



[info@libertybellathletics.com](mailto:info@libertybellathletics.com)

## **Liberty Bell Athletics Operational Procedures for Re-Opening (6/15/20 – 6/21/20)**

On June 15<sup>th</sup>, 2020, Liberty Bell Athletics will reopen in accordance with the Pennsylvania Department of Health, and under the CDC Guidance for businesses. If you have questions about specific regulations, contact Liberty Bell Athletics or view the official [CDC Business COVID-19 response advisements](#).

### **Facility Proceedings**

#### **❖ Sanitation**

- If you do not feel comfortable returning to the facility, you are not obligated to return.
- Disinfect key points throughout the facility, a minimum of twice a day. Staff will be positioned to these key points every day.
- Disinfect active equipment after each camp-period when feasible.
- Hand sanitizer will be provided throughout the facility and is to be used by each member of the camp-cohort, in between use of and rotation through the equipment.

#### **❖ Facility Social Etiquette**

- Create an easily passable pathway at entrances and exits to keep social distancing practices.
- Guardians that would like to observe camp, may not congregate in the lobby; they must proceed to the balcony. If possible, please keep your visit brief.
- All observation areas will be marked to maintain social distancing per six feet.
- Customers will be guided to the correct areas with directional markers on the floor and by Liberty Bell Athletics employees.
- Any business/separate group running a camp program and utilizing the facility must abide by the rules and procedures of Liberty Bell Athletics.

#### **❖ Family Social Etiquette**

- Practice social distancing measures.
- A drop-off zone will be designated for camp-athletes to be greeted by Liberty Bell Athletics staff and safely directed into the building. This process will be replicated for departure as well.
- Limit non-attendee entrance to one guardian per family; non-participant siblings are prohibited.
- Campers and guardians must sanitize hands every time they enter and depart the facility.
- Every camp-athlete is required to bring a personal bag where their belongings will be placed before hanging their items on their designated hook, or in their designated area for that day.

#### **❖ Staff and Customer Health Screening**

- Employees, Campers, and Guardians must answer a series of questions at all entranceways. We will be using the following health screening inquiry:
  - Have you been in close contact with a confirmed case of COVID-19?
  - Are you experiencing a cough, shortness of breath, or sore throat?
  - Have you had a recent loss of taste or smell?
  - Have you had vomiting or diarrhea in the last 24 hours?
  - Have you had a fever in the last 48 hours, or do you currently have a fever higher than 100.4 degrees?



[info@libertybellathletics.com](mailto:info@libertybellathletics.com)

- If the answer is yes to any of the above questions, the individual(s) will be required to leave the premises and advised to follow medical care and/or COVID-19 testing, per CDC guidelines.
- All staff must check their temperature before coming to the facility each day. Employees need to contact their superior if they feel symptomatic or have been exposed to the virus.
- All parents are required to take their child's temperature, record it on the daily assessment form, and submit that form prior to arrival to the facility. If mandated by the camp-coach, the child will be tested at the facility. This may be a redundancy during this first phase of reopening. So, the assessment form that will be emailed to parents before each day of camp, is still required.
- There will be no detailed health record kept containing personal medical information. We will maintain the ability to contact-trace, using both the daily-assessment-form and the pre-entry-inquiry; however, we are equally committed to the maintenance of privacy and confidentiality at the highest degree.
- Currently, families or individuals who have encountered the virus are not permitted to enter the facility; high-risk individuals ought not enter the building.
- Safety signs will be posted throughout the facility to continue to inform staff, participants, and families about facility and personal protocol.

### **Staff Responsibilities**

#### **❖ General Duties**

- Staff will be required to practice social distancing measures.
- Staff members are required to wear face coverings when in the facility. Face coverings will be provided, yet employees are encouraged to bring a face mask that maximizes their comfort.
- Spotting camp-athletes will only be allowed in emergency scenarios.
- Any camper that appears ill must be sent to the Daily Compliance Officer for a temperature check. If the camper has a temperature over 100.4 degrees, the attendee must return home. Reentry will be prohibited until all members of attendee's family are 24-hours fever free.
- Instructors will be advised to create lesson plans that incorporate station work to better control the flow of rotations, keep the campers six feet apart, and eliminate partner work.

#### **❖ Training for Employees**

- All employees are required to attend a training session prior to camp.
- Further training will occur through experience and weekly informational meetings.

#### **❖ Customer Communication**

- Regular informational updates will be disseminated to families each week.
- Safety signs will be posted throughout the facility to reinforce safety protocol.

- ❖ All Liberty Bell Athletics employees are always tasked to oversee social distancing procedures and sanitation practices.