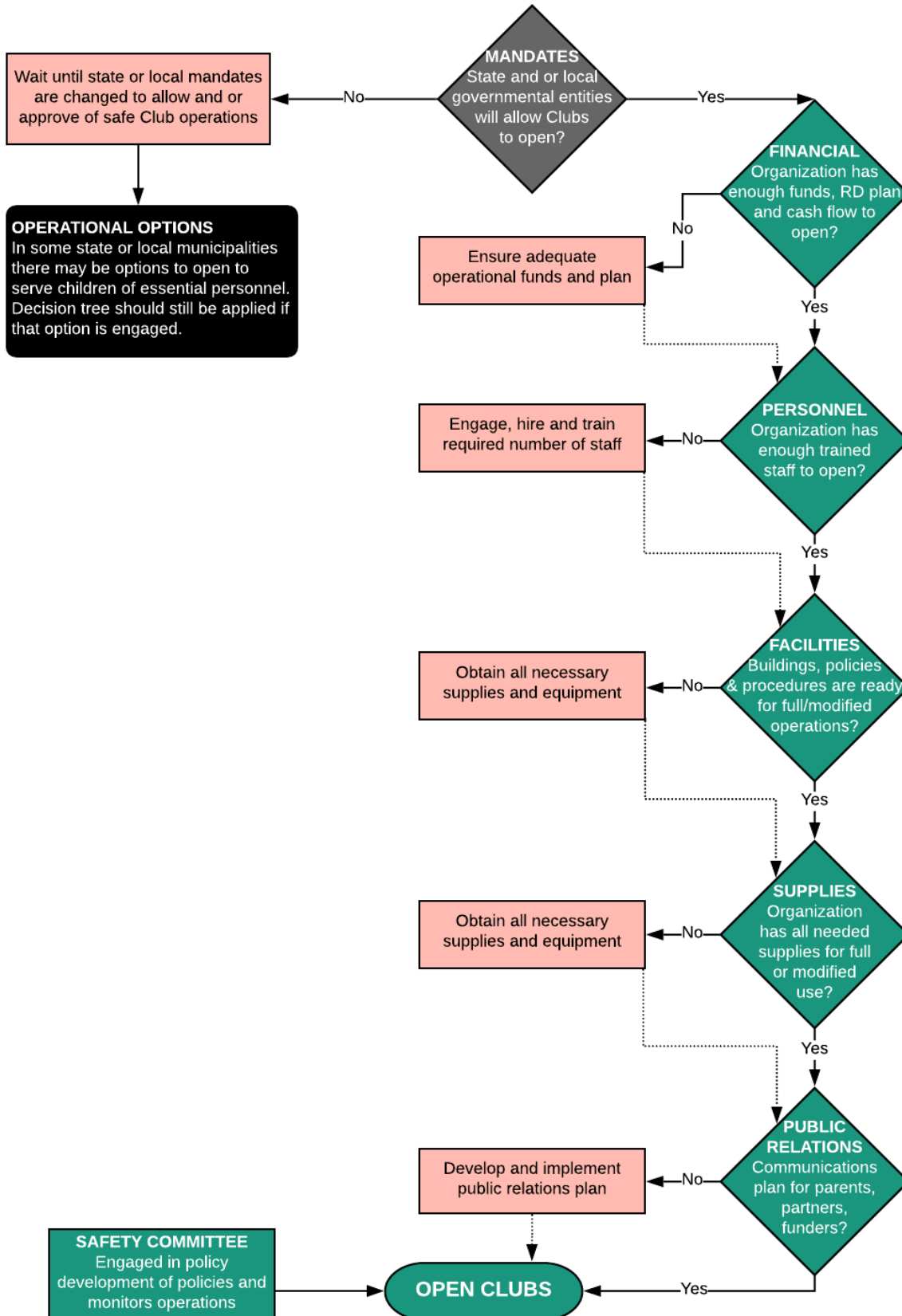


COVID-19 Club Opening Considerations

The decision to open modified or full Club operations is a hyper-local decision depending on many different factors. You can use the chart below to help guide your local discussions and planning. You will need to consult local health authorities, local or state mandates, your insurance providers, your legal counsel and community partners. Approval by the Board of Directors will be needed before reopening. Finally, make sure your team understands the decision and the plan moving forward. See page 2 for additional details on decision considerations.



COVID-19 CLUB OPENING CONSIDERATIONS

Details List

Below is a summary of items that Club organizations should consider before deciding whether to resume modified or full operations during and or after the COVID-19 crisis.

MANDATES

- Status or conditions of state and or local “Stay At Home” orders.
- Status or conditions of local school system opening decisions, if Club decision is aligned to that system.
- Status of Club liability insurance carrier regarding opening operations.
- CDC, OSHA and or local health department recommendations regarding health, safety and childcare operations.

FINANCIAL

- At least 30-days cash on hand to open operations.
- Board-approved detailed cash and scenario plan (best case, worst case, hybrid) for at least next 6 months.
 - *Scenarios should consider various staffing scenarios, increased operational costs from the current environment, impacts on revenue lines include dues and fees from families, etc.*
- Any increased operational costs regarding health and safety.
- Anticipated member registrations and or ADA upon opening.

PERSONNEL

- Changes to staff/child ratios.
- Enough staff are available for operations; and or will need to engage hiring process.
- Additional safety training necessary regarding Coronavirus and trauma-informed practices.
- Personnel wellness testing.
- Any additional staff required for cleaning and disinfecting facilities.

FACILITIES

- Determine what shared-use Club facilities can open (e.g. schools, community centers, faith-based, etc.).
- Changes to exit/entrance control and or parking lot policies and procedures (e.g. wellness testing, distancing).
- Changes to Club and room set-up practices and procedures (e.g. social distancing, transition).
- Changes to cleaning and disinfecting policies and procedures (e.g. opening, closing, during operations).
- Changes to transportation policies and procedures (e.g. wellness testing).
- Establishment of an isolation area for sick or symptomatic children.

SUPPLIES

- Additional safety equipment needed and available (e.g. infrared thermometers).
- Additional safety supplies needed and available (e.g. hand washing, disinfectants, child/adult masks and gloves).
- Additional signage to encourage any new safety policies (e.g. social distancing, entrance/exit control).
- Staff-wide communications system, if one does not exist.

PUBLIC RELATIONS

- Communication plan to reach parents and families.
- Additional or modified waivers for Club members (e.g. COVID-19 risk, child wellness, personal belongings, etc.).
- Awareness of possible public reaction to opening (negative and positive).
- Advanced notice to key partners, stake holders, funders, governmental officials, and health department officials.
- Regular parent and member safety briefings.

SAFETY COMMITTEE

- Engage committee for development of new safety policies and procedures requiring board approval.
- Engage committee in ongoing monitoring of new safety protocols for live and virtual operations.
- Assist in development of “triggers” to increase or decrease Club services and or ADA.

NOTE: Business continuity resources can be found here: <https://www.bgca.net/Pages/Coronavirus.aspx>