



Parks, Recreation, and Facilities Preparedness Plan

The City of Vadnais Heights is committed to offering recreation programs and public facilities (as “places of public accommodation”) that are safe for participants, instructors, volunteers, and staff. We have developed the following Preparedness Plan in response to the COVID-19 pandemic. Our goal is to mitigate the potential for transmission of COVID-19 through participation in our programs and use of our facilities, and that requires the full cooperation of everyone involved.

Our Preparedness Plan follows Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines related to COVID-19 and addresses:

- Screening and policies for participants exhibiting symptoms of COVID-19
- Hygiene and respiratory etiquette
- Protocols for social distancing
- Cleaning and disinfection
- Communications that will be provided to participants, user groups, instructors, staff, and volunteers

Participants will be provided with specific protocols for each recreation program. All recreation participants and facility renters are encouraged to ask City staff, volunteer coaches, or instructors if there are any questions about the contents of this plan.

SCREENING AND POLICIES FOR PARTICIPANTS EXHIBITING SYMPTOMS OF COVID-19

All participants in recreation programs and users of City facilities (including youth and adult participants, contracted instructors, and volunteers) are expected to conduct a self-assessment before reporting to a City facility; in the case of minors, adult guardians must assess minors for symptoms. According to the CDC, “*People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear **2-14 days after exposure to the virus.** People with these symptoms may have COVID-19:*

- *Fever 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*

*This list does not include all possible symptoms. CDC will continue to update this list as we learn more about COVID-19.” *date last updated included at top of document.*



Stay at Home

Anyone who has tested positive for COVID 19 is asked not to enter City facilities or attend recreation programs. Additionally, any person who is not fully vaccinated, and has a close contact with a person with COVID—19 is asked not to enter City facilities or attend recreation programs. Close contact is defined as, “being less than 6 feet from someone for 15 minutes or more throughout a 24-hour period.” Please note, even shorter periods of time or longer distances can result in spread of the virus. The timeframe for having contact with an individual includes the period of 48 hours before the individual became symptomatic. Follow applicable MN Department of Health quarantine guidelines.

Return to Programming

Persons with COVID-19 who have symptoms and were directed to isolate at home may return to their program following a complete quarantine period and upon receiving a negative test result. Individual guidance from the Minnesota Department of Health is available.

Fee Policy

Should a program participant or facility renter need to cancel due to COVID-19 symptoms or exposure, a pro-rated refund will be considered for program and facility rental fees.

HYGIENE AND RESPIRATORY ETIQUETTE

Handwashing

Participants are asked to thoroughly wash their hands immediately prior to leaving home. Indoor restroom facilities may not be available on site for recreation programs; participants are asked to provide their own supply of sanitizer. Hand sanitizer is recommended for use upon arrival and departure from the facility, and during the program/rental as needed.

Respiratory Etiquette: Cover your cough or sneeze

All participants are being instructed to cover their mouth and nose with their sleeve or a tissue when coughing or sneezing and to avoid touching their face, in particular their mouth, nose, and eyes, with their hands. They should dispose of tissues in the trash and wash or sanitize their hands immediately afterward. Respiratory etiquette will be demonstrated on communications to participants and by making trash receptacles available on site.

Face Coverings

There is no longer a statewide requirement to wear face coverings in most settings; however, there are situations where face coverings may be required for Park and Recreation programs.

Remember, wearing a cloth mask can help stop your germs from infecting others. Masks do not replace social distancing or mean that people who are sick should be in public places.



PROTOCOLS FOR SOCIAL DISTANCING

Recreation programs have been modified to comply with CDC and MDH guidelines for social distancing:

- Program and rental group sizes will be limited according to current MDH guidelines, and will include all participants, instructors, and volunteers, as required.
- Spectators are not allowed during any program activity where their presence would exceed the allowable group size limit, or disrupt the ability for all members to remain 6' apart.
 - If a participant needs additional support to participate in the program, the group size will be adjusted to allow for the support staff. Please express this need upon registration so City staff can plan accordingly.
- All members of different households are to maintain 6' of social distancing at all times while not engaging in the program activity (and as much as possible during program activity).
 - Recreation program plans have been written to promote social distancing as needed.
 - All recreation programs will take place at facilities that can accommodate adequate spacing for participants. Any recreation programs occurring indoors will comply with applicable current MDH and CDC guidelines for occupancy.
 - Congregating at recreation programs is strongly discouraged, and congestion in the parking lots should be minimized as much as possible. Programs have been scheduled with transition times between sessions, but cooperation of participants is appreciated.
- Participants are asked to arrive at their program or rental as close to the scheduled start time as possible and to leave immediately following the program or rental.

Maximum capacity for any indoor facilities with consideration for social distancing and other current MDH and CDC restrictions will be determined by City staff and communicated to participants and facility renters.

CLEANING AND DISINFECTION

Recreation Equipment

Sharing of program equipment in the course of each program will be minimized to the extent possible. Participants are welcome and encouraged to bring their own equipment when possible; participant equipment should be clearly labeled prior to attending.

The following cleaning and disinfection procedures will be implemented:

- Program equipment will be disinfected by City staff when compiling sets for program use
- Program equipment will be cleaned at the end of each program session prior to being returned to equipment bags by the instructor or volunteer coach as applicable
 - Participants should touch only the equipment assigned to them during the program. Coaches may have additional equipment to handle (cones, batting tees, etc.), and participants should avoid touching this equipment with their hands.
- For private instructors (persons not employed by the City), additional directions may be provided per their individual preparedness plan made available to the City.



Facilities

Outdoor, public spaces are not routinely cleaned or sanitized. These items are used at the risk of each user.

Indoor spaces may not be available for all programs and renters. If indoor spaces are used:

- City staff will clean and sanitize high-touch surfaces such as doorknobs and countertops between private facility rentals. As public spaces, there is potential for them to be contaminated in the time between when they are cleaned by City staff and the rental, so renters are encouraged to clean high-touch surfaces prior to, during, and after use. Facility renters are required to follow the rental policy and applicable cleaning procedures contained within the rental application.

Facility renters will be required to sign an application addendum agreeing to comply with Executive Orders of Governor Walz and/or other applicable guidance (attached to this plan).

COMMUNICATION OF COVID-19 PROTOCOLS

City staff will distribute this plan directly to all program participants, instructors, volunteers, and facility renters, as well as posting the information to our City website.

Additional training will occur for volunteer coaches and contracted instructors as needed to successfully implement the Parks and Recreation Preparedness Plan.

RESOURCES REFERENCED IN CREATING THIS PLAN

Vadnais Heights Staff Preparedness Plan – May, 19, 2020

[Minnesota DNR Outdoor Recreation, Facilities, and Public Guidelines](#)

[Stay Safe MN Guidance](#)

[Governor Walz Executive Order 20-74](#)

[Governor Walz Executive Order 20-81](#)

[Governor Walz Executive Order 20-99](#)

[Governor Walz Executive Order 21-11](#)

[Governor Walz Executive Order 21-21](#)

[What to Do if You Have COVID-19 \(MN Department of Health\)](#)

[What to Do if You have Had Close Contact With a Person With COVID-19](#)

This plan has been updated as more information and guidelines have become available. All versions of this plan are available upon request.

Previous Versions:

- *June 11, 2020 (first published)*
- *June 17, 2020*
- *July 28, 2020*
- *September 1, 2020*
- *November 19, 2020*
- *March 17, 2021*

