



## COVID-19 PREPAREDNESS PLAN

### NHCA, YOUTH SPORT ACTIVITIES, NORTH HEIGHTS CHRISTIAN PRESCHOOL AND CHILD CARE, CELEBRATE DANCE, KARATE

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The purpose of this plan is to protect the safety of our staff, visitors, guests, and students. Additionally, to comply with the Center for Diseases Control (CDC) guidelines and the Minnesota Department of Health provided they do not conflict with our core values for Christian ministry.

#### **General Requirements:**

This guidance document outlines the practical application of prevention strategies to reduce the spread of COVID-19 in youth and student programs.

We will continue to monitor the number of positive cases within the county and the North Heights community and make adjustments as needed to this plan.

#### **General Guidance:**

**Individuals experiencing any of these symptoms, should refrain from entering our facilities for the safety of others.**

##### **Symptoms of COVID-19 can include:**

- fever • chills • sore throat
- cough • headache • loss of taste or smell
- shortness of breath • muscle pain • gastrointestinal (nausea, vomiting, or diarrhea)

#### **Hygiene and resource controls:**

**Individuals are encouraged to regularly wash their hands.** Handwashing and/or hand-sanitizer facilities are readily available.

Protective supplies, such as non-medical cloth face coverings, gloves, and disinfectant, are available at the COVID-19 Resource Tables located at various entrances.

## **Social Distancing:**

To reduce transmission risk in the school setting, CDC recommends maintaining at least 3 feet of physical distance between students within classrooms whenever feasible. Additionally, the CDC continues to recommend maintaining a distance of at least 6 feet between students and staff, as well as 6 feet of distance between staff who are not fully vaccinated whenever feasible.

## **Face coverings (Facemasks):**

All people are required by Centers for Disease Control and Prevention (CDC) order to wear face coverings while in public transportation hubs and on all public transportation conveyances (airplanes, public buses, etc.), including school buses (both public and private)

Additionally, we strongly recommend universal **indoor masking** by all students (age 2 and older), staff, teachers, and visitors, regardless of vaccination status.

This plan provides for minimal exceptions (to the recommendation) and are described in part as follows:

1. When engaged in physical activity (e.g., during recess or physical education) or sporting events where the level of exertion makes wearing a face covering difficult or impracticable.
2. When exercising in an indoor business or public indoor space such as a gym, fitness center, Dance Studio or Karate Studio, while the level of exertion makes it difficult to wear a face covering.
3. When eating or drinking.
4. During practices or performances involving singing, acting, public speaking, or playing musical instruments that make wearing a face covering difficult or impracticable.
5. Individuals with a medical condition, mental health condition, or disability that makes it unreasonable for the individual to maintain a face covering.

We continue to strongly recommend wearing facemask when not participating in the actual sport or performance activity.

In general, people do not need to wear masks when outdoors.

## **Minimize opportunities for mixing between groups**

Keep groups together; maintain the same groups from day to day. This will help reduce potential exposures and may prevent an entire program from shutting down if exposure occur

## **General Building Conditions and Ventilation Protocols:**

Check all HVAC systems daily to assure they are working properly. Units should run 24/7 when possible.

Change air filters quarterly on all units to improve ventilation and exchanges for air from outside to the extent possible.

All systems shall be on a Preventive Maintenance Schedule (PM) with a qualified HVAC Vendor.

The building shall be inspected regularly by Staff for indications of pest or vermin infestation, and by a pest control professional, as appropriate.

## **Cleaning and Disinfecting Protocols:**

### **Classrooms:**

Students will be encouraged to use hand sanitizer/wash hands as they enter and exit the classroom. As well as various times during the day.

**Door Handles:** Exterior handles. The custodial team will disinfect/sanitize handles while students are in class.

Interior Handles. Teachers will sanitize as needed after each passing period. All door handles will be disinfected/sanitized at the end of each day.

**Desks/Chairs:** Will be sanitized/disinfected during lunch and at the end of the school day, by the teacher or another person designated by the teacher. Custodial staff will disinfect each classroom at the end of each day.

**Class room Sinks/Drinking fountains/Towel and soap dispensers:** Class room drinking fountains will be turned on. Sinks and dispensers will be disinfected daily, by the custodial staff and sanitized throughout the day, by teachers or other designated person.

**Lockers:** All lockers will be sanitized/disinfected at the end of each day.

### **Entry Ways:**

Handles and High touch surfaces will be disinfected /sanitized hourly and at the end of each day by the custodial staff. (Unless designated to another person/staff member)

### **Bathrooms:**

Entry door handles, stall handles, toilets/urinals, paper towel and soap dispensers. Mirrors, sinks/faucets. All bathroom fixtures will be disinfected/sanitized between all passing periods. Every hour, and a half, and at the end of each day. This includes kindergarten.

### **Lunch Room:**

Lunch room tables will be sanitized/disinfected by staff, before, during and after lunch periods.

### **Nurses Rooms:**

In the event that a student would become systematic during the day they will go to the nurse office. Once they leave, the nurse office room will be shut down for 24 hours. Then it will be Disinfected and sanitized by the custodial team.

Our Custodial team uses a disinfectant that has a 5 minute Coronavirus contact time.

## **Food Services**

Individuals may bring in individually wrapped food or beverages for their personal consumption. Additionally, individual wrapped food or beverages prepared or packaged by a licensed commercial kitchen may be shared.

Food or beverages needing to be divided (communal food) is not allowed, unless handled/distributed by North Heights licensed Commercial kitchens or a licensed caterer and under the supervision of licensed food

handlers. An outside caterer must be approved in advance by North Heights, provide a copy of their license and a Certificate of Insurance naming North Heights Lutheran Church as an “Additional Insured”

### **Staff, Volunteers & Visitors:**

For building security, enter and check in and fill out the “Staff & Visitor Sign-In Sheet”. Additionally, review the “Visitor and Employee Health Screening Checklist”.

For the safety of visitors, staff and volunteers should review the check list.

### **Communications & Training Practice Protocol:**

NHCA will follow the COVID-19 Health Screening Flowchart and coordinate with the Minnesota Department of Health and other appropriate agencies upon identifying (trace testing) an exposure, or positive test. Handling a suspected or confirmed case of COVID-19: Minnesota Rule 4605.7070 requires North Heights to report cases of COVID-19 to MDH.

All leadership and staff will be trained regarding COVID-19 precautions, as well as applicable policies, procedures, practices, and protocols.

Signage and messaging will be located around the campuses regarding the COVID-19 precautions.

### **Making decisions about operations**

The following incidents need to be reported ASAP (not later than 24 hours) to the COVID-19 PLAN Administrator:

*Exposure to COVID-19 but NO Symptoms, Household Member with positive COVID-19 diagnosis, Have COVID-19 Symptoms, or a Positive COVID9 diagnosis.*

The PLAN Administrators shall make decisions in collaboration with local health officials based on a number of factors, including the level of community transmission, where cases are identified and other indicators local public health officials are using to assess the status of COVID-19. From that assessment decide on the appropriate course of action.

### **Additional Resources:**

<https://www.health.state.mn.us/diseases/coronavirus/schools/schoolrecs.pdf>

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-guidance.html>