/guardians and employees.

- Parents/guardians are not permitted to spend an excessive amount of time in the childcare or day camp facility.
- A schedule of staggering arrival and drop-times will be provided.
- When feasible, staff will receive the child or camper from the parent/guardian at the beginning of the day and bring the child or camper out to the parent/guardian at the end of the day, so that parents/guardians don't have to enter the facility or program area.
- Strategies will be created for limiting the number of parents/guardians into the facility or program area at any time.

Transportation/Field Trips:

Girls Inc. at YWCA must make all reasonable efforts to maintain stable groups of children/campers in vehicles.

- In any situation where groups of children/campers must be mixed within a vehicle, the staff must ensure that seating of individuals, including the employees and children/campers, is arranged in a manner that maximizes the distance between the different groups of children/campers and employees.
- Staff must ensure that all individuals, including the driver, employees, and children/campers who are over the age of two and able to medically tolerate a face covering, are wearing face coverings.
- Staff should ensure that when children/campers are boarding the vehicle, they are occupying seats from back to front, where feasible.
- Staff should increase ventilation, when weather permits, within any vehicle (e.g. opening the top hatches of buses or opening windows) within the discretion of the driver or program operator/manager.

Hygiene/Handwashing Procedures: All employees/staff and children/campers must perform hand hygiene immediately upon entering the program. Girls Inc. at the YWCA must provide and maintain hand hygiene stations on site, as follows

- For handwashing: soap, running warm water, and disposable paper towels.
- For hand sanitizing: an alcohol-based hand sanitizer containing at least 60% alcohol for areas where handwashing facilities may not be available or practical.
- Make hand sanitizer available throughout common areas on site. It should be placed in convenient locations, such as at entrances, exits, elevators, and security/reception desks.

Children and staff are required to practice hand hygiene:

- o Upon arrival to the first program activity;
- o Between all program activities;
- o After using the restroom;
- o Before eating; and,
- o Before departing the last program activity.

Outside Toys: Girls Inc. at the YWCA strongly encourage children not to bring in toys from home. Should a toy from home be brought to the childcare or day camp facility or area, staff must ensure that children do not share the toy with others.

- Certain measures will be implemented to limit sharing of personal items between children/campers by keeping each child's or camper's belongings separated from others' and in individually labeled containers or areas and ensure they are taken home and cleaned and disinfected regularly, as possible.

Screening and Testing: Girls Inc. at the YWCA will be conducting a screening which must be completed by using a questionnaire that determines whether the camper/parent guardian has:

- (a) knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive for COVID-19 or who has or had symptoms of COVID-19;
 - (b) tested positive for COVID-19 in the past 14 days; and/or
 - (c) has experienced any symptoms of COVID-19 in the past 14 days.
- Refer to CDC guidance on "Symptoms of Coronavirus," for the most up to date information on symptoms associated with COVID-19.
 - Employees will be required to make visual inspections of children/campers, throughout the day, for signs of potential COVID-19 illness which could include flushed cheeks, rapid breathing or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness.

- Girls Inc. at YWCA requires employees and parents/guardians to immediately disclose if and when their responses, or responses of their children/camper, to any of the aforementioned questions changes, such as if they begin to experience symptoms, including during or outside of childcare or day camp hours.
- If a child was feeling sick or was sent home due to not feeling well, upon return at 24 hours, the child must have temperature taken by a designated staff member with a disposable thermometer.
- A log will be maintained of every person, including employees, parents/guardians, children, and any essential visitors who may have close or proximate contact with other individuals at the work site or area; excluding deliveries that are performed with appropriate PPE or through contactless means. Log should contain contact information, such that all contacts may be identified, traced and notified in the event an employee, parent/guardian, child or visitor is diagnosed with COVID-19.

Tracing and Tracking:

In the event that a parent/guardian of a child/camper in the child care or day camp program must be isolated because they have tested positive for, or exhibited symptoms of, COVID-19, Staff must advise the parent/guardian that they cannot enter the site for any reason, including picking up their child.

- If the parent/guardian – who is a member of the same household as the child/camper – is exhibiting signs of COVID-19 or has been tested and is positive for the virus, Staff must utilize an alternate parent/guardian or emergency contact authorized by the parent to come pick up the child. As a “close contact,” the child/camper must not return to the childcare or day camp for the duration of the quarantine.
- If the parent/guardian – who is a member of the same household as the child/camper – is being quarantined as a precautionary measure, without symptoms or a positive test, child care or day camp staff should walk out or deliver the child/camper to the parent/guardian at the boundary of, or outside, the premises. As a “contact of a contact,” the child/camper may return to the childcare or day camp during the duration of the quarantine.
- If a child/camper or their household member becomes symptomatic for COVID-19 and/or tests positive for COVID-19, the child must quarantine and may not return or attend the childcare or day camp program until after quarantine is complete.

In the case of an employees, parent/guardian, or child/camper testing positive, the Staff must cooperate with the state and local health department as required to trace all contacts in the workplace, and the state and local health department where the site is located must be notified of all individuals who entered the site dating back to 48 hours before the employee, parent/guardian, or child/camper first began experiencing COVID-19 symptoms or tested positive, whichever is earlier. Confidentiality must be maintained as required by federal and state law and regulations.



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For more information, please visit:

New York State Department of Health Novel Coronavirus (COVID 19) Website
<https://coronavirus.health.ny.gov/>

Centers for Disease Control and Prevention Coronavirus (COVID 19) Website
<https://www.cdc.gov/coronavirus/2019-ncov/index.htm>



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Parent/Guardian Signature

Date

Agency Representative

Date



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