



COVID-19 PREPAREDNESS PLAN

Jordan Community Education and Recreation Center (The CERC) is committed to providing a safe and healthy environment for all our users and employees. To ensure the safety for all users and employees, we have developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. Our goal is to mitigate the potential for transmission of COVID-19 in our facility and communities, and that requires full cooperation among our users, employees, and management. Only through this cooperative effort can we establish and maintain the safety and health of our users and employees.

All users and employees are responsible for implementing and complying with all aspects of this COVID-19 Preparedness Plan. The CERC managers and supervisors have our full support in enforcing the provisions of this policy.

Updated Member and User Policies

The following updates have been made to our current policies to ensure social distancing, cleanliness practices and safety measures can all be met/used.

User Agreement

- Upon entering the facility, users understand they are entering at their own risk and agree to practice social distancing and cleaning protocols.
- Upon entering the facility, users agree to follow the updated policies as listed. Any user not following the updated policies:
 - May be asked to leave
 - Suspension of facility usage/membership

Hours

- CERC Hours will be Monday - Friday 6am to 8pm, Saturday - Sunday 8am - 7pm
 - Hours are subject to change
- No fob access will be allowed
- Users will have limited access to spaces and equipment within the facility based upon social distancing practices.

Ages

- Users must be 14 or older to be in the facility by themselves
- Anyone under 14 must have direct adult supervision
 - An Adult supervisor is required to be 18 years of age or older and be in direct vision of the person supervising.
- No users under the age of 12 allowed in the fitness center at any time

Social Distancing

Social distancing refers to measures being taken to restrict where and when people can gather in order to stop or slow the spread of infectious disease. In general, 6 feet of separation is the distance that should be kept between people interacting within their community.

The CERC will be open in compliance with State and Federal guidelines during this global pandemic. Please be advised that user compliance with facility expectations for health and safety must be followed. The CERC will take an abundance of care for all users but acknowledge a potential risk for health and safety due to the COVID-19 pandemic.

Signage will be posted throughout the building to remind people to maintain social distance of 6 feet whenever possible.

Utilizing the Facility

- Users should assess their health prior to utilizing the facility.
 - If you are feeling sick and/or experiencing symptoms (ie, fever, cough, or shortness of breath) we ask that you please stay home.
- Upon entering the facility, everyone is required to practice good hygiene by sanitizing their hands and practicing appropriate social distancing measures.
- Everyone will need to check in, in order to utilize the facility (please make sure to maintain social distancing protocols while at the front desk).
 - **Members** can continue to utilize the key tag scanner- if a member does not feel comfortable scanning, they can provide a name and an employee can check them in manually.
 - **Daily users** can provide payment at the front desk. They will be required to provide a name so an employee can document facility use.
 - **Walkers** will be required to provide a name so an employee can document facility use.
- If there is not an employee at the front desk to check you in, you will be required to call the number provided at the desk for further assistance.

Fitness Equipment

- Fitness equipment will be rearranged to ensure maximum space between users.
- Members should clean machines and any other equipment used including all free weights prior to use and after each use.
- Appropriate cleaning supplies will be provided.

Community Equipment

- Community equipment will not be available including:
 - Showers
 - Drinking Fountains
 - Towels
 - Batting cages

- Lockers/Cubbies
- Limited sports equipment (basketballs, volleyballs, soccer balls, footballs, etc) will be available for individual and family use.
 - All equipment will be cleaned and sanitized before and after use.
- Members who bring in their personal equipment will be required to sanitize equipment prior to utilizing the facility.
- Members are strongly encouraged to bring in their own water bottle. When using the CERC filling station, members should wipe down the station before and after use.

Scheduled Open Gyms

- All scheduled open gyms will take place in the CERC gym
- Pickleball
 - Thursdays 6:00pm - 8:00pm (1 gym)
 - Free for Members; \$4 for Non-Members
 - Required to sanitize equipment prior to use
- Basketball
 - Wednesdays 6:00pm - 8:00pm (1 gym)
 - Free for Members; \$4 for Non-Members
 - Required to sanitize equipment prior to use
 - All players are required to wear a shirt
- Volleyball
 - Tuesdays 6:00pm - 8:00pm (1 gym)
 - Free for Members; \$4 for Non-Members
 - Required to sanitize equipment prior to use
- Tennis
 - Available upon request based on facility availability
 - Required to sanitize equipment prior to use

Common Areas

- Seating areas will be appropriately spaced to ensure social distancing can be practiced. The seating areas will be sanitized throughout business hours.

Sick Person Protocol:

If a person using the facility develops any symptoms of illness consistent with COVID-19 (e.g., fever, cough, or shortness of breath) the following steps will be implemented:

1. Person will be isolated to designated area while they wait to be picked up or until they are able to leave the facility on their own.
2. Person will need to provide contact information and location of use
3. Ill person should leave as soon as possible after providing necessary information.
4. Ill person must remain home for minimum of 7 days (14 days for family members),

and be fever free without medication and show decrease in respiratory symptoms for 3 days (72 hours).

5. Employee will contact the Community Education Director
6. Facility will be closed off until proper cleaning and disinfecting can be completed.
7. Notification will be provided in the event of facility closure.

Confirmed Case of COVID-19

If there is a confirmed case of COVID-19 from a user or employee currently working in the district, in certain cases we will be notified from the Minnesota Department of Health and will follow state instructions on how to proceed.

IMPORTANT NOTICE:

Privacy of families is critical during this time. In accordance with HIPAA (Health Insurance Portability and Accountability Act), names and information of those that have been identified as positive or those that went home sick are not to be shared (employee or user). Sharing of this information violates HIPAA and can result in discipline. We cannot disclose or assume the health conditions of members, staff or families to anyone.

For more information, visit Coronavirus Disease 2019 (COVID-19)

(health.state.mn.us/diseases/coronavirus/index.html), or call the COVID-19 hotline at 651-201-3920 or 1-800-657-3903