



COVID-19 Response Standard Operating Procedures

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<h1 style="text-align: center;">Greenwood Parks</h1> 	Version:	COVID 1.0
	Effective	May 22nd
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1. Framework for developing Procedure SOPs

Step by step plan to open amenities in Greenwood's parks in accordance with the five phases of the Indiana Back on Track Plan.

2. Objectives & Scope

To open the Greenwood parks in a safe and responsible manner and institute safeguards to help provide a safe environment for the community during the COVID 19 pandemic.

3. Procedures

Task: Open and maintain shelter houses within the parks	Authorized	Responsible
<ol style="list-style-type: none"> 1) On May 24th or the beginning of Phase 3 of Governor Holcomb's Back on Track Plan, the shelter houses will again open to the public. Parks Maintenance staff will remove all closure signs. (Exhibit A.1, Exhibit A.4) 2) Routine cleaning will continue to take place, however, specific additional disinfecting procedures on wooden benches and picnic tables will not be implemented as they are not deemed an efficient use of supplies by the CDC nor are they proven to reduce the risk of COVID-19 to the public. Patrons will be encouraged to bring their own hand washing and sanitizing supplies by means of signage in parks and social media releases. (Exhibit B, Sign A) 3) Signs will be posted at the entrances and throughout parks encouraging social distancing, requesting users to stay home if they feel sick, and informing park users of social gathering limits in accordance with Phase 3 and Phase 4 of the Indiana Back on Track Plan. (Exhibit A.1, Exhibit A.2, Exhibit A.4, Sign A) 		Park Maintenance Staff

4) Shelter houses will be available for rentals through the Community Center beginning on June 15, or the start of Phase 4 of the Indiana Back on Track Plan when social gatherings are permitted for groups up to 250 people (more than the capacity of any Park owned shelter houses). (Exhibit A.2)		
Task: Open and maintain tennis and pickleball courts within the parks	Authorized	Responsible
1) On May 24 th , or the beginning of Phase 3 of Governor Holcomb's Back on Track Plan, the tennis and pickleball courts will again open to the public. Parks Maintenance staff will remove all closure signs. Gates will be opened and will remain open by chaining them to the fence to eliminate frequent touch points on gate handles. (Exhibit A.1, Exhibit A.4) 2) Patrons will be responsible for bringing their own equipment and sanitizing products. (Sign A, Sign B) 3) Signs will be posted at the entrances and throughout parks encouraging social distancing, requesting users to stay home if they feel sick, and informing park users of social gathering limits in accordance with Phase 3 and Phase 4 of the Indiana Back on Track Plan. (Exhibit A.1, Exhibit A.2, Exhibit A.4, Sign A)		Park Maintenance Staff
Task: Open and maintain basketball courts within the parks	Authorized	Responsible
1) On May 24 th , or the beginning of Phase 3 of Governor Holcomb's Back on Track Plan, the outdoor basketball courts will again open to the public. Parks Maintenance staff will remove all closure signs. (Exhibit A.1, Exhibit A.4) 2) Patrons will be responsible for bringing their own equipment and sanitizing products. (Sign A, Sign B) 3) Signs will be posted at the entrances and throughout parks encouraging social distancing, requesting users to stay home if they feel sick, and informing park users of social gathering limits in accordance with Phase 3 and Phase 4 of the Indiana Back on Track Plan. (Exhibit A.1, Exhibit A.2, Exhibit A.4, Sign A)		Park Maintenance Staff
Task: Open and maintain softball diamonds within the parks	Authorized	Responsible
1) On May 24 th , or the beginning of Phase 3 of Governor Holcomb's Back on Track Plan, the softball diamonds will again open to the public. Parks Maintenance Staff will remove all snow fencing and closure signs. (Exhibit A.1, Exhibit A.4) 2) Patrons will be responsible for bringing their own equipment and sanitizing products. (Sign A, Sign B) 3) Signs will be posted at the entrances and throughout parks encouraging social distancing, requesting users to stay home if they feel sick, and informing park users of social gathering limits in accordance with Phase 3 and Phase 4 of the Indiana Back on Track Plan. (Exhibit A.1, Exhibit A.2, Exhibit A.4, Sign A) 4) Softball diamonds will be available for rentals through the Community Center beginning on June 15, or the start of Phase 4 of the Indiana Back on Track Plan when social gatherings are permitted for groups up to 250 people. (Exhibit A.2)		Park Maintenance Staff

