



Kevin J. Bailey  
Director of Recreation

# City of Medford

Recreation Department

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## COVID-19 Operational Plan for Recreation Programs

The Medford Recreation Department is committed to providing recreational programming this fall in a safe environment that protects the participants, spectators, and our staff. While we cannot eliminate the risk of contracting COVID-19, the following rules and procedures will be adopted this fall to help prevent the spread of COVID-19.

### Program Closure or Staff Absences:

Signs and Symptoms of COVID-19: Participants and staff will receive an email reminding everyone of the symptoms of COVID-19. This includes cough, fever above 100.4, chills, muscle pains, shortness of breath, sore throat, or loss of taste and smell. Anyone experiencing one or more of these signs (including the instructor) should contact the Recreation Department immediately and not attend the class. Upon notification from the Recreation Department, class will be cancelled or postponed for a minimum of two weeks. Full account credits will be provided to everyone participating in the class.

The following rules and policies will be in place to help reduce the spread of COVID-19.

1. All programs will have a maximum enrollment of 10 participants. No classes will be combined. If there is a child who needs special accommodations, a maximum of one assistant coach is permissible.
2. Coaches, spectators, and participants must wear a face mask while participating in our programs.
3. Participants should provide their own equipment when possible. This includes playing sticks such as hockey and lacrosse.
4. Recreation will not be providing water. Participants must bring a water bottle to each class.

### Cleaning Procedure:

1. All equipment will be disinfected before placing items in the storage closet. All items will be disinfected by a recreation staff member using Chlorox disinfectant cleaner with bleach.
2. Bathrooms in the pool will be cleaned in the morning upon the arrival of the first recreation employee. Bathrooms will be cleaned again at 12:00pm.
3. Picnic tables will be disinfected once every morning.
4. Hand sanitizer will be placed on one of the picnic tables for participants to use before, during, and after the program.

### Inclement Weather & Shelter:

When inclement weather is forecasted for the day, the Recreation Department will cancel the program. For unforeseen weather such as passing thunderstorms, participants without a parent or guardian present will shelter with the recreation staff in the Women's Locker room in the pool bathhouse.

### Drop Off/Pick Up Procedure:

When you arrive to a recreation program, cones, hoola hoops, or floor markers will be placed on the field (6 feet apart). When parents arrive, the instructor will take attendance and direct the participant to one of the markers. Parents should social distance themselves from other parents when picking up their child.

### COVID-19 Contact Person:

The Recreation Director, Kevin Bailey will be the primary contact person related to COVID-19. If a parent or patron has a question or concern that is COVID-19 related, please have the person contact him at (781) 393-2486 or [kbailey@medford-ma.gov](mailto:kbailey@medford-ma.gov).