



**BOYS & GIRLS CLUB**

**Of El Campo / Palacios**

**These guidelines are setup to protect your child and staff members in the fight against the COVID-19 pandemic and the spreading of germs.**

Open will begin on June 1st and End Thursday on July 23

Club Hours 7:30 a.m. to 3 p.m.

Club will be open Monday – Thursday. On Fridays, we will be closed for deep cleaning

**ONLY EMERGENCY PERSONNEL WILL BE ALLOWED TO ENTER BUILDING**

**AT NO TIME WILL PARENTS/GUARDIANS OR PUBLIC BE ALLOWED TO ENTER BUILDING**

**Backpacks, purses or personal items will NOT be allowed at anytime**

El Campo ISD will be providing lunch daily except the week of June 29<sup>th</sup> – July 3<sup>rd</sup>. Please bring a sack lunch with your child's name marked on the outside June 29<sup>th</sup> – July 3<sup>rd</sup>.

Palacios Members will need to bring their lunch every day with their child's name marked on the outside.

**Requirements for child/children to attend Summer 2020**

- Child/Children and staff are required to stay at home if sick. They must NOT show any symptoms related to COVID-19 or the flu
- Water bottle to be left at the Club marked with Child's name
- Change of clothing in a Ziploc bag to be left at the Club with Child's name
- Masks are required
- Youth are to comply with Club's safety policies and member expectations. At no time is teasing or bullying allowed.
- Medicine is not allowed in the Club. The Club does not dispense or allow youth to have medicine.
- Youth expectations and Club discipline policy are outlined in our Parent Handbook.

**Drop off procedures will be as follows:**

- Drop off hours are from 7:30am to 9:30am **ONLY**
- After 9:30 a.m. No member(s) will be allowed to enter the club for any reason
- Parent and child/children will come to the front door
- While parent waits outside preferably in their car, the child will do the following;
  - A. Answer a series of questions
  - B. Have temperature taken
  - C. If child passes screening, he/she may enter the building
  - D. Wash his/her hands for 20 seconds
- Child/children will then go straight to his/her designated classroom
- We will not check your child for rash unless visible
- Child/Children must adhere to the Club's dress code as addressed in our Parent Handbook.

Pick up procedures will be as follows:

- Pick up time is after 2pm unless prior arrangements have been made with our front office. If children are picked up early they cannot return that day.
- Parent send a notification through the app Groupme to the club and inform staff that they are outside and name the child they are picking up
- Parent will show ID at the window and child will be called
- Only those listed on member's pick up list are authorized to pick up the child
- Child will come to the front
- Child will wash their hands for 20 seconds
- Child will have temperature taken
- Child will answer a series of questions
- If child is picked up for an appointment during the day, the child will not be allowed to return until the following day
- Late fees will be assessed \$1 per minute and are to be paid at pickup

Break out procedure

- Any employee or child will be sent home who has any of the following new or worsening signs or symptoms of possible COVID-19: Cough, Shortness of breath or difficulty breathing, Chills, Repeated shaking with chills, Muscle pain, Headache, Sore throat, Loss of taste or smell, Diarrhea, Feeling feverish or a measured temperature greater than or equal to 99.5 degrees Fahrenheit.
- Child's parents/guardian will be notified immediately for pick up. Child must be picked up within 30 minutes of notification.
- **When a child is sick and parent listed under main contact does not answer, all contacts listed will be notified. In the event that all attempts are exhausted and the child is not picked up within 30 minutes, the Club reserves the right to remove child/children from future participation in the program.**
- In the case of child or employee who was diagnosed with COVID-19, the individual may return to the Club when all three of the following criteria are met:
  - at least 3 days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications); and the individual has improvement in respiratory symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared; or –
- In the case of a child or employee who has symptoms that could be COVID-19 and does not get evaluated by a medical professional or tested for COVID-19, the individual is assumed to REVISSED MAY 18, 2020 MINIMUM STANDARD HEALTH PROTOCOLS 1. CHILD CARE CENTERS: Page 9 of 13 have COVID-19, and the individual may not return to work until the individual has completed the same three-step criteria listed above; or –
- If the child or employee has symptoms that could be COVID-19 and wants to return to work before completing the above self-isolation period, the individual must obtain a medical professional's note clearing the individual for return based on an alternative diagnosis.
- No employee or child with known close contact to a person who is lab-confirmed to have COVID-19 to return to the Club until the end of the 14 day self-quarantine period from the last date of exposure
- If a child or staff has a confirmed case of COVID-19, the individual is required to inform the Boys & Girls Club of El Campo/Palacios.

If an executive order or other direction is issued by the Governor, the President, or any other applicable authority, that is more restrictive than this emergency rule or any minimum standard relating to the operations addressed in this emergency rule, the operations must comply with the executive order or other direction.

## Got questions? Please feel free to call the Club at 979-543-8320

Space is limited there will be a ratio of 9 members to 1 employee. Social distancing will be enforced and hygiene procedures must be followed (Frequently washing hands)

At any time we reserve the right to ask parent to pick up child/children within 30 minutes of contact or **the Club reserves the right to remove child/children from future participation in the program.**

Members must attend Club daily. Members are required to attend the Club 3 days a week. The Club reserves the right to remove member from program to allow another parent to enroll their child. Parent must inform Club of absence and receive approval for member to return.

All payments are non-refundable.

These rules are set in place for the safety and well-being of our club members and staff. WE have put in place these preventative measures in order to best serve our community and reduce the spread of COVID-19, however, the club cannot guarantee that you or your children may/may not become infected with COVID-19. Our club will continue to follow the current guidelines set in place by the CDC, our federal, state local governments and the Matagorda and Wharton County Health Departments, and will make adjustments if necessary in order to continue to provide the safest environment possible. If you have questions or concerns please feel free to contact the executive director at 979-543-8320 or by email at [cpo@bgcelcampo.org](mailto:cpo@bgcelcampo.org).

I have read the above guidelines and understand the parameters of enrolling my child into the club, all payments are non-refundable and will be collected at registration time by way of debit or credit card only.

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Signature

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Date