Task: Open and maintain the skatepark at Northeast Park	Authorized	Responsible
<ol style="list-style-type: none"> 1) On May 24th, or the beginning of Phase 3 of Governor Holcomb's Back on Track Plan, the skatepark will again open to the public. Parks Maintenance Staff will remove all snow fencing and closure signs. (Exhibit A.1, Exhibit A.4) 2) Patrons will be responsible for bringing their own equipment and sanitizing products. (Sign A, Sign B) 3) Signs will be posted at the entrances and throughout parks encouraging social distancing, requesting users to stay home if they feel sick, and informing park users of social gathering limits in accordance with Phase 3 and Phase 4 of the Indiana Back on Track Plan. (Exhibit A.1, Exhibit A.2, Exhibit A.4, Sign A) 4) Like playgrounds, routine cleaning and inspections will continue to take place for skatepark apparatuses, however, specific additional disinfecting procedures will not be implemented as they are not deemed an efficient use of supplies by the CDC nor are they proven to reduce the risk of COVID-19 to the public. Patrons will be encouraged to bring their own hand washing and sanitizing supplies by means of signage in parks and social media releases. (Exhibit B, Sign A) 		Park Maintenance Staff
Task: Open and maintain park restroom facilities	Authorized	Responsible
<ol style="list-style-type: none"> 1) Park restrooms are open to the public for the duration of the park season. 2) Restrooms are opened in the morning by Parks Maintenance staff having been sanitized the prior night upon closing of the park. All high touch points such as faucets, toilets, and door handles will be sanitized using pump sprayers and Sanidate© chemical. This chemical remains in place for two minutes before dissipating in the air. No rinsing is required. (Exhibit C) 3) Upon opening, all doors will be propped open to remove exposure to additional touch points until closure of the restrooms at night. 4) The restrooms will not be supplied with handwashing or sanitizing supplies. Signs will be posted and social media messaging will be released informing patrons to bring their own sanitizing supplies. (Sign A, Sign B) 5) Proper handwashing technique signage will be posted in every park restroom facility. (Sign C) 6) Once in the afternoon, and during closing procedures at night, the entirety of all park restroom facilities will be sanitized using pump sprayers, with Sanidate© (Exhibit C) 7) All park restrooms will be hosed out once per week and re-sanitized by a Parks Maintenance employee wearing appropriate PPE. 		Park Maintenance Staff

Task: Open and maintain the splash pad at City Center Park.	Authorized	Responsible
<ol style="list-style-type: none"> 1) The splash pad will open for the season on June 15th or the beginning of Phase 4 of Governor Holcomb's Back on Track Plan. (Exhibit A.2) 2) The splash pad is a pass-through system. Water does not recirculate. 3) Patrons will be responsible for bringing their own equipment and sanitizing products. (Sign A, Sign B) 4) Signs will be posted at the entrances and throughout parks encouraging social distancing, requesting users to stay home if they feel sick, and informing park users of social gathering limits in accordance with Phase 4 of the Indiana Back on Track Plan. (Exhibit A.1, Exhibit A.2, Exhibit A.4, Sign A) 5) Routine cleaning and inspections will continue to take place at the splash pad, however, specific additional disinfecting procedures will not be implemented as they are not deemed an efficient use of supplies by the CDC nor are they proven to reduce the risk of COVID-19 to the public. Patrons will be encouraged to bring their own hand washing and sanitizing supplies by means of signage in parks and social media releases. (Exhibit B, Sign A) 		Park Maintenance Staff
Task: Open and maintain playgrounds within the parks	Authorized	Responsible
<ol style="list-style-type: none"> 1) On June 14th, or the beginning of Phase 4 of Governor Holcomb's Back on Track Plan, the playgrounds will again open to the public. Parks Maintenance Staff will remove all snow fencing and closure signs. (Exhibit A.2, Exhibit A.4) 2) Routine cleaning and inspections will continue to take place at playgrounds, however, specific additional disinfecting procedures will not be implemented as they are not deemed an efficient use of supplies by the CDC nor are they proven to reduce the risk of COVID-19 to the public. Patrons will be encouraged to bring their own hand washing and sanitizing supplies by means of signage in parks and social media releases. (Exhibit B, Sign A) 3) Signs will be posted at the entrances and throughout parks encouraging social distancing, requesting users to stay home if they feel sick, and informing park users of social gathering limits in accordance with Phase 3 and Phase 4 of the Indiana Back on Track Plan. (Exhibit A.1, Exhibit A.2, Exhibit A.4, Sign A) 		Park Maintenance Staff

