



## Reopening Plan for Sublette BOCES Afterschool Program

***Sublette BOCES Afterschool program plans to use the same guidelines that apply to Sublette County School District #1 upon reopening.***

### ***General Safety and Wellness Practices:***

Face coverings may be required for all students and employees when social distancing cannot be maintained.

Sublette BOCES will adhere to the Sublette County Health Department requirements regarding hand washing, masks, water fountains, restrooms and other situations.

BOCES will provide a mask if needed by the student.

Students are encouraged to bring their own water bottles to BOCES, cups will be provided if needed. Per the Sublette County Department of Health, drinking fountains will be closed, but bottle filling stations will be open. Students will not be allowed to share water bottles. Students with symptoms will be placed in a designated screening room, and only designated staff will be able to access that room (a person from each program)

### ***Enhanced Cleaning:***

- Staff will comply with state and local health department requirements regarding the cleaning of facilities, the use of PPE, and any social distancing requirements.
- All surfaces will be disinfected by staff at the end of each day, as well as all supplies used. Sublette BOCES will meet or exceed state and federal food service guidelines and public health recommendations regarding cleaning facilities.

### ***Prior to Students and Staff Arrive to the Afterschool Program:***

- Parents should check daily for signs of illness before sending children to school as per APPENDIX C in the SCSD#1 Smart Start Plan. Students with any illness must stay home.
- Staff shall conduct a Daily Self-Screening using the same screening questionnaire as used by SCSD#1. Staff who demonstrate signs of illness will remain at home. If staff exhibit symptoms at work, they will be required to leave immediately.
- If your child has been sent home due to illness from public school they are required to stay home from the BOCES afterschool program as well. They can resume attendance in the afterschool program once they have been cleared to return to school.

**IT IS CRITICAL FOR THE SAFETY AND WELLNESS OF ALL AFTERSCHOOL STUDENTS AND STAFF AND OUR COMMUNITY THAT STUDENTS AND STAFF WHO DEMONSTRATE SIGNS OF ILLNESS STAY HOME.**

### ***Students Arriving at BOCES***

- **Bus:** Children must wear masks at all times on the bus. Sublette BOCES will not be sending a staff member to ride the bus each day, in order to minimize contact.
- **Bus Check in:** Bus drop off location will be at the north end of the Sublette BOCES building. Once students arrive, students' temperatures will be taken each day and recorded on the afterschool check-in document for attendance. If a student records a temperature over 100.4 that students parents will be called immediately to come and pick up their child, and the student will be placed in a quarantine room.
- **Bathroom:** Breaks will require each child to wash hands with hot soap and water and follow up with hand sanitizer.
- **Snacks:** Snacks will be offered to students during the program and will consist primarily of prepackaged snacks, on occasion, snacks will be prepared by a single staff member, who will be wearing face coverings and gloves. Snacks will then be individually presented to each child.
- **Hand Sanitizer:** Stations will be set-up in the classroom for students to use during the program.
- **Activities:** Activities will be developed with social distancing in mind and students will be positioned in the classroom to maximize the safety of all students and staff. Sublette BOCES will not be offering "You Choose Tuesday" classes. Instead, we will be spending as much time outdoors as possible, so please send your child with appropriate outdoor clothing, once the weather gets colder.

### ***Student Check Out:***

- **Parent Pick-up:** Parents will not enter the classroom when picking up their student(s). Parents will enter the BOCES building using the BOCES main entrance (signs will be in place) and be recognized by a BOCES staff member in the hallway. At that point an instructor will be notified to release that student to be checked out. If you need to speak to an instructor or have special instructions for student pick up, please call the BOCES office (367-6873).

### ***Plan Subject To Change***

- This plan is subject to change to meet the needs of new information, rule or regulation related to guidance on any of the components contained in this document.

### ***Symptomatic Room Policy***

- Students with symptoms will be placed in a designated screening room, and only designated staff will be able to access that room (a person from each program).

- Mask wearing is required (when appropriate) in the screening room, otherwise students may cover their mouth and nose with tissue.
- Student parents will be notified they need to pick up symptomatic students immediately. Parents need to be informed they need a plan for picking up students immediately.
- Any staff entering the screening room will be required to wear PPE.
- The screening room must be well ventilated (even using open windows) and cleaned after each time it is used. Cleaning should occur at least fifteen minutes after the room has been used.

**For any questions or concerns, please contact Kaidi Raney @ [kraney@sub1.org](mailto:kraney@sub1.org) or Tillie Dibben @ [tdibben@sub1.org](mailto:tdibben@sub1.org).**

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