



May 14, 2020

Hello Boys & Girls Clubs of South Central Kansas Families!

The past 2 months have been like nothing we have ever seen. We know that each of you have endured your own unique challenges during these times. While we are optimistic about the expiration of the stay-at-home order, our commitment to safety will not waiver. We will proceed with extreme caution.

The Boys & Girls Clubs of South Central Kansas (BGC) is excited to re-open our doors for the Summer of 2020 on June 1, 2020 at both our Opportunity Drive & Oaklawn locations. While this summer will look different than previous years, our impactful programming will remain the same. **Our capacity is limited at each location.** We started summer sign-ups in February 2020, and currently are full at our Opportunity Drive location. We still have a few openings for our Oaklawn location. If you are interested in enrolling, please contact our office on Monday, May 18 at (316) 201.1890 and we will walk you through what is needed.

#### **Waitlist:**

We have created a waitlist, as things evolve and/or if we are allowed to add more kids, we will reach out to the waitlist. If you are interested in being added to the waitlist, please call our office at (316) 201.1890. In the event that you are called from the waitlist to enroll, you will have 24 business hours to return payment and forms.

#### **Safety Precautions:**

The health & safety of our staff, Club members, parents/guardians, and volunteers is of the utmost importance. To ensure their safety, Boys & Girls Clubs of South Central Kansas has implemented the following protocols and procedures in accordance with recommendations from the Center for Disease Control & Prevention (CDC), requirements of Kansas Department of Health & Environment (KDHE), and guidance of Boys & Girls Clubs of America (BGCA).

#### **Precautions at Home:**

- Stay at home as much as possible, especially if you or your child feels sick or have a serious underlying health condition.
- Cover your nose and mouth with a cloth cover when you are around others.
- Wash your hands often throughout the day and avoid touching your face.
- Clean & disinfect frequently touched surfaces.

#### **Precautions at Boys & Girls Clubs:**

- Staff members & Club members that are sick or exhibiting symptoms are required to stay at home & won't be permitted into the program. Members who become sick during Club time will be immediately sent home.
- All staff members are strongly encouraged to wear masks based on CDC recommendations.
- Program spaces & materials will be disinfected after each activity & before closing each evening.

- Social distancing practices will be followed & this will impact our capacity at each site.
- Group sizes will not exceed 10 people (1 staff & 9 Club members).
- Screening for signs & symptoms will be conducted for all Club members & staff before they enter the building:
  - Has there been any travel within the last 14 days in the state or country identified as a hot spot for COVID-19?
  - Has there been an exposure to someone diagnosed with COVID-19, either household or non-household contact?
  - Is the individual or anyone in the home showing signs of illness or who have the following:
    - Fever greater than 100.4 degrees (F)
    - Cough
    - Shortness of breath/difficulty breathing
    - Sudden loss of smell or taste
    - Other signs of illness (headache, sore throat, general aches/pains, fatigue/weakness/extreme exhaustion)

**Precautions at Drop-Off & Pick-Up:**

- During drop-off times, parents & child(ren) will remain in vehicles, BGC staff member will come to the car to take the temp of child(ren) while parent will sign off on the health assessment each day. Parents will be expected to have their own pen.
- During pick-up times, parents will remain in vehicles. It is recommended that the parent call the Club informing that they are on their way so, staff can be ready to greet them with child.
- Outside visitors will be limited. For individuals requiring entrance, they must wear a mask, sign a log with date, time, name & contact information.
- Parents/guardians who are self-quarantining due to close contact with an individual with COVID-19 should not do drop-off or pick-up.
- We recommend that the same person dropping off is also the same person who is picking-up each day.
- Staff will be wearing a mask & gloves when they are greeting you at your car at drop-off & pick-up times.

In the likely event of a positive COVID-19 case at the BGC site, that site will close immediately, the Sedgwick County Health Department and our licensing surveyor will be notified. BGC will work closely with them to communicate with all involved parties and will follow all guidance on necessary steps prior to re-opening.

Thank you for navigating this “new normal” with us. These types of precautions are not fun, but they are vital to help us keep your loved ones safe.

Sincerely,



Junnae Campbell  
Chief Executive Officer