



COVID-19 RESPONSE PLAN

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ANYTHING NOT LISTED IN THIS DOCUMENT IS LEFT TO THE DISCRETION OF THE RECREATION MANAGER IN COLLABORATION WITH THE BOARD OF COMMISSIONERS.

Introduction

The Ottawa Recreation Commission (ORC) COVID-19 Response Plan outlines the procedures and guidelines that the ORC will follow as it resumes its operations and continues operational status through the COVID-19 Pandemic. Information in this document has been compiled from the Centers for Disease Control (CDC), Kansas Department of Health and Environment (KDHE), Kansas Recreation and Park Association (KRPA), Franklin County Emergency Management (FCEM), and the Franklin County Health Department (FCHD). All ORC operations, including programs and activities, are required to follow the procedures and processes outlined in the response plan. The ORC COVID-19 Response Plan will follow the phases and guidance provided by Governor Laura Kelly's Ad Astra Plan and the KRPA. However, the ORC reserves the right to include more stringent processes, procedures, and guidance based on the activity provided.

Employee Requirements During Phases 1-3

- Each employee's temperature will be taken and if it results in a reading of 100.5 degrees or higher, the employee will be sent home with the direction to call the Franklin County Health Department. In addition, if the employee does not have a temperature but feels ill, they are instructed to stay home and call their respective Manager for direction. The Manager will notify the Director and coordinate the return to work in consultation with the FCHD.
- Employees are required to wear a mask when at service desks, in common areas, and while engaged with the public. Employees that work in the "bullpen" office are not required to wear a mask while working at their desk.
- Employees need to maintain physical distancing, which is 6 feet or more when working with others or helping the public whenever possible.
- Proper personal protective equipment (PPE) should be worn at all times when engaging in cleaning and sanitizing facilities and equipment.
- Employees should be extremely cognizant of maintaining personal hygiene and ensure that they are washing their hands for a minimum of 20 seconds or using a 60% alcohol or higher hand sanitizer frequently.
- Meetings should be conducted virtually whenever possible to avoid physical contact. When meetings or trainings are conducted in person, care should be taken to ensure physical distancing of 6 feet or more.
- Travel to outside organizations for meetings will be restricted and approved on a case-by-case basis.
- Travel outside of Franklin County for work events is restricted and will be approved on a case-by-case basis.
- The purchase of supplies and equipment is restricted to essential items only. All purchases must be approved by the employee's respective Manager prior to purchase.

ORC Facility Requirements During Phases 1-3

- The following signs will be posted in the facilities for the duration of the Ad Astra Plan and/or Franklin County restrictions
 - Maintain Social/Physical Distancing of 6 feet or more.
 - Clean equipment that you utilize with disinfecting wipes before and after use.
 - Closure signs of either equipment or facility areas such as bleachers or cardio equipment.

- Warnings. Such as public restrooms and common touch areas.
- Controlled Access to ORC Facilities
 - Facilities at ORC have several challenges regarding entrance and exits to create one-way flow. Each facility should examine the possibility of splitting entrances and other means of controlling pass by traffic when entering and exiting the facilities.
 - All outdoor venues should utilize multiple entrances and staggered game times to limit the flow through the entrances.
 - This includes Orlis Cox Sports Complex, Lincoln Elementary Soccer Fields, and the Forest Park Swimming Pool.
- Plexiglass barriers will remain in place at all service desks until the conclusion of Phase IV/Phase Out. This may be extended beyond the final phase by direction of the Board and/or Director.

Participants & General Public Requirements During Phases 1-3

- Anyone utilizing ORC facilities or programs must comply with program/event modifications, instructions from staff, and posted signs. Failure to comply will result in removal from the program/event and/or facility.
- All participants and members (or Parent/Guardian if the participant/member are a minor) will be required to sign the additional COVID-19 Waiver and Release prior to utilizing any of the services and facilities that ORC provides.
- If a person has been knowingly exposed or feels ill, they must immediately refrain from using any and all ORC services or facilities until receiving further direction from the FCHD. Failure to do so and exposing others to this disease may result in closure of facilities, removal of teams from leagues, or even the cancellation of a program.
- It is required per executive order that all persons utilizing any of our services and/or facilities wear a mask.