4. Related Documents

Exhibit A.1	Back on Track Indiana Phase 3 Guidance
Exhibit A.2	Back on Track Indiana Phase 4 Guidance
Exhibit A.4	Executive Order signed into law May 21, 2020
Exhibit B	CDC Guidance – Cleaning & Disinfecting Your Facility
Exhibit C	SaniDate© All Purpose Disinfectant Safety Data Sheet
Sign A	Be Prepared – General Parks Guidelines
Sign B	Be Prepared – Hand Washing and Sanitizing Supplies
Sign C	CDC Hand Washing Procedures

Greenwood Community Center 	Version:	COVID 1.0
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1. Framework for developing Procedure SOPs

Step by Step plan to open The Greenwood Community Center during the 5 Phases of the Indiana Back on Track Guidelines

2. Objectives & Scope

To open the Community Center in safe and clean manner to help protect Patrons and employees from COVID19

3. Procedures

Task: Opening	Authorized	Responsible
<ol style="list-style-type: none"> 1) Staff must be screened at the beginning of their shift by a supervisor or other staff member including temperature check (must be less than 100.4 degrees Fahrenheit per CDC fever definition) and health questions. If staff member fails screening protocol he/she will be immediately sent home. (Exhibit E) 2) Staff must wear face coverings (mask) through phase 4 of Indiana Back on Track Plan (Exhibit A.1, Exhibit A.2, Exhibit A.4) 3) Staff will prop open GYM door, Courts door, fitness room doors, hallway door to restrooms and restroom doors for touchless entry 4) Staff will verify distancing signs and 6' markings are in place in lobby, GYM and restroom hallway and replace markings when necessary. 5) Staff will verify directional markings in walkways for directional flow/distancing. Replace markings when necessary. 6) Staff will verify Equipment is marked for 6' distancing per Back on Track Indiana Plan Suggested Guidelines for Gyms, Fitness Centers, and Similar Facilities (Exhibit A.5) 		Community Center Staff


<ul style="list-style-type: none"> 7) Staff will verify signage on all doors directing patrons to front door. (Sign F) 8) Staff will verify all sanitizer/wipe stations are ready for use. 9) Staff will unlock front doors and prop open for touchless entry. 		
Task: Occupancy	Authorized	Responsible
<ul style="list-style-type: none"> 1) Staff will be stationed at all exits and will keep track a number of patrons exiting the building to verify total occupancy counts at all times. (Exhibit F) <ul style="list-style-type: none"> a. No more than 100 people will be permitted in the building, including staff, GYM, and Courts patrons, through Phase 3 of the Indiana Back on Track Plan. (Exhibit A.1, Exhibit A.4, Sign H) b. Staff will communicate using portable two way radios. c. Staff must also keep track of patrons exiting the building d. All patrons must enter through the front door for screening and occupancy count. Membership entrance door will be blocked for egress only. (Sign G) 2) No more than 250 people will be permitted in the building during Phase 4 of the Indiana Back on Track Plan, including staff, patrons, summer camp, and aerobics classes. (Exhibit A.2, Sign H) <ul style="list-style-type: none"> a. All patrons will still need to enter through front doors b. Staff will continue to verify counts of entry and exits c. Staff will continue to communicate with portable 2 way radios 		Community Center Staff
Task: Check in Procedures	Authorized	Responsible
<ul style="list-style-type: none"> 1) All patrons will enter facility through front door, maintaining 6' social distancing as indicated by floor stickers. (Exhibit F) 2) When patrons enter front door they must be screened at the information desk. <ul style="list-style-type: none"> a. Staff will pass out our policies to each patron (Exhibit D) b. Patrons must follow 6' distancing guidelines while in line. c. Staff member will ask patron health questions (Exhibit E) d. Staff member will take temperature of every patron using temporal thermometer. If patron temperature reads above 100.4 degrees Fahrenheit, patron will be asked to step aside and a second measurement will be taken with a different thermometer. If second temperature also registers above 100.4 degrees Fahrenheit, patron will be asked to leave the facility immediately. e. Staff member will give patron "SCREENED" sticker upon passing screening procedures. Staff member will request that patron wear sticker at all times during their visit. If patron fails any of the screening procedures, he/she will instead be asked to immediately leave the facility. f. After screening procedures are complete and patrons pass they can proceed to front counter, maintaining 6' social distancing as indicated by floor stickers. g. Staff must clean all surfaces in screening areas at least every 2 hours 		Community Center Staff

