



## **Bloomington Community Education**

COVID-19 Preparedness Plan  
Policies and Procedures

### **General Program Questions:**

Contact Michelle Glynn at [mglynn@isd271.org](mailto:mglynn@isd271.org) or call 952-681-6108

**Registration:** [bloomington.ce.eleyo.com](http://bloomington.ce.eleyo.com) or call 952-681-6132

**Additional information can be found on our website:** [bloomingtonschools.org](http://bloomingtonschools.org)

### **Table of Contents**

1. Welcome to Winter 2021
2. Protocols
3. YE & AE Sick Policy
4. Sign in Sheet
5. Communication in Event of a COVID-19 Exposure
6. Thank You

## 1. Welcome

We are excited to serve your family and our community this winter as we approach the start of our onsite winter camps and classes. This manual will provide the blueprint for our operations throughout the winter as we continue adhering to the most up-to-date policies and procedures associated with COVID-19 transmission prevention strategies per the CDC and the MN Department of Health (MDH). As we move through the winter, this manual is subject to change as updated guidelines are released. Any changes made to this manual will be communicated to families in a timely manner via email. This manual will be posted to our website at [bloomingtonschools.org](http://bloomingtonschools.org).

## 2. Protocols

Bloomington Community Education has established the following requirements for each onsite adult and youth enrichment class.

- Classes may be held indoors or outdoors. Some locations have changed as a result of decisions made by Bloomington Public Schools to accommodate cleaning and sanitizing schedules. Please check the registration website often to see class changes.
- Social distancing of 6 feet between participants, coaches/instructors, and parents will be maintained at all times.
- Social distancing of 9 feet between participants, coaches/instructors will be maintained in group fitness classes.
- A ratio of 14 students to 1 coach/instructor will be maintained for any classes held indoors. A ratio of 24 students to 1 coach/instructor will be maintained for any classes held outdoors.
- Any person over the age of 2 will be required to wear masks when indoors. All adults, age 18 and older, will be required to wear masks indoors and outdoors. This includes BCE staff, coaches, instructors, and parents.
- Circumstances where mandatory face coverings may be temporarily removed:
  - Only for the following classes: wrestling, gymnastics, and cheerleading. No other exceptions at this time.
- Face shields are not required to be worn by instructors. However, it is strongly recommended by the MN Dept. of Health.
- We ask that all participants in classes ask themselves the pre-class health screening questions. Parents, please ask your children the pre-class health screening questions.
- If parents wish to observe a class (indoor or outdoor) or are required to attend due to the age of class participants, it is recommended that only 1 parent attend. If both parents (or other family members attend), you are asked to remain in a family pod and remain at least 6 feet from other family pods. Masks are required to be worn.

- We ask that all instructors bring separate materials for each participant. In the case that this cannot be done, instructors/students should sanitize equipment between users.
- All participants are requested to bring their own mask and hand sanitizer to class.
- There will be limited access to any school facility. Please use the designated entrance areas if your class is held indoors. If your class is held outside, you will not be able to come into the school buildings.
- Classes will take the appropriate number of breaks for the time spent in class. We encourage students to use the restroom facilities during this time to wash their hands.

### 3. Pre-Class Symptom Check

As part of our program to keep everyone safe, participants are asked to answer a series of health questions before you or your child may attend class.

- On the day of your class, please take your (or your child's) temperature. If the temperature is over 100.4, please stay home from class.
- Please ask your child or yourself the following questions:
  - Do you feel well?
  - Do you have a cough?
  - Do you have a fever of 100.4 or over?
  - Do you have a sudden loss of taste or smell?
 If you answer yes to any of these questions, you/your child will not be able to attend class.

The Minnesota Department of Health has provided the following chart to determine if you may have COVID-19 symptoms. In addition to the questions above, we ask that you refer to the chart to determine if you/your child should attend class.



## Visitor and Employee Health Screening Checklist

Have you had any of the following symptoms since your last day at work or the last time you were here that you cannot attribute to another health condition?

Please answer "Yes" or "No" to each question. Do you have:

- Fever (100.4°F or higher), or feeling feverish?**
- Chills?**
- A new cough?**
- Shortness of breath?**
- A new sore throat?**
- New muscle aches?**
- New headache?**
- New loss of smell or taste?**

If you/your child has any illness symptoms that are sustaining, do not come to class. Please notify BCE staff if you/your child cannot come to class due to illness.

If, at any point during class you/your child starts displaying any symptoms consistent with COVID-19, you/your child must notify the instructor and leave the class. You are then required to notify Bloomington Community Education.

#### **4. Sign in Sheet**

Bloomington Community Education will be using the class roster instead of a sign in sheet. Your name and contact information will be available to Bloomington Public Health to conduct contact tracing if there has been potential exposure to COVID-19 in a Bloomington Community Education class.

#### **5. Communication in Event of a COVID-19 Exposure**

If an instructor, adult or child is identified as having a confirmed case of COVID-19, we will communicate with you/your family about the exposure per the COVID-19 MDH exposure guidelines. Assessing and informing those with potential exposure is a fundamental control strategy for minimizing spread within a group. The CDC defines close contact as interactions within 6 feet for more than 15 minutes. Contact tracing will be carried out by trained staff at the local and/or state level, however, our staff will also utilize the general principles of contact tracing at Bloomington Community Education and will closely monitor any potentially exposed individuals.

We ask that you/your family partners with us in safety by informing us of any potential exposure you or your child may have had to COVID-19. We will make every effort to protect the privacy of any/all individual(s) and/or family(s) involved in a COVID-19 exposure and will not disclose your name/the child or family name. Please email [mglynn@isd271.org](mailto:mglynn@isd271.org) or call 952-681-6108 of any exposure to COVID-19 that happened prior, during, or after your class.

#### **6. Thank you**

Bloomington Community Education would like to thank you for signing up for our winter programming. We are looking forward to seeing you/your child in our classes. We are working hard to make this a safe environment for you/your child. If you have any questions, please contact [mglynn@isd271.org](mailto:mglynn@isd271.org) or call 952-681-6108.