Confirmed Cases of COVID-19 within an ORC Facility or Program

- If a confirmed case of COVID-19 is found from an employee, the following will apply:
 - 2 weeks paid leave that does not count on a full-time's paid time off (PTO) accrued leave or average pay for a part-time individual.
 - After two weeks if additional time off is required, it would start the Family Medical Leave (FMLA) time and an employee would use PTO. Part-time would not receive payment, however their job would be secured for them to return to work once they have healed.
 - The above would also apply if the employee is taking care of an immediate family member.
 - Any employee that feels ill and/or experiences symptoms of COVID-19 should not come into work and contact their supervisor and the Franklin County Health Department at for further guidance on what to do. Once the consultation has been made, the FCHD recommendations should be communicated with the staff member's supervisor.
 - Employees found to be in close contact with someone that has tested positive, the employee will be put on isolation orders by FCHD. This will be coordinated between ORC and the FCHD.

- Close contact is defined by FCHD as being within six feet in an enclosed area with someone that has been confirmed positive for more than 10 minutes.
- If a confirmed case of COVID-19 is discovered within a participant/member within a facility the following will apply:
 - The facility will be completely sanitized to ensure that all components are clean according to the cleaning procedures listed in this plan.
 - ORC will coordinate with FCHD to ensure that all contact tracing can be determined.
 - The person(s) that have been affected will be removed and/or their membership suspended until they are cleared by FCHD.
 - The key to this is prevention and making sure that communication is done with every participant and member that if they feel ill or experience symptoms of COVID-19 they need to remain home until cleared.
- If a confirmed case of COVID-19 is discovered within a participant of a program, class, or team.
 - The member would be removed from the team pending clearance from FCHD.
 - The key to this is prevention and making sure that communication is done with every participant so if they feel ill or experience symptoms of COVID-19 they need to remain home until cleared. Failure to do so, may result in the removal of entire teams or the cancellation of a program/class.
 - Any parent of a minor child that is confirmed positive must remove their child from the program pending completion of the isolation order by FCHD.
 - All equipment will be re-sanitized to ensure cleanliness.
- If a suspected case of COVID-19 is discovered with a participant of a program, class, or team or participant's household and a member of the household has been ordered to quarantine:
 - The participant would be removed from the activity pending clearance from the FCHD.
 - Any parent of a minor child that is ordered to quarantine pending COVID-19 test results must remove their child from the program pending completion of the isolation order or until cleared by the FCHD.
- Refunds
 - Normal refund policy will be used with the following exceptions:
 - After an activity has been started, a participant who becomes ill with COVID-19 will be given a prorated refund for the remainder of their activity, minus the shirt cost if offered, in the form of a gift certificate.
 - After an activity has started, a participant who is ordered to quarantine will not be offered a refund or prorated gift certificate unless they test positive for COVID-19.
 - No cash refunds will be offered once an activity has started unless the activity is cancelled by the ORC due to a shutdown order by the FDHC.

COVID-19 Phase 1 Operation (Ad Astra Plan)

- All ORC facilities and in-person programs suspended until further notice.
- ORC will implement enhanced virtual programming.

