

Cottonwood Creek COVID-19 Health and Safety Plan

**Overview**

* Changes in Programming: Reduced time and suspension of certain activities will help limit exposure and promote sanitization and cleaning procedures.
* Health Screenings: It is important that children, families, and leaders (staff and volunteers) who display symptoms of illness remain at home. Leaders and children will be health screened prior to entering classrooms.
* Minimized Traffic in Children’s Areas: The number of people entering the children’s spaces will be limited to minimize exposure. Only essential leaders and one parent/guardian, if possible, will enter children’s areas.

**Program Changes**

* Awana will reduce meeting time to 1 hour each week
* We will not hold Opening Ceremony (leaders and Clubbers will go directly to their rooms)
* We will not participate in Game Time
* No snacks, food or drink will be served
* Special Events (such as Operation Christmas Child and Christmas Party) will be suspended
* No Theme weeks to reduce extra items brought from home

**Masks**

* Staff and volunteers will follow the Texas Governor’s directives for wearing masks.
* Masks are strongly encouraged for clubbers 10 years and above

**Leaders’ (Staff & Volunteers) Health and Safety**

Leaders should self-evaluate their health at home and remain at home if they have displayed any of the following symptoms within the past 48 hours:

• Temperature of 100.0 or higher • Cough • Shortness of breath or difficulty breathing • Chills • Repeated shaking with chills • Muscle pain • Headache • Sore throat • Loss of taste or smell • Diarrhea • Known close contact with someone who is lab confirmed with COVID-19

Leaders will:

* Undergo a health screening, with temperature check, upon arrival
* Stay at home if they exhibit any signs of illness
* Immediately wash their hands upon entering the building
* Continue good hand hygiene and respiratory etiquette

**Clubber Health and Safety**

Clubbers parents should evaluate their health at home and remain at home if they have displayed any of the following symptoms within the past 48 hours:

• Temperature of 100.0 or higher • Cough • Shortness of breath or difficulty breathing • Chills • Repeated shaking with chills • Muscle pain • Headache • Sore throat • Loss of taste or smell • Diarrhea • Known close contact with someone who is lab confirmed with COVID-19

Clubbers will:

* Undergo a health screening, with temperature check, upon arrival
* Stay at home if they exhibit any signs of illness
* Wash their hands prior to entering their classroom
* Continue good hand hygiene and respiratory etiquette

Classrooms:

* Clubbers will have an assigned classroom to report to
* Classrooms will practice social distancing from other groups
* Numbers of children per square feet of classroom space will be reduced, per Texas Governor guidelines for childcare centers
* Large group lessons will only be held if social distancing between groups can be maintained

Backpacks/Diaper Bags/Personal Items in the Classroom:

* Puggles (Nursey): parents may provide essential supplies in a clear, labelled Ziploc bag, including bottles and sippy cup
* Cubbies (Preschool): Do not bring personal drinking cups into the classroom
* Sparks, T&T, TREK and Journey (Elementary-High School): may bring their Bibles and Bible bags for personal use. Do not bring other personal items or toys into the classrooms.

 Buggies:

* Leaders will maximize space between rider
* Buggies will be cleaned and disinfected between uses

 Illness During Class:

* If a child exhibits symptoms of illness, a leader will isolate them in a safe, secure and caring environment until they are picked up. When notified, parents must pick up a sick child immediately along with all siblings
* Parents of exposed children will be notified
* We will follow health and safety guidelines from the State of Texas and the CDC to determine when a return to the program is appropriate for both leaders and children

**Drop Off & Pick Up Procedures**

Hallway Social Distancing: Families should do their best to observe proper social distancing while checking in and picking up children. Please limit family groups to only one family member dropping off or picking up Clubbers.

Health Checks and Check In:

* At the check-in kiosks, a leader will take the temperature (no-touch thermometer) of all Clubbers upon entering the building
* Clubbers will be checked in only after parents confirm that their child has not exhibited any of the following symptoms within the past 48 hours: ▪ Temperature of 100.0 or higher ▪ Cough ▪ Shortness of breath or difficulty breathing ▪ Chills ▪ Repeated shaking with chills ▪ Muscle pain ▪ Headache ▪ Sore throat ▪ Loss of taste or smell ▪ Diarrhea ▪ Known close contact with a person who is lab-confirmed to have COVID-19
* Assigned leaders will then enter the family’s phone number in the kiosk and print the Clubber’s security label for 2nd grade and under
* Parents will take the printed labels and attach them to their own children before dropping them off at their classroom
* For Clubbers 3rd grade and above, they will check in at a desk at one of the staircases. Assigned leaders will take their temperature (no-touch thermometer), ask health questions and give a colored sticker to the Clubber to indicate they have been checked
* Clubbers will not be allowed in the classrooms without either a security label sticker or the assigned sticker for that week

Pickup:

* Puggles and Cubbies (Nursery-Preschool): Proceed to the child’s classroom for pickup, observing hallway social distancing as much as possible Note: If the same parent/guardian of a preschooler is also picking up a 1st-3rd grader from the gym, the preschooler should be picked up first (to limit kids in narrow preschool hallways)
* Sparks (K-2nd): Pick up will be from the gym. There will be an assigned entrance and exit to keep the flow moving.
* T&T through Journey (3rd grade and up): Are released on their own. Families should agree on a meeting place before dropping off.

**Classroom Health and Safety**

Facilities Staff:

* Will sanitize and disinfect all classrooms

Leaders will be responsible for:

* Practicing appropriate hand hygiene and respiratory etiquette
* Sanitizing and disinfecting all frequently touched surfaces such as light switches, doorknobs, faucets, counters, tables, chairs, and toys between uses and after dismissal of the last student
* Ensuring Clubbers wash hands according to CDC guidelines (20 seconds with soap and water) upon entering the classroom
* Encouraging social distancing of Clubbers

Classroom Supplies:

* Leaders will have access to masks, disinfectant cleaners, disposable gloves, antibacterial wipes, and hand sanitizer
* In preschool, toys will be limited and will not be shared with other classrooms

For questions, please contact:

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