



Updated | NTC - Safety & Sterilization Guidelines (COVID19)

In an effort to ensure safety and reduce exposure to COVID19 upon re-opening the below guidelines will be followed based on the [CDC Recommendations](#). The objective is to avoid future temporary closure due to a participant or staff getting sick and or testing positive for COVID19. These guidelines have been adapted due to the nature of our services and are to be adhered to by active participants, their immediate family and all staff.

- *The below guidelines are current as of April 26, 2020 and in effect through August 30, 2020.*
- *They are subject to be changed or modified at the discretion of The Center leadership and Board of Directors.*
- *An attempt to notify participant parents and staff will be made to update any changes as soon as possible.*

Tentative Re-Opening Date: Monday June 1, 2020

Tentative Re-Opening Hours: 10 a – 3 p M-F

Participant, Family and Staff Safety Guidelines

We ask that our staff, active participants and their families adhere to the below safety and social distancing guidelines:

- Continue to practice social distancing and reasonable shelter in place protocols including:
 - Wear a mask when outside of their home (does not need to be a medical grade mask)
 - Stay at least 6 feet away from people when outside of the home and avoid crowds of more than 10 people
 - Limit activity outside of the home to essential activities (grocery shopping, pharmacy, medical appointment ect) and try to have a designated person in the home who conducts these activities, limiting them to 1x a week if possible.
- Practice frequent handwashing, throughout the day and especially before and after eating and after using the restroom
- Limit face touching as much as possible, wearing a mask helps with this common behavior
- Be diligent about your own personal health and adhere to reasonable precautions by not attending our program if you have experienced any symptoms, do not feel well or someone in your immediate family has experienced any of the below symptoms:

Last Update: April 26, 2020



- Recent fever?
- Recent coughing?
- Difficulty in breathing or shortness of breath?
- Recently experienced confusion or inability to arouse?
- Have a chronic medical condition such as COPD, Emphysema, Heart Disease or Diabetes?

If any of the above questions are answered **YES**, maybe or not sure - the participant **WILL** be asked to stay at home. We require that participants must have no active symptoms for at least 2 weeks before returning to The Center.

If all of the above questions are answered **NO** - the participant **WILL** be welcomed to attend programming at The Center.

****If a participant presents with any symptoms, we ask that The Center staff is notified ASAP so we may proceed with necessary precautions to maintain the safety of our staff and community. Staff are instructed to inform parents if there are any concerns or symptoms arise while at The Center.***

What happens if a participant or staff begins to show symptoms of COVID19 or have been exposed?

- As soon as symptoms or exposure is known The Center needs to be notified and the person of concern should not be attending The Center.
- If possible, within 24 hours the person who has symptoms or has been exposed should be tested and the results shared with The Center.
- If testing is not possible symptoms should be monitored and behaviors should be based on assuming that the person has been infected. This includes isolation and self quarantine up to 14 days or until there are no symptoms for 48 hrs.
- If testing is possible and the results are positive or there is concern of infection all active participant parents will be notified of possible exposure and any planned closures.
- If a participant or staff has been infected with COVID19 they will have to be fully recovered and tested to confirm that they are no longer infectious before returning to The Center.

Based on the extent and duration of symptoms or exposure The Center leadership may:

- Remain open if staffing is available and other participants do not show signs of exposure or symptoms.
- Temporary closure to prevent spread of infection. Closure could be up to two weeks.



Daily Arrival and Departure Protocol

- The Handicap parking spot is for who is unloading, we will have a carpool style line. Staff will rotate helping with unloading.
- Staff will meet participants at their car. Parents should unload individuals from vehicles.
- Staff will take the temperature of participants at their car. If any signs of illness or temperature is present, they will be turned away from the program that day. If participants progress to be more symptomatic they should be tested within 24 hours and report back to the Center if possible, exposure. ****Pending Testing Availability.***
- As soon as a participant enters the building, hands will be washed or sanitized.
- Departure will work the same. One loading at a time in the handicap spot.

Key Program Changes

- Staff will wear masks throughout the workday.
- Staff will support frequent handwashing of participants.
- No program activities related to making food for consumption or cooking life skills.
- Activities will be based off materials that do not need to be shared and each participant will have designated materials that will be isolated for their personal use.
- Extra sanitizing of surface items used during activities and throughout each day.
- No snack time.
- At lunchtime participants will be reasonably physically separated and supervised for safe handling of food.

Sterilization Protocol - for Staff to Follow at The Center

Daily Space Sterilization

- Each morning and each afternoon the handrails, chairs, table surfaces, doorknobs, bathroom toilets, sinks and common areas of the facility space will be wiped down with high grade disinfectant.
- Supplies for respiratory hygiene and cough etiquette, including 60%-95% alcohol-based hand sanitizer (ABHS), tissues, no touch receptacles for disposal, and facemasks will be stocked and available for use by staff and participants

Participant Sterilization

- Participants will be required to wash their hands frequently throughout the day. They must wash their hands before and after eating and using the restroom.
- Staff will ensure that participants properly wash hands and monitor hygiene throughout the day.