COVID-19 Phase 2 Operation (Ad Astra Plan)

- Goppert Building will resume business operations.
 - Hours of operation will change and will include being closed on evenings and weekends.
 - Hours of operation will be promoted through various media outlets.
 - Occupancy per Active Use Zone: 15 patrons
 - Social Distancing signage and markers throughout the facility.
 - Intensified cleaning and disinfection schedules implemented.
 - Hand sanitizing and cleaning stations located throughout the facility.
 - In-person registration will be allowed, with a strong emphasis on registering online.
 - Fitness equipment will be spaced to allow for social distancing guidelines.
 - Those 16 years and above are allowed in the fitness area.
 - Shared equipment will be taken out of service.
 - Free weights will be taken out of service.
 - Patrons will clean their equipment before and after using provided cleaning items.
 - Gymnasium will be open with the following restrictions:
 - Youth ages 14 and under must be accompanied by a parent or legal guardian.
 - No pick-up games.
 - Bleachers will be taken out of service.
 - ORC will not check out sports equipment.
- Outdoor venues (Orlis Cox Sports Complex & Lincoln Elementary Soccer Fields) will resume normal operations according to guidance.
- The following programs will be allowed to resume with modifications. Program modifications will be posted on the ORC website and will be shared with various media outlets.
 - Youth and Adult Sports
 - Fitness Classes
 - School Programs in conjunction with USD 290.
- The following programs will be suspended until further notice:
 - Camps
 - Aquatics
 - Facility Rentals
 - Special Events
 - Senior Activities
- Modified rule games will take place if allowed according to KRPA guidelines.
 - Please see KRPA Guidance.

COVID-19 Phase 3 Operation (Ad Astra Plan)

- Goppert Building will continue business operations.
 - Hours of operation will go back to normal.
 - Hours of operation will be promoted through various media outlets.

- Occupancy per Active Use Zone: 45 patrons
- Social Distancing signage and markers throughout the facility.
- Intensified cleaning and disinfection schedules implemented.
- Hand sanitizing and cleaning stations located throughout the facility.
- In-person registration will be allowed, with a strong emphasis on registering online.
- Fitness equipment will be spaced to allow for social distancing guidelines.
 - Those 16 years and above are allowed in the fitness area.
 - Shared equipment will be taken out of service.
 - Free weights will be taken out of service.
 - Patrons will clean their equipment before and after using provided cleaning items.
- Gymnasium will be open with the following restrictions:
 - Youth ages 14 and under must be accompanied by a parent or legal guardian.
 - Pick up games limited to 2 on 2 for all sports.
 - Bleachers will be taken out of service.
 - ORC will not check out sports equipment.
- Outdoor venues (Orlis Cox Sports Complex & Lincoln Elementary Soccer Fields) will continue normal operations according to guidance.
- The following programs will be allowed to resume with modifications. Program modifications will be posted on the ORC website and will be shared with various media outlets.
 - Youth and Adult Sports
 - Fitness Classes
 - After School and Camps
 - Outdoor Facility Rentals
- The following programs will be suspended until further notice:
 - Aquatics
 - Special Events
 - Senior Programs
 - Indoor Facility Rentals
- Modified rule games will take place if allowed according to KRPA guidelines.
 - Please see KRPA Guidance.

COVID-19 Phase 4/Out Operation (Ad Astra Plan)

- All facilities resume “normal” operations.
 - Exception: Aquatics facility will continue enhanced protocols until such time that FCHD deems them not necessary.
- All programs will resume with modifications where necessary.
- Cleaning and Sanitation frequency will reduce back to “normal”, however the overall sanitation and cleaning will continue indefinitely.

ORC COVID-19 Waiver & Liability Release

The health and safety of the Ottawa Recreation Commission's participants, members, staff, and community are of the utmost importance. Due to the local outbreak of the Novel Coronavirus, COVID-19 (SARS-CoV-2), which is a highly contagious virus believed to be spread mainly through person-to-person contact, it is imperative that there is a clear understanding of the impact this will have on participants, members, and staff that utilize our services and facilities. ORC has instituted additional measures to reduce the spread of COVID-19, however ORC cannot guarantee that you or your child(ren) will not become infected with COVID-19. In addition, utilizing our facility could increase your risk and your child(ren)'s risk of contracting COVID-19.

