

# McMinnville Community Center

## Reopening Procedures

These are recommended guidelines based on recreational profession best practices, the national reopening plan, CDC guidelines, and governor recommendations. If it is determined that we cannot safely operate parks and recreation programs at the community center we should not offer them regardless of any recommendations.

### Staff Members & Instructors (3)

- Staff/Instructor with any of the COVID-19 symptoms (fever, cough, shortness of breath, etc.) should notify their supervisor and not enter the premises.
- A record of staff members name, date, time, temperature and answer to screening questions will be obtained upon arrival.
- Employees are required to practice healthy hygiene to reduce the spread of COVID-19 including washing their hands frequently and covering their sneezes and coughs.
- Each staff person will use only her their designated work station. If work station is in a common area, staff is required to sanitize all of the items they touched before leaving the area for the day. This is to include the keyboard, mouse, phone, chair and any other items.
- Staff are welcome to use the breakroom but are required to clean it after each use.
- Staff are required to monitor the physical distancing protocol of patrons and maintain the disinfecting requirements. (4)

### Procedures and Facility Expectations

Patrons and visitors of McMinnville Community Center are required to wear a face covering at all times unless the individual is under 5 years of age, except as follows:

- It is strongly recommended that campers between two (2) and five (5) years of age, wear a mask, face shield, or face covering at all times during all indoor activities.
  - Because children between the ages of two (2) and 12 years of age can have challenges face covering properly, we urge that if face coverings are worn by this age group, that they be worn with the assistance and close supervision of an adult.
- Individuals who have a medical condition that makes it hard to breathe or have a disability that prevents the individual from wearing a face covering can be given reasonable modifications to allow the individual access to services as based on state and federal disabilities laws, and the Americans with Disabilities Act (ADA).
  - MCC staff are not allowed to ask what disability prevents them from wearing a mask. See (6) for additional guidance.
- Registration or reservation for an activity is required upon entry to the facility.
- Upon arrival, you will be required to sign-in with McMinnville Community Center staff member. A roster of the patron(s) name, phone number, date and time will be present at check in. A McMinnville Community Center staff member will read a list of screen

questions to the patron(s). Patron(s) must answer “NO” to all questions to be admitted to the facility.

Screening questions are as follows:

- Screen clients prior to start of their session in the facility such as asking:
  - Have you had a new or worsening cough?
  - Have you had a fever?
  - Have you had shortness of breath?
  - Have you been in close contact with anyone with these symptoms or anyone who has been diagnosed with COVID-19 in the past 14 days?
- If the patron responds “yes” to any of the screening questions, ask them to return home and wait to return to the facility until all symptoms, including fever have been resolved for at least 72 hours without medication, or at least 14 days after contact with a person with a cough, fever, or diagnosed with COVID-19.
- Individual areas will be designated for all patrons to comply with all physical distancing requirements. **(7)**
- Patrons are required to arrive and depart in your activity attire; bringing only bare necessities which are to be stored in a personal bag large enough to hold all items.
- Bring your own water bottle (no glass) to the facility as drinking fountains will not be available.
- Ensure that six (6) feet of distance is maintained at all times. Patrons not following the physical distancing guidelines will be asked to leave the facility.
- Face coverings are not required while eating or drinking.
- Spectators will not be permitted.
- Patrons and staff are required to follow directional arrows, which are on the ground and on the signs throughout the facility.
- Doors will not open early, arrive at the time of your reservation, observe physical distancing outside the facility, pavement will be marked every 6’.
- Arrival and departure times for attendees/participants will be staggered to minimize congregating at entrances, exits and restrooms to follow required physical distancing requirements. **(10)**
- Once your session/class is over, you must exit the facility promptly.
- Hand sanitizer (60-95% alcohol content) will be placed throughout the facility for use by employees and Patrons.
- Required CDC signage of Covid-19 symptoms, and social distancing signs will be placed throughout facility as well as face mask requirements.
- Restrooms will be cleaned frequently each day and ensure adequate sanitary supplies (e.g., soap, toilet paper, 60-95% alcohol content hand sanitizer).
- High-traffic areas, and commonly touched surfaces in areas accessed by workers and public will be frequently cleaned and disinfected. This is to include: **(1)**
  - Clean spaces before and after each activity use: *(Contracted organizations are required to clean the space they are using during and in between activities. MCC will supply cleaning supplies if necessary. MCC staff will clean after activities are finished for the day.)* This will include sanitizing tables, chairs, counter tops,

common touchable surfaces, toys, equipment and any other items touched by patrons.

