



Jordan Community Education and Recreation
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Jordan Public Schools Facility Procedures during the COVID -19 Pandemic

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Jordan Public Schools are committed to providing a safe and healthy environment for all of our employees and the community we serve. To ensure the safety for all school district and City of Jordan facilities we have developed the following COVID-19 procedures in response to the COVID-19 pandemic. All renters are responsible for adhering to this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our facilities and in our community, and that requires full cooperation among our employees, management and users. Only through this cooperative effort can we establish and maintain the safety and health of our employees and users.

As we continue to monitor the Governor's orders, this document will be updated to fit the requirements established. **All renters must comply with the orders, or forfeit their permit without a refund.**

Before a permit is issued:

- **Renters must have liability insurance on file**
- **Submit a preparedness plan before the permit will be issued. This plan must fit within our district procedures. If you do not have a plan you can use our template provided below.**
 - [Preparedness plan template](#)

Renter must follow social distancing guidelines when using facilities. All permits will be assessed a custodial charge of \$35.00 for cleaning and sanitizing the space rented. Associations will be assessed \$35 per team scheduled.

- For organized sports of all ages, pod sizes for non-game settings are required to not exceed 25 people per pod inside and 50 people per pod outside. Intermixing between pods should still be kept to a minimum. Having pods reduces the number of people potentially exposed if you have a case of COVID-19 and also makes it easier to quickly identify close contacts.
- Indoor space such as a classroom must have 15 or less, depending on the classroom size. This is to be determined by the Community Education Director.

OUR MISSION

Inspire a caring community to ignite learning, innovation, and success for all!

- Park shelters - no more than one pod of ≤ 50

For tracking purposes, we request attendance to be recorded by each organization. In the event the district needs to gather information, the school district could request attendance records from the organization.

All renters must follow the schools districts procedures as follows:

Face Covering

Face coverings must be worn by all people at all times, including practices and games, with only the following exceptions.

- During wrestling contact, a cloth face covering could become a choking or visual hazard and is discouraged. For gymnastics and cheerleading, if there are concerns about safety in regards to choking or the face covering getting caught on objects, athletes may temporarily remove the face covering during activities such as tumbling/stunting/flying or on certain apparatuses. However, athletes must wear face coverings for all other practices and routines.
- People who swim/dive/participate in water sports should not wear a cloth face covering while they are in the water.
- Individual sports performed outside that allow people to maintain distance from others are lower risk for transmission of SARS-CoV-2. A cloth face covering is not necessary for athletes participating in outdoor individual sports if the athletes can stay at least 6 feet away from others. However, if social distancing cannot be maintained, athletes must wear face coverings.
 - Note that even outdoor individual sports often involve occasional close contact with others, so teams and athletes will often need to modify the activity to ensure that 6 feet of social distance can be maintained. In addition, individual outdoor athletes are still required to wear a face covering when they are around teammates, coaches, or others, and not actively participating in the distanced individual activity.
 - For example, at a track and field event, an athlete may remove their face covering for the duration of the competition if the competition is organized in a way that guarantees the athlete will not come within 6 feet of others on the course, including when starting and finishing. The athlete would still need to wear face coverings before and after the competition.
- If a sport requires a helmet that interferes with wearing a face covering safely or effectively), athletes may consider alternatives to face coverings that are specifically designed by helmet manufacturers to provide protection against the splashes, sprays, and aerosols that can lead to COVID-19 transmission (i.e., a full face shield).
 - A face covering is still the most protective option and should be used to the extent possible, but a full face shield may provide some protection.

- Any face shield used as a face covering alternative must cover the entire face, extend to the ears and below the chin, and must not have exposed gaps or vents near the eyes, mouth, or nose.
- For more information, please see Frequently Asked Questions About the Requirement to Wear Face Coverings (www.health.state.mn.us/diseases/coronavirus/facecoverfaq.html).
- For further information on wearing face coverings during sports activities please see the following guidance: American Academy of Pediatrics COVID-19 Interim Guidance: Return to Sports (services.aap.org/en/pages/2019-novel-coronavirus-covid-19-infections/clinicalguidance/covid-19-interim-guidance-return-to-sports/).

Face coverings must be worn in accordance with MDH guidance and Executive Order 20-81.