When utilizing ORC services, it is **recommended** that you follow these Preventative Measures:

- Wear a Mask that conforms to the CDC's Recommendations
- Maintain a minimum of 6 ft social distancing whenever possible
- Avoid gathering in groups as outline by the stricter of requirements contained within the Ad Astra Reopening Plan, or as issued by the Franklin County Health Department
- Wash your hands often with soap and water for at least 20 seconds or utilize a hand sanitizer with at least 60% alcohol.
- Avoid touching your eyes, nose and mouth with unwashed hands

When utilizing ORC facilities and equipment it is **required** that you comply with the following:

- Comply with posted signs and do not used equipment that is closed
- Maintain a minimum of 6 feet between you and any other users when utilizing equipment or participating in fitness classes
- Wipe down any equipment and/or machines after use including free weight plates, dumbbells, barbells, mats, cardio machines, stack weight machines, etc.

By Signing this agreement, I acknowledge that contagious nature of COVID-19 and voluntarily assume the risk that my child(ren) and/or I may be exposed to or infected by COVID-19 by participating in programs and/or using facilities and that such exposure or infection may result in personal injury, illness, permanent disability, and/or death. I understand that the risk of becoming exposed to or infected by COVID-19 at a ORC program, event, and/or facility may result from the actions, omissions, or negligence of myself and others, including, but not limited to, ORC employees, volunteers, and program participants and their families.

I voluntarily agree to assume all of the foregoing risks and accept sole responsibility for any injury to my child(ren) or myself (including, but not limited to, personal injury, disability, and death), illness, damage, loss, claim, liability, or expense, of any kind, that I or my child(ren) may experience or incur in connection with my or my child(ren) attendance and participation in ORC programming, events, and/or facilities. On my and/or my child(ren)'s behalf, I hereby release, indemnify, and hold harmless ORC, its employees, agents, and representatives, of all liabilities, claims, actions, damages, costs, or expenses of any kind arising out of or relating thereto. I understand and agree that this release includes any claims based on the actions, omissions, or negligence of ORC, its employees, agents, and representatives, whether a COVID-19 infection occurs before, during, or after participation in an ORC program, event, and/or attending an ORC facility.

Participant (Parent/Guardian's if Minor) Name: _____

Minor Child's Name (if for youth): _____

Address: _____ Phone: _____

Parent Email: _____

Parent/Guardian's Signature: _____ Date: _____

Flag Football COVID-19 Response Plan – Play Modifications

The following protocols will be enacted for all Flag Football practices and games sanctioned through the ORC:

- Coaches will call plays from the sidelines rather than in a team huddle.
- Coaches are required to wear a mask while conducting practices and games. Players will not be required to wear masks while participating in practices or games. However, players who are not playing in the game (Example: players on the bench) must wear a mask
- Teams will be allowed one additional 60 second time out per half to allow for proper hand hygiene. Hand sanitizer will be provided on each team bench area.
- Additional footballs will be provided to each team for practice. Additional game balls will be rotated each change of possession. Footballs will be disinfected as often as possible.
- Players will not be allowed to remove and re-insert mouthguards.
- Teams will be required to have players socially distanced while in the team bench area.
- Referees will use electronic whistles instead of traditional whistles.
- Officials are required to wear a mask.
- Practices and games will be conducted with a 15-minute barrier between scheduled activities.
- Spectators will be asked to bring their own chairs and socially distance from other spectators. Spectator seating will not be provided.
- Spectators are required to wear a mask if they cannot social distance.
- It is recommended that vulnerable populations refrain from attending games.
- It is recommended that spectators be limited to household members only.
- Sportsmanship will be conducted in a touchless manner.
- Parents should screen their children prior to taking them to practices or games. If numbers continue to rise at an exponential rate, the ORC will consider limiting spectators to household members only – upon ORC Executive Board approval.