Task: Front Desk Procedures	Authorized	Responsible
<ol style="list-style-type: none"> 1) Patrons must follow 6' social distancing guidelines, as indicated by floor stickers, to the front counter. (Exhibit F) <ol style="list-style-type: none"> a. Patrons must scan their membership pass themselves for contactless check-in. b. If patron is purchasing/renewing any memberships/passes, staff must keep a copy of receipt for contact tracing. c. Any clipboards and pens that are used by patrons will be disinfected prior to being used by another patron. (Sign J) d. Upon checking in, patron may proceed to the Courts, GYM or exit following directional flow arrows in the facility. (Exhibit F) e. Patrons must exit using GYM door or back exit door by restrooms. (Exhibit F) f. Staff must clean/disinfect all surfaces in front desk area at least every 2 hours. g. Staff must clean/disinfect front desk face shield every day 		Community Center Staff
Task: Restrooms	Authorized	Responsible
<ol style="list-style-type: none"> 1) Restrooms are open. However, locker rooms and showers will be closed (Sign K) 2) Only one patron will be allowed in each restroom at a time (Sign L, Sign M) 3) Staff will monitor restroom and exit door to verify counts. 4) Staff will clean/disinfect restrooms a minimum of every 2 hours. 5) Water fountains are closed, bottle fill is open (Sign O) 6) Restrooms located on north end of building (locker room) will be used for all patrons from the GYM and the Courts through Phase 4 of the Indiana Back on Track Plan. (Exhibit A.4, Exhibit F) 7) Restrooms located at south end of building will be used by summer camp only through Phase 4 of Indiana Back on Track Plan. (Exhibit A.4, Exhibit F) 8) Restrooms upstairs will be used by employees, summer camp and aerobics classes through Phase 4 of the Indiana Back on Track Plan (Exhibit A.4, Exhibit F) 9) Proper handwashing technique signage will be posted in every restroom facility. (Sign C) 		Community Center Staff
Task: The COURTS	Authorized	Responsible
<ol style="list-style-type: none"> 1) Patrons must be members only through Phase 4 of Indiana Back on Track Plan (Exhibit A.2) 2) Patrons must supply their own basketball (Sign P) 3) No Game Play will be allowed. Shoot around only. (Sign P) 4) A maximum of 5 patrons will be allowed per goal. (Sign P) 5) Staff must monitor courts 6) Staff must disinfect all backboards nightly, using the American Disinfectant, Inc. disinfectant misting system. 7) Staff must clean court floors nightly 8) Lockers must be cleaned/sanitized after each use 		Community Center Staff

