



**BOYS & GIRLS CLUBS
OF MAGIC VALLEY**

Safety & Health Plan COVID-19

This Plan Includes:

- Virus Prevention Expectations
- If a positive Coronavirus case is found in a Club
- Staff deep cleaning guidelines

Virus Prevention Expectations

- Parents/visitors are asked to refrain from coming into the Club if they have had contact with anyone who has had a confirmed case of the Coronavirus or is currently awaiting test results in the last 14 days.
- If a Club member has had contact with anyone who has had a confirmed case of Coronavirus or is currently awaiting test results from the last 14 days, they will be unable to attend the Club until after the waiting period.
- If an employee/volunteer has had contact with anyone who has had a confirmed case of Coronavirus or is currently awaiting test results from the last 14 days they will be unable to return to work until after the quarantine period has elapsed.
- Club members and staff will wash hands upon arrival at the Club and will wash thoroughly before eating meals or snacks.
- If a Club experiences a confirmed case of Coronavirus of either a staff or member, the Club will close down for the amount of time necessary to allow for disinfection of all surfaces within the Club.
- Disinfect all hard surfaces at least daily, paying special attention to high use items such as door knobs, light switches, keyboards, telephones, computer mice, countertops, and tables.
- Disinfect toys as appropriate at the end of each day and allow them to dry overnight.
- Make sure hand sanitizer and facial tissue is available in high traffic areas throughout the Club and worksites.

If a Positive Coronavirus Case is Found in The Club:

- If a staff, member, or parent has tested positive for Coronavirus:
 - Immediately contact your supervisor who will then contact the Executive Director. The Executive Director will then notify South Central Public Health District.
- If the Health Department determines the Club needs to be closed, the entire Club will need to be deep cleaned and sanitized before reopening.
- The Executive Director will work with Clubs on next steps to sanitize the area.

South Central Public Health District 208-737-5900.

Staff Deep Cleaning Guidelines for Boys & Girls Clubs of Magic Valley

- Windows and doors should be opened and all fans should be on to create a well-ventilated area to minimize breathing chemicals.
- If you are going to be spraying chemicals, we request all employees wear a mask and eye protection (eye glasses, sun glasses, safety glasses) that will prevent ingesting cleaning materials in the mouth, nose & eyes. Masks should be worn throughout the entire cleaning process. If a mask is not available, employees should not be spraying chemicals and cleaning by dipping a rag into bleach and water.
- Items to have in stock before cleaning:
 - Spray bottles, bleach Clorox/Lysol spray, and/or wipes
 - Eye Protection: safety glasses, eye glasses, sunglasses and face masks
 - If you are not available to find these items do not spray any chemicals and use a cleaning rag dipped in bleach and water.
 - Gloves- Rubbing Alcohol (90%) for all computer cleaning
 - Soft Cloth- To clean computers
 - Any exposed skin (arms, hands, neck, face areas not covered) should be thoroughly washed with soap and water after removing gloves, maske and eye protection.

Staff Deep Cleaning Guidelines:

1. All Surfaces (examples: tables, countertops, desks, cabinets, bookshelves, floors, bathroom toilets, sinks)
 - a. Wear disposable gloves when cleaning and disinfecting surfaces.
 - b. Gloves should be discarded after each cleaning.
 - c. If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection. After cleaning disinfection products with the following products make sure to follow all instructions including application process and contact time.
 - i. Lysol or Clorox wipes, bleach spray solutions
 - ii. Prepare a bleach solution by mixing: 5 tablespoons (1/3rd cup) bleach per gallon of water or 4 teaspoons bleach per quart of water.
 - d. For soft (porous) surfaces such as carpeted floor, rugs and drapes:
 - i. Vacuum carpets, rugs and spray with Lysol or Clorox spray (that will not stain carpets with bleach)
 - ii. Wash any rugs, curtains or drapes with the hottest setting that will be safe to wash then in.
 - e. Clothing, towels linens and other items that go in the laundry:
 - i. Wear disposable gloves when handling dirty laundry and then discard after each use.

- ii. If possible, do not shake dirty laundry. This will minimize the possibility of dispersing virus through the air.
- iii. Launder items as appropriate in accordance with the manufacturer's instructions. If possible, launder items using the warmest appropriate water setting for the items and dry items completely. Dirty laundry from an ill person can be washed with other people's items.
- iv. Clean and disinfect clothes hampers according to guidance above for surfaces. If possible, consider placing a bag liner that is either disposable (can be thrown away) or can be laundered.

3. Toys, activity centers, books, games, sports equipment, chairs, office equipment, or any object that needs to be cleaned.

- Wear disposable gloves when cleaning and disinfecting any of the above items.
- Gloves should be discarded after each cleaning.
- All items need to be sanitized with a disinfectant and left to air dry using any of the following:
 - Lysol or clorox wipes or sprays
 - Bleach solution
 - Prepare a bleach solution by mixing 5 tbs bleach per gallon of water or 4 teaspoons bleach per quart of water
- Computers
 - Put 90% rubbing alcohol on a towel and wipe down computers. Do not use Clorox or Lysol on computers.
- For plastic toys, stuffed animals, metal toys, or anything that will not get damaged if washed:
 - Run through the dishwasher. A helpful tip is placing items in a mesh bag, especially small items that may fall through cracks of a dishwasher.
 - Items include but are not limited to: Legos, any plastic small toys, toy kitchen items, sports balls, etc.
 - Stuffed animals, dress-up clothes, or objects that can be washed in a washing machine, should be.
 - Any item that can't be wet should be sprayed with a disinfectant and left to air dry.
 - Books, keyboards, board games etc.

*Any specific questions can be directed to Executive Director Lindsey Westburg at 208-736-7011 ext. 103.