

GREAT FUTURES START HERE.



BOYS & GIRLS CLUBS
OF BEND

COVID Prevention Updates

As of 12/30/2020

- Aligning with School Protocols: In coordination with BLS District, BGCB is enhancing some of our practices to align with the school district to the extent possible. This includes:
 - Creating additional space between cohort desks & seating to allow 6ft of distance
 - Newly taped off desks, name tags on assigned seats, and signage to show where members may NOT sit.
 - Newly labeled bins with restocked supplies for each member. Not to be shared with anyone.
 - All supplies are sanitized at the end of each day, and shared supplies are sanitized between uses.
 - Providing each group with a bin of additional masks for members to change out as needed each day (improving process for this so that they are changed frequently).
 - Setting up a reward system for members consistently wearing masks properly
 - Providing additional distance for members during meal times
- Staff Updates
 - All staff desks (front desk and admin office) have been taped off at a 6' distance to ensure that social distancing is clearly defined
 - Added policy that staff never go within 6ft of another staff member (exceptions made for less than 15 min increments when child safety is at stake).
 - Staff meetings will take place in the gym, chairs will be placed 10' apart, and staff will wear their mask at all times. Eating and drinking will not be allowed at staff meetings.
 - Staff will have one designated area to eat meals with only one person at a time and the area will be sanitized between uses. Staff may not congregate in lobbies or other areas to eat lunch. Staff must continue to follow distancing protocols on their breaks.
 - All program staff have completed various trainings (through BGCA and otherwise) over the closure to enhance knowledge of additional safety protocols.



**All belongings need to be on
the back of your chair.**



**They may not come in
contact with any other
belongings or members
No belongings on tables,
desks, or floor**

- General Program Updates

- Purchased two purifiers for each program area to improve air quality (arriving 1/6/2021)
- Screening protocol and sick policy have been updated with additional questions and clarified
- Signage has been added throughout the building with reminders about hand washing, symptoms, distancing, mask-wearing, etc.
- Cleaning checklists for each program area have been updated with hourly/daily expectations. Supervisor signature is required as tasks are completed
- Updated cleaning supply bins for each program area, including soap water solution, sanitizing wipes, sanitizing spray, paper towels
- No outside services will be allowed (such as music through CSM for the Kinder group)
- Travel policy will be extended to members and a question about travel will be added to screening protocol
- Eliminated all difficult-to-clean shared supplies such as LEGO's, board games with small pieces, etc.
- Updated handwashing signs in each area to remind members and staff when they need to wash and/or sanitize
- Updated Gym usage schedule to allow only one group at a time. Includes protocol for program staff to sanitize between uses.
- Gym supplies separated and stored in bins/bags in classrooms rather than in gym to make sure nothing can be shared between stable groups by accident.
- Bathroom usage protocol/clearly labelled signs for each cohort. Gym bathroom entrance marked off with tape, cones and delineators to ensure members and staff know where to stand while waiting. Enhanced required protocol for sanitization between uses.