- Types of face coverings can include a cloth mask, a neck gaiter, a scarf, a bandanna, or a religious face covering. CDC recommends using two layers of fabric when making a cloth face covering. Face coverings that are made of thinner single-layer fabric such as certain types of masks, scarves, neck gaiters, or bandannas may not be as effective for blocking droplets that come out when speaking, coughing, or sneezing and should not be used unless there are no alternatives.
- A face covering must cover the nose and mouth completely. The covering should not be overly tight or restrictive and should feel comfortable to wear.
- Any masks that incorporate a valve that is designed to facilitate easy exhaling, mesh masks, or masks with openings, holes, visible gaps in the design or material, or vents are not sufficient face coverings because they allow droplets to be released from the mask.
- Face Covering Requirements and Recommendations under Executive Order 20-81 (www.health.state.mn.us/diseases/coronavirus/facecover.html)

People are not permitted to remove their face coverings during activities that involve a high level of exertion. For guidance on when a person refuses to wear a face covering, or is unable to wear a face covering due to a disability, medical, or mental health condition, please see Frequently Asked Questions About the Requirement to Wear Face Coverings (www.health.state.mn.us/diseases/coronavirus/facecoverfaq.html).

Routine Screening Procedure

Screening Procedure: Reliance on Social Distancing

Anyone who has a fever of 100.0 or above or other signs of illness should not be admitted into the activity. Encourage parents to monitor their child and keep home

when they are sick.

1. Maintain 6 feet distance.
2. Parents/guardians will take the student's temperature before arrival and confirm no fever, cough, shortness of breath, muscle aches, headaches, etc.
3. Visual inspection of students for flushed cheeks, rapid or difficult breathing, or fatigue.

If the staff member needs to take a temperature- gloves will be used and mask if needed per assessment. Follow guidelines below.

1. If temperature is 100 degrees or higher, send home.
2. If the temperature is 99 - 99.9 notify parents that the temperature will be re-checked every 2 hours and they may need to go home.
3. If symptomatic with runny nose, cough, watery eyes, sore throat, muscle aches etc, send home. Do not allow student(s) in the summer program. Contact the doctor for further direction of when the student can return. Medical authorization letter required to return to summer program.

Guidelines throughout the day:

- Wash hands for 20 sec with soap and warm water upon arrival, before and after snacks, and in between activities.
- 6 feet social distancing.
- Remind students to cover cough and sneeze.
- Ask about respiratory symptoms and observe respiratory status.
- Students in groups of 9 or less with no "crossover," and same coach/instructor throughout the day.

Parent Pick up and Drop Off Procedures

For all activities happening please bring your child to the designated drop off location for check in.

- JMS- north entrance (door 11).
- JHS- Activity entrance (door 14).
- Outdoor locations will vary- please see specific activity notifications.

Students will be dismissed from class and wait outside of designated entrance/exit. Students must practice social distancing while waiting for pick up.

*Parents will not be allowed past designated check points.

Cleaning

Regular cleaning practices are being implemented, including routine cleaning and disinfecting of activity locations including bathrooms. High-touch areas will be cleaned and disinfected throughout the day. These duties will be performed by building custodial staff or Community Education building attendants when custodial staff are

not available. Staff will be provided all necessary cleaning supplies and will be trained in cleaning and disinfecting procedures.

- Instructors may not use areas that are not listed for their activity without prior authorization so that rooms can be sanitized before and after use.
- Water fountains may not be available, participants in activities should bring their own water bottles.
- Doors will be propped open to reduce handling when possible.
- Rooms will be cleaned and disinfected between users.
- *Personal Equipment*
 - Instructors may bring in personal equipment for their own use provided they get approval from the facility use office prior to their event. School District 717 reserves the right to refuse the use of personal equipment if we deem it to be a safety or health hazard.
 - Instructors must sanitize all equipment before bringing it into the facility and immediately before they leave the room it was used in.
 - Instructors must provide their own sanitizing supplies for their equipment.

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. This recommendation is most important in the setting of a large gathering where there is intermingling of people whose symptom status may be hard to monitor.

It is extremely important to us to keep all children and staff safe; therefore, we are putting social distancing protocols into place suggested by CDC and MDH. This consists of group sizes of 10 or less including staff. Children will be asked to keep some distance between each other throughout the day.

Community Education programs will be open in compliance with State and Federal guidelines during this global pandemic. Please be advised that participant compliance with programming expectations for health and safety must be followed. Community Education programs will take an abundance of care for all participants but acknowledge a potential risk for health and safety due to the COVID-19 pandemic.