- Staff are required to wear disposable gloves to clean and disinfect.
- Surfaces that are dirty should be wiped down before disinfecting.
- Follow the instructions on the label of disinfectant to ensure safe and effective use of the product. EPA-registered household disinfectants are recommended. (2)

### **Adult Classes (10)**

- Maximum occupancy of 10 patrons.

### **Cheer/Dance Classes (8)**

- Limit fitness class size to maximum occupancy of the room (as long as it ensures six (6) feet of separation).

### **Family Gym Time (8)**

- Two section of the gym can be reserved for 1.25 hours (Maximum occupancy of 10 patron's total.)
- Items in each section will include: basketball hoop/basketballs, soccer goals/indoor soccer ball.
- Patrons in each section must be from the same household.
- \$5 per family.

### **Fitness Classes (8)**

- Limit fitness class size to maximum occupancy of the room (as long as it ensures six (6) feet of separation).

### **Gymnasium (8)**

- Maximum gym capacity is 64 patron. Limit fitness class size to maximum occupancy of the room (as long as it ensures six (6) feet of separation).
- Must maintain six (6) feet of physical distance between instructor(s) and patrons at all times.
- Gymnasiums will only be used for non-contact sports or individual skills development not requiring contact with other people.
- Increase air circulation as much as possible by opening windows and doors, using fans, or other methods. Do not

### **Gymnastics (8)**

- Maximum occupancy of 10 patrons.

### **Pickleball (8)**

- Can be reserved for a two hour time period.
- Two courts available with maximum occupancy of 10.
- \$2 per person

## Rentals

- Not available at this time.

## Showers

- Not available at this time

## Tiny Tot Time (10)

- Two section of the gym can be reserved for 1 hour (Maximum occupancy of 10 patron's total.)
- Items in each section will include: Cozy Coupe (s), mini basketball goal, blocks, and activity station (kitchen, fruit stand, etc.)
- Patrons in each section must be from the same household.
- \$7 per family

## Track (8)

- Only two patrons at a time may use the track.
- Can be reserved for a one hour time period.
- \$2 per person.

## Youth Camps/Programs (10)

- Maximum occupancy of 10 patrons.

1. **CLEANING PROCEDURES: 7/28/20** <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>
2. **DISINFECTANT:** <https://www.epa.gov/sites/production/files/2020-04/documents/disinfectants-onepager.pdf>
3. **EMPLOYEES: 8/18/20** <https://sharesystems.dhsoha.state.or.us/DHSForms/Served/le2342C.pdf>
4. **FITNESS: 8/20/20** <https://sharesystems.dhsoha.state.or.us/DHSForms/Served/le2352.pdf>
5. **MASK: 8/13/20** <https://sharesystems.dhsoha.state.or.us/DHSForms/Served/le2288K.pdf>
6. **MASK FAQ: 8/18/20** <https://sharesystems.dhsoha.state.or.us/DHSForms/Served/le2390e.pdf>
7. **REOPENING GUIDANCE – GATHERINGS, INDOOR SOCIAL GET-TOGETHERS: 7/24/20** <https://sharesystems.dhsoha.state.or.us/DHSForms/Served/le2351G.pdf>
8. **RECREATIONAL SPORTS, LIMITED RETURN: 9/15/20** <https://sharesystems.dhsoha.state.or.us/DHSForms/Served/le2351E.pdf>
9. **SCHOOL AGED SUMMERTIME DAY CAMPS: 9/16/20** <https://sharesystems.dhsoha.state.or.us/DHSForms/Served/le2357.pdf>
10. **VENUE: 9/29/20** <https://sharesystems.dhsoha.state.or.us/DHSForms/Served/le2351D.pdf>