Soccer COVID-19 Response Plan – Play Modifications

The following protocols will be enacted for all Soccer practices and games sanctioned through the ORC:

- Coaches are required to wear a mask while conducting practices and games. Players will not be required to wear masks while participating in practices or games. However, players who are not playing in the game (Example: players on the bench) must wear a mask
- Practices and games will be conducted with a 15-minute barrier between scheduled activities.
- Practices should be conducted in a socially distanced manner, keeping players 6 feet apart whenever possible.
- There will be an official's time out called at the mid-point of each half for sanitation purposes.
- Additional soccer balls will be provided to each team for practice. Additional game balls will be rotated each stoppage in play. Soccer balls will be disinfected as often as possible.
- Players will not be allowed to remove and re-insert mouthguards.
- Teams will be required to have players socially distanced while in the team bench area.

- Referees will use electronic whistles instead of traditional whistles.
- Officials are required to wear a mask.
- Spectators will be asked to bring their own chairs and socially distance from other spectators. Spectator seating will not be provided.
- Spectators are required to wear a mask if they cannot social distance.
- Vulnerable populations will be asked to refrain from attending games.
- It is recommended that spectators be limited to household members only.
- Sportsmanship will be conducted in a touchless manner.
- Parents should screen their children prior to taking them to practices or games.

Volleyball (Youth & Adult) COVID-19 Response Plan – Play Modifications

The following protocols will be enacted for all Volleyball practices and games sanctioned through the ORC:

- Spectators will be limited to household members only, not to exceed two adults per household. Each household will be given two pass cards that will be required to be shown to staff for entry to the facility.
- Spectators are required to wear a mask at all times while attending ORC sanctioned games or events.
- Coaches are required to wear a mask while conducting practices and games. Players will not be required to wear masks while participating in practices or games. However, players who are not playing in the game (Example: players on the bench) must wear a mask.
- Teams will be allowed one additional 60 second time out per half to allow for proper hand hygiene. Hand sanitizer will be provided on each team bench area.
- Additional volleyballs will be provided to each team for practice. Additional game balls will be rotated each stoppage in play with a 3-ball rotation cycle. Volleyballs will be disinfected as often as possible.
- Players will not be allowed to remove and re-insert mouthguards.
- Players will be required to use hand sanitizer following each rotation out of the game.
- Teams will be required to have players socially distanced while in the team bench area.
- Referees will use electronic whistles instead of traditional whistles.
- Practices and games will be conducted with a 15-minute barrier between scheduled activities.
- The referee will keep score of each match from the R1 position.
- Sportsmanship will be conducted in a touchless manner.
- Parents should screen their children prior to taking them to practices or games.

Basketball (Youth & Adult) COVID-19 Response Plan – Play Modifications

The following protocols will be enacted for all Basketball practices and games sanctioned through the ORC:

- Spectators will be limited to household members only, not to exceed two adults per household. Each household will be given two pass cards that will be required to be shown to staff for entry to the facility.
- Spectators are required to wear a mask at all times while attending ORC sanctioned games or events.

- Coaches are required to wear a mask while conducting practices and games. Players will not be required to wear masks while participating in practices or games. However, players who are not playing in the game (Example: players on the bench) must wear a mask.
- Teams will be allowed one additional 60 second time out per half to allow for proper hand hygiene. Hand sanitizer will be provided on each team bench area.
- Additional basketballs will be provided to each team for practice. Additional game balls will be rotated each stoppage in play. Basketballs will be disinfected as often as possible.
- Players will not be allowed to remove and re-insert mouthguards.
- Teams will be required to have players socially distanced while in the team bench area.
- Referees will use electronic whistles instead of traditional whistles.
- Practices and games will be conducted with a 15-minute barrier between scheduled activities.
- A scorekeeper will be provided by the ORC to run the game clock and keep the score sheet. Coaches will be required to place a lineup on the score table with players and numbers, in a contactless manner, prior to each game.
- Sportsmanship will be conducted in a touchless manner.

