

Enhanced Policies and Procedures due to COVID-19



PLEASE NOTE: As our understanding of COVID-19 and best practices changes, so might the information in this guide. We'll keep parents as up to date as possible with changes.

COVID-19 and Programming: In this guide, you'll find all the ways Frederick County Parks and Recreation is working to minimize the risk of COVID-19 exposure. However, it's important that participants, parents/guardians, staff, and friends realize that we cannot guarantee that there will be no exposure to COVID-19. As you'll read, we're screening children and staff, cleaning and sanitizing more, and changing a lot of our policies to make sure the risk is as low as possible, but there's always a chance of exposure.

COVID-19 RESPONSE TEAM: If you have questions about COVID-19 and programming, please contact our main office at 301-600-2936 or by email at parksandrecreation@frederickcountymd.gov.

HIGHER RISK: We recommend that parents/guardians of higher-risk children consult their child's medical provider to assess the risk before attending. For more information, on how to better protect high risk individuals from COVID-19 visit the [CDC Website](#).

PROGRAM OFFERINGS: Please carefully review the information below. It is possible that our health and safety policies will change (either enhanced or relaxed) as new guidance from the Health Department and/or the CDC becomes available. Frederick County Parks and Recreation is committed to keeping our network informed and will issue updates to our policies as they develop.

INCLEMENT WEATHER: For a forecasted weather event including heavy rain, strong storm, and/or adverse heat conditions, a decision will be made on the status of the program by 7:00am each morning. In the event of questionable weather, please call our inclement weather phone line prior to leaving for your program at **301-600-6291 (option 2)**.

If there is an unforeseen and/or pop-up storm/emergency, participants and staff will seek shelter at a predetermined location. Parents will be notified via phone call if early pickup is required.

For any cancelled day(s) of a program that cannot be rescheduled, participants will receive a pro-rated refund for the number of day(s) missed.

Before Programs Start

REFUND POLICY In light of COVID-19, we have revised our refund policy for summer 2020. If a participant is unable to continue in a program due to illness or other unforeseen circumstances they will receive a credit that is pro-rated based on the number of days that is missed of said program(s). The participant may request a refund of the credit via email at parksandrecreation@frederickcountymd.gov or by calling the Central Office at 301-600-2936.

HEALTH FORM: All participants must have a completed [participant health form](#) on file before arriving at programs. For participants who will be administering medication during the program, a completed [Medication Authorization Form](#) must be submitted prior to the program as well. Health forms are writeable and can be submitted electronically to csprinkle@frederickcountymd.gov.

HOME HEALTH SCREENING Prior to drop-off, we request that parents screen their children for symptoms of Coronavirus on a daily basis. A full list of symptoms can be found [here on the CDC website](#). If your child is exhibiting symptoms, has been in close contact with someone that has COVID-19 (or is displaying symptoms), they will be advised to [home isolate](#) and may return to our programs after 14 days of having no symptoms.

WHAT TO BRING: Each child will need to bring a peanut free snack from home and a labeled water bottle. As always, we recommend sending kids in old clothes and shoes. Remember that having fun can be messy! Face coverings will not be required for children when outside, however, when children are in a shared space (such as the bathroom) we will require all participants to wear a face covering. We recommend sending face coverings in a labeled plastic baggie. Please use the CDC's guidelines for [cloth face coverings](#) as a resource in your decision making.

WHAT NOT TO BRING In consideration of the health and safety of our staff and participants we are asking that children leave personal items at home. Examples of personal items include: toys including but not limited to stuffed animals, action figures, Pokémon cards, tablets or electronics, etc.



Arriving at Programs

CHECK IN PROCEDURES: We have changed our check in procedure to allow for adequate physical distancing. All participants will receive a “welcome email” with your “pod” assignment. Please let us know if you plan on carpooling so that we can ensure your children are in the same group. To accommodate our revised check-in procedure, we ask that you adhere to the drop-off and pick-up times included in your welcome email.

PARENTS/AUTHORIZED ADULTS WILL NEED TO STAY IN THEIR CAR. Upon entrance to the park you will be greeted by a staff member. You will be asked if your child has shown symptoms of COVID-19 or has been exposed to COVID-19 in the past 14 days. Your child’s temperature will be checked. Children who have a temperature above 100.4, or have confirmed “yes” responses to the pre-screening questions will not be admitted into the program. Children must be fever-free for at least 3 days before they can return to the program with a doctor’s note. If the fever is a result of COVID-19, children cannot return to the program for 14 days.

Program Day

Our modified program will adhere to the following guidance:

- Children will remain in stable “pods” of 6-12 children (“stable” means that the same group of participants are in the group each day). Children will not change from one group to another. Each group will participate in activities in separate distanced locations, and groups will not mix with each other. Children from the same household will always be grouped together.
- Staff will remain with the same pod for the duration of the program.
- Staff will self-screen at home for symptoms and participate in temperature checks daily.
- Staff and participants will practice 6-foot physical distancing as much as possible. Staff are required to wear face coverings when not able to physically distance (i.e. when helping children), when interacting with the public, and when in common spaces.
- Children will be required to wear face coverings when in common indoor spaces such as bathrooms. Please use the CDC’s guidelines for [cloth face coverings](#) as a resource in your decision making.
- Staff and participants will wash hands with soap and water, or use alcohol based hand sanitizer before and after eating, drinking, touching eyes/nose/mouth, toileting, and any time there is any physical contact with materials (i.e. sports equipment, craft materials, shared spaces).
- High-contact areas and surfaces (i.e. counters, sports equipment, telephones, doorknobs, etc.) will be cleaned and disinfected frequently.

POSSIBLE EXPOSURE: Administration will implement risk assessment strategies and communicate quickly and openly to parents in the event of any suspected or confirmed exposure to COVID-19. In the situation of a confirmed positive COVID-19 case we will contact local health officials and follow their guidance on next steps.

We hope this guide has been helpful! If you have additional questions or concerns, please contact Carrie Sprinkle at csprinkle@frederickcountymd.gov. Thank you for your support! - *Frederick County Parks and Recreation*