Social distancing is being implemented in the facility in the following ways:

- Total number of groups using the building will be organized and limited depending on building and room/s requested and group size.
- Number of total participants per building will comply with local and/or government maximum gathering restrictions:
- Group sizes will be limited to the maximum number of people that a room can accommodate while maintaining 6 feet of distance between people. The following maximums are a general guideline based on current room size and

capacity but will never exceed the maximum gathering size designated by state and/or local governments.

- Signage will be posted throughout the building to remind people to maintain social distance of 6 feet whenever possible. Prominent areas where signs may be posted are building entrances, restrooms, classrooms, gymnasiums, cafeterias, media centers and other areas where people generally gather.

Spectators in gym spaces:

Jordan Public Schools will follow guidance from the Minnesota Department of Health, Minnesota Department of Education and the Minnesota State High School League to determine spectator capacities of Jordan public school facilities.

Please review the [Event and Facility Management Guidance and Information](#)

- **Areas to note:**
 - A face covering is required by all spectators at all indoor events
 - Indoor Events at School Facilities:
 - School districts, charter schools, Associations, and Renters must require advanced reservations and/or ticketing (e.g. on-line, app-based, email, will-call). Walk-ins, impromptu purchases or admittance will not be allowed.
 - All attendees at an indoor event must be registered in advance with name, email and/or phone number.
 - Indoor attendance capacity at school facilities is the **lesser of:**
 - 2 spectators per participant
 - 25% of the venue capacity or
 - 250 attendees
 - Locker rooms will not be open for use. Players must come dressed to play.
 - Outdoor events
 - Spectators must wear masks/face coverings when entering or exiting the facility and when social distancing is not possible
 - Mask use for all spectators is highly recommended at all times.
- Jordan Public Schools will not have concessions sold on campus for any events
- If necessary for spectators to be at practices (**ages 4 and under**), ensure that 6 feet social distancing between households is being adhered to and venue/facility guidance of 25 people or less is being followed.

Jordan Facility Spectator Capacities:

The spectator capacities for Jordan Public School Facilities may vary on the event happening. Final decision for event spectator capacity will be determined by the Community Education Director.

Jordan Middle School	# of spectators Basketball Lines	# of spectators Volleyball Lines	# of spectators Wrestling
Gym	<ul style="list-style-type: none"> • 25/ bleacher, Max 2 bleachers • First 4 rows are not available for sitting • Spectators in North bleachers • Players use South bleachers 	<ul style="list-style-type: none"> • 50/ bleacher, Max 2 bleachers • Spectators in North bleachers • Players use South bleacher 	<ul style="list-style-type: none"> • 50/ bleacher, Max 2 bleachers • Spectators in North Bleachers • Players use South bleacher

CERC	# of spectators Basketball Lines	# of spectators Volleyball Lines	# of spectators Wrestling
Gym 2	0	0	0
Gym 3	0	30	0

Jordan High School	# of spectators Basketball Lines	# of spectators Volleyball Lines	# of spectators Wrestling
Multi Purpose Room	0	0	0
Gym	<ul style="list-style-type: none"> • 60 • First 4 rows are not available for sitting • Spectators use West bleachers, • Players use East bleachers 	<ul style="list-style-type: none"> • 75 • First 2 rows are not available for sitting • Spectators use West bleachers • Players use East bleachers 	<ul style="list-style-type: none"> • 75 • First 2 rows are not available for sitting • Spectators use West bleachers • Players use East bleachers

River Valley Education Center	# of spectators Basketball Lines	# of spectators Volleyball Lines	# of spectators Wrestling
Gym	0	32	NA

Resources

- [Event and Facility Management Guidance and Information](#)
- [COVID-19 Sports Guidance for Youth and Adults](#)

- [Guidance for Social Distancing in Youth and Student Programs \(PDF\)](#)
- [MDH Guidance for Youth Sports 5:20:20 2.pdf](#)
- <https://www.cdc.gov/coronavirus/2019-ncov/downloads/php/CDC-Activities-Initiatives-for-COVID-19-Response.pdf#page=45>
- [What you need to know about coronavirus disease 2019 \(COVID-19\)](#)
- [What to do if you are sick with coronavirus disease 2019 \(COVID-19\)](#)
- [Stop the spread of germs – help prevent the spread of respiratory viruses like COVID-19](#)