Youth Baseball & Softball, Adult Softball COVID-19 Response Plan – Play Modifications

The following protocols will be enacted for all Adult Softball games sanctioned through the ORC:

- Spitting will not be allowed anywhere on the field or in the dugout area.
- Spectators will be asked to bring their own chairs and socially distance from other spectators. Spectator seating will not be provided.
- Spectators are required to wear a mask if they cannot social distance.
- The umpire will call balls and strikes from behind the pitcher to reduce congestion at home plate.
- All players and spectators are expected to socially distance while participating or watching the game.
- Players are highly discouraged from sharing equipment.
- Throwing “around the horn” during the game is not allowed.
- Players should use hand sanitizing stations at the fields whenever coming into the dugout area.
- Each team will play with their own ball and will take their ball with them at the end of their half inning.
- Umpires will remain contactless with softballs in play.
- The dugouts will be extended to allow for social distancing in the dugout area. Additional player bleachers will be added.

Pickleball COVID-19 Response Plan – Play Modifications

The following protocols will be enacted for all Pickleball games through the ORC:

- All players and spectators are expected to socially distance while participating or watching the game.
- Spectators are required to wear a mask at all times while attending ORC sanctioned games or events.

- Players should consider playing singles matches whenever possible.
- Players choosing to play doubles should play with a member of their own household whenever possible or keep the same partner for the duration of the program whenever possible.
- Players are highly discouraged from sharing equipment.
- Players should use hand sanitizing stations at the courts whenever coming out of a match.
- Players should avoid touching their face at any time.
- Players should use their paddle or foot to pick up pickleballs when transferring the ball to another player.
- Players will avoid changing ends of the court.
- Players are allowed to use ORC paddles. However, players may not exchange paddles once a paddle is chosen.
- A new ball will be used for each match. Once a match is completed, that ball will be placed in a bin for disinfection.
- Sportsmanship will be conducted in a touchless manner.

Cheerleading COVID-19 Response Plan – Play Modifications

The following protocols will be enacted for Cheerleading through the ORC:

- Spectators will be limited to household members only, not to exceed two adults per household. Each household will be given two pass cards that will be required to be shown to staff for entry to the facility.
- Coaches will wear a mask while conducting practices and games. Cheerleaders will not be required to wear masks while participating in practices or games.
- Practices and games will be conducted in a socially distanced manner.
- Cheers and dances will be tailored in a manner to avoid contact with other participants.

Fitness Programs COVID-19 Response Plan – Program Modifications

The following protocols will be enacted for all fitness programs through the ORC:

- Fitness programs will be conducted in a socially distanced manner.
- Shared equipment will not be used in Phases 2 and 3.
- Activities will be conducted in the ORC Gymnasium whenever possible.
- Back-to-back classes will be scheduled with a 15-minute buffer to allow for cleaning and to reduce congestion at congregating areas.
- Spectators (Taekwondo) will be limited to household members only, not to exceed two adults per household. Spectators will be asked to remain socially distanced. Bleachers will not be available.
- Fitness mats will not be provided by the ORC while in Phases 2 and 3. Participants will be required to bring their own mat for their activity.

Summer Camp, Parent's Night Out, After School Program COVID -19 Response Plan – Program Modifications

The following protocols will be enacted for all summer camps and after school programs through the ORC:

- Up to 2 groups of 15 children (30 total) – maintain 1:15 ratio
 - These children will always stay with their group.
 - Groups will be separated by age/grade when possible.
 - Groups will remain the same for a period of two weeks at a time until such time as restrictions are not necessary (Phase Out)
 - Each group will have a separate schedule – snack time, play time, etc. to avoid interaction with other groups.
 - Groups will be age specific. We will have 15 spots for children K-3rd grade and 15 spots for children 4th-6th grade.
 - Groups will be in the gym separated by the curtain. The multipurpose room will be used for special activities, virtual field trips, library, OMA, etc. Outdoors will be utilized as well. On rainy days, one group can use the MP for a movie and one group can use the gym for a movie.
 - All food/snacks/drinks will be prepackaged. No loose snacks/drinks to avoid cross contamination.
 - When doing arts and crafts, children will be spaced far enough apart to avoid sharing of art supplies.
 - Check in for campers will be outdoors.
- All participants will be screened prior to entry with temperatures taken.
- PPE will be required for staff while in Phase 3. Staff must always wear masks.
- ORC will establish a cleaning protocol in order to keep areas clean for new groups.
- ORC will track the health of campers who appear to have symptoms and isolate if possible if a child becomes sick.
- Each child will have individual art supplies to avoid sharing of supplies.
- Children should not bring any personal items to camp. This includes, jackets, umbrellas, toys, etc.
- Games and activities will be tailored to minimize sharing of equipment.
- Transportation will be limited from school to Goppert Building, not to exceed 30 minutes of transport.