9) Normal court play, which includes open gym, will open in Phase 5 of the Indiana Back on Track Plan. (Exhibit A.3)		
Task: The GYM	Authorized	Responsible
1) Patrons must follow the 6' social distancing guidelines. 2) Patrons must be members only through Phase 4 of Indiana Back on Track Plan (Exhibit A.2) 3) Patrons must wipe off machine/equipment after use with facility provided gym wipes. (Exhibit I) 4) Staff must clean/disinfect equipment after each use with additional cleaning supplies. (Exhibit H) 5) Staff must clean/mop floors every evening at closing. 6) Staff will verify all sanitizer/wipe stations are ready for use. 7) Lockers in GYM area must be cleaned/disinfected after each use by staff. (Exhibit H) 8) Staff will rotate usage of machines every other day following the layout of Exhibit G.1 and Exhibit G.2 Phase 4 of the Indiana Back on Track Plan (Exhibit G.1, Exhibit G.2, Exhibit A.2) 9) Staff must clean/disinfect vending machines after each use. (Exhibit H) 10) All misc. loose bands, jump ropes, balls, mats will be removed during Phases 3 & 4 of the Indiana Back on Track Plan and will be available for use again in Phase 5 of the Indiana Back on Track Plan. (Exhibit A.1, Exhibit A.2, Exhibit A.3, Exhibit A.4)		Community Center Staff
Task: Kid City	Authorized	Responsible
1) Kid City will not open before Phase 5 of the Indiana Back on Track Plan (Exhibit A.3) 2) Staff will clean/disinfect every evening using the American Disinfectant, Inc. disinfectant misting system.		Community Center Staff
Task: Meeting Rooms	Authorized	Responsible
1) Aerobics classes will begin in Phase 4 of the Indiana Back on Track Plan. (Exhibit A.2) 2) Rentals of Meeting rooms will resume in Phase 5 of the Indiana Back on Track Plan. (Exhibit A.2)		Community Center Staff
Task: Closing	Authorized	Responsible
1) Every Friday a supervisor is to verify cleaning supply inventory is sufficient for 2 weeks. If not let manager know for ordering of supplies 2) Staff will alternate GYM equipment to the alternate plan every night. (Exhibit G.1, Exhibit G.2) 3) Staff will use the American Disinfectant, Inc. disinfectant misting system to clean/disinfect all areas of the building every night.		Community Center Staff

5. Related Documents

Exhibit A.1	Back on Track Indiana Phase 3 Guidance
Exhibit A.2	Back on Track Indiana Phase 4 Guidance
Exhibit A.3	Back on Track Indiana Phase 5 Guidance
Exhibit A.4	Executive Order signed into law May 21, 2020
Exhibit A.5	Back on Track Indiana Suggested Guidelines for Gyms, Fitness Centers and Similar Facilities
Exhibit D	Greenwood Parks & Recreation Community Center Guidelines
Exhibit E	Health Screening Questionnaire
Exhibit F	Greenwood Community Center Flow Map
Exhibit G.1	Greenwood Community Center Equipment Usage – Floor Plan A
Exhibit G.2	Greenwood Community Center Equipment Usage – Floor Plan B
Exhibit H	NCL Earth Sense Multi-Surface Cleaner with H2O2 Super Concentrate Safety Data Sheet
Exhibit I	Wipes.com Disinfecting Wipes Safety Data Sheet
Sign C	CDC Hand Washing Procedures
Sign E	CDC Stop the Spread Guidelines
Sign F	Greenwood Community Center Entry Directional sign
Sign G	Greenwood Community Center Flow Map
Sign H	Occupancy Limits sign
Sign I	Greenwood Community Center Front Entry Social Distancing Guidelines
Sign J	Clean Pens sign
Sign K	Greenwood Community Center Locker Rooms and Showers Closed sign
Sign L	Restroom Lobby Door sign
Sign M	Restroom Waiting Locations sign
Sign N	Gym Restroom Directional sign
Sign O	Bottle Fill Only sign
Sign P	Court Rules
Sign Q	Kid City Closure sign

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1. Framework for developing Procedure SOPs

Step by step plan to open Freedom Springs Aquatic Park during the 5 Phases of the Indiana Back on Track Plan.

2. Objectives & Scope

To open Freedom Springs Aquatic Park in a safe clean manner to help protect patrons and employees from COVID-19.