Remote Learning Camp COVID-19 Response Plan – Program Modifications

The following protocols will be enacted for the Remote Learning Camp through the ORC:

- The ORC will follow all USD 290 protocols when conducting the Remote Learning Camp.
- Children will be separated by building and socially distanced.
- Children will always remain in their group.
- All participants will be screened prior to entry with temperatures taken.
- PPE will be required for staff while in Phases 2 and 3. Staff must always wear masks.
- Children will bring their own supplies to RLC. ORC will not provide supplies.
- Meals will not be provided by the ORC.
-

- ORC will track the health of campers who appear to have symptoms and isolate if possible if a child becomes sick.

Parent Screening

Parents are asked to screen their children and any spectators planning to attend prior to attending practices or games by looking for the following symptoms:

- Fever (100.4 or higher) or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Parents are required to hold their children out of practices or games if children have any of the above symptoms. Prevention is the key to stopping the spread of COVID-19. Our leagues and programs depend on parent cooperation in this matter.

Parent Letter to Youth Sports Participants

Dear Parents and Families,

As the country begins to recover from the pandemic, our state and local authorities have released guidance that allows youth sports leagues to resume activities. We are excited about the prospect of bringing youth sports back to our kids, families, and communities. However, we also firmly believe it's important to maintain incredibly high standards for safety and health during this tenuous time of reopening our society. As such, we plan to restart leagues in the fall, but under strict guidelines outlined by the Kansas Recreation and Park Association, the CDC, and the national governing body for each sport.

Included in this message are the newly modified play rules that we will utilize in conducting practices and games. In addition, we've also attached our new operating protocols to provide you with full transparency over the measures we're talking to ensure our facilities, people, and processes are maximizing the safety of everyone involved in the new ORC experience.

Our first practice is scheduled for [date]. Prior to that, we plan to train our coaches, referees, and volunteers on our new modified play rules, as well as the new operating protocols. Additionally, during the week of [date], we will hold a series of online meetings for parents to give you the opportunity to ask questions on anything related to the new experience. Please mark your calendars accordingly for both of these dates.

Lastly, we recognize that some families will face a difficult decision when it comes to returning to sports this season. Please respect each family's decision. For those that choose not to return this year, we fully support your decision to do the right thing for your family.

Thank you again for your support of our league. These are extraordinary times and we strongly believe that youth sports can help us in our recovery. However, it has to be done safely, with the utmost care for the health of our youth and our society. Please help us bring youth sports back to our communities together.

Executive Order 20-52: Mask Mandate

The following protocols will be enacted for all programs through the ORC:

- Masks will be required for all coaches, officials and staff while Executive Order 20-52 is in effect.
- ORC Staff will be required to wear a mask any time they are outside of their desk area and at all times when in an area where the public has access.
- Masks will not be required for participants playing in athletic programs. However, masks will be required for participants who are not in play action, i.e. on the bench or in the bench area.
- Masks will be required for all spectators who cannot socially distance and who are not in the same household.
- Masks will be required for entry into the Goppert Building.
- Masks will not be required while using fitness machines at the Goppert Building as machines are spaced 6 ft apart.
 - Patrons must wear a mask while moving between fitness machines/stations.
- Masks will not be required while using the walking track unless social distancing cannot be maintained with a member outside of your household.
- Masks will be required for all summer camp participants when they are unable to maintain social distancing.
 - Many activities will be tailored with social distancing in mind so that children do not have to wear a mask for the entirety of their time at camp.
- ORC will provide a reusable mask to all participants in its programs and will have masks available at the front desk for patrons using the Goppert Building if they do not furnish their own.
- Fitness class participants will not be required to wear a mask while participating in the class, as all classes are currently designed with social distancing in place.
- Participants and patrons with underlying health concerns regarding the use of masks, patrons who are deaf, patrons who are 4 years old or younger, or other patrons who are exempt from wearing masks according to Executive Order 20-52, are not required to wear a mask while participating in activities.
- Executive Order 20-52 can be found in its entirety by following this [link](#).

ORC COVID-19 Response Plan FAQ

- **What programs are you currently offering?**
 - We are currently registering for Youth Sports Camps, Adult Sports, Summer Camp, and Fitness Programs. We will be offering youth sports as well as Remote Learning Camps in the fall.
- **Can I rent a space for an event or game?**
 - We are currently not offering rentals due to COVID-19.
- **Are you accepting in person registration?**
 - Yes, we are accepting in person registration for most programs. We are not accepting in person registrations for Summer Camp and our Sports Camps.
- **I don't feel comfortable being indoors and around people during COVID-19. What other recreational opportunities can I enjoy in Ottawa?**
 - Ottawa offers many amenities for recreational pursuits. Fishing, hiking, walking, bike riding, disc golf, tennis, pickleball, and basketball are all activities that can be done in or around Ottawa.
- **What is the ORC's policy on refunds as it relates to COVID-19?**
 - The ORC's normal refund policy will be used with the following exceptions:
 - After an activity has been started, a participant who becomes ill with COVID-19 will be given a prorated refund for the remainder of their activity, minus the shirt cost if offered, in the form of a gift certificate.
 - After an activity has started, a participant who is ordered to quarantine will not be offered a refund or prorated gift certificate unless they test positive for COVID-19.
 - No cash refunds will be offered once an activity has started unless the activity is cancelled by the ORC due to a shutdown order by the FDHC.
- **What are the dangers COVID-19 may have on children? How do they differ from those of adults?**
 - Please visit the Centers for Disease Control and Prevention (CDC) [page](#) for specific details.
- **What is the best way to talk about COVID-19 with children?**
 - There is no one way to discuss COVID-19 with children. All kids are different, and therefore you will know the best approach to take when discussing this topic with your child. The NPR put together a comic, which can be found [here](#), that might help guide your conversation.
- **What are the dangers COVID-19 may have on older adults?**
 - Just like the seasonal flu, older adults and those with chronic health conditions are at a higher risk of being impacted if the illness does spread. Please visit the National Council on Aging (NCOA) [page](#) for more details.
- **Will the ORC know if a participant has been exposed to or contracted COVID-19 and will programs close if someone is believed to have been exposed?**
 - The Franklin County Health Department will be in charge of care and direction for isolation of individuals that have been diagnosed with COVID-19. The ORC will work directly with the FCHD and take further directions from them if this situation arises.
- **Who should I contact if I have additional questions?**
 - Please call 242-1939 to speak with our office staff with any questions you may have about the ORC's operation and COVID-19 plans.

Kansas Recreation and Park Association Guidance

<https://krpa.wildapricot.org/resources/Documents/2020/KRPA%20Support%20Guidelines%207.06.20edit.pdf>

www.krpa.org/covid19



Reopening Guidelines

Kansas Recreation and Park Association

Protocols in this document were formed from the following sources:

- Program modifications in this document have been made with documents from the following sources:
 - USA Soccer, USA Pickleball, National Council for Youth Sports, National Alliance of Youth Sports, Centers for Disease Control, Kansas Recreation and Park Association, National Recreation and Park Association and the Franklin County Health Department.