3. Procedures

Task: Opening	Authorized	Responsible
<ol style="list-style-type: none"> 1) Staff must be screened at beginning of their shift by supervisor or other staff member including temperature check (must be less than 100.4F per CDC fever definition) and health questions. If staff member fails screening protocol he/she will be immediately sent home. (Exhibit J) 2) Staff must wear face coverings (mask) through Phase 4 of Indiana Back on Track Plan. Masks will be provided to staff. (Exhibit A.2) 3) Prop open Guest Services door, all doors to Lifeguard Office, Concession stand doors, and Restrooms doors for touchless entry. 4) The Guest Services door will have stanchions around it to block it off from patrons. There will be an "Employees Only" sign put on the door to indicate that door is to be used by staff only. 5) Family restrooms will be open for use. The doors will not be able to remain open as they are single use bathrooms. Only families and those who need a handicap accessible bathroom will be allowed to use the Family Restrooms. 		Aquatics Manager, Facility Staff

<ul style="list-style-type: none"> 6) Verify distancing signs and 6' markings are in place at the Main Admissions Gate, Concessions Stand, Body and Tubes Slides, Drop Slides, Diving Boards, and Lily Pad Crossing. (Sign R) 7) Verify directional markings are in place to direct flow of patrons at the Main Gate for entry. <ul style="list-style-type: none"> a. The line for those who have their Season Passes already will flow to the North. There will be a tent located at the entrance that will serve as the health screen for Season Pass holders. Once the season pass holders have passed their health screening they will then scan their pass and go through the open gate. (Exhibit K) b. The line for patrons wishing to purchase season passes will flow to the South and then work its way up to the Admissions Counter. (Exhibit K) 8) Verify signage outside Freedom Springs directing patrons to enter at the Main Admissions Gate. (Sign S, Sign T) 9) Verify that the hand sanitizer/sanitization wipe station is ready for use. <ul style="list-style-type: none"> a. Wipes will be kept by at the Guard Station located at the front of the park. (Exhibit K) 		
Task: Occupancy	Authorized	Responsible
<ul style="list-style-type: none"> 1) Through Phase 4 of the Indiana Back on Track Plan only season pass holders will be allowed into Freedom Springs. 2) Staff will be stationed at the Main Admissions Gate to count the number of patrons who enter Freedom Springs. <ul style="list-style-type: none"> a. No more than 700 patrons will be allowed in the facility through Phase 4 of the Indiana Back on Track Plan. (Exhibit A.2) b. All patrons will need to enter the park through the Main Admissions Gate. (Exhibit K) c. There will be two lines for those coming into Freedom Springs. One line flowing to the North for season pass holders and another line flowing to the South for those wishing to purchase season passes. (Exhibit K) d. Turnstiles will not be used. Gates will be opened for touchless entry. e. All patrons who enter the facility will need to go through a health screening before admittance into the park is allowed. (Exhibit J) 3) Staff will be stationed at the North Access Gate to count the number of patrons who leave Freedom Springs. 4) Staff stationed at the entrance and exit will use two way radios to communicate with each other to verify total occupancy counts. 5) The South Access Gate will be used for emergency response. (Exhibit K) 		Aquatics Manager, Facility Staff

Task: Admissions Gate Procedures	Authorized	Responsible
<ol style="list-style-type: none"> 1) All patrons will enter Freedom Springs through the Main Admission Gate, maintaining 6' social distancing as indicated by the floor markers. <ol style="list-style-type: none"> a. The line for season pass holders will start at the tent located at the main gate and flow towards the north towards the North Access Gate on the sidewalk. (Exhibit K) b. The line for those wanting to purchase season passes will start at the admissions gate and flow towards the south on the sidewalk. (Exhibit K) c. Season pass holders will stop at the tent set up to complete health screenings. (Exhibit J) d. Turnstiles will not be used. Season pass holders will still use the scanners to scan their passes and then enter through the open gate. e. If patrons are purchasing/renewing any season passes, staff must keep a copy of receipt for contact tracing. f. Patrons will only be able to enter through the Main Admission Gate. Patrons will exit the facility at the North Access Gate. 2) When patrons enter the front gate they must go through a health screening before being allowed to enter Freedom Springs. <ol style="list-style-type: none"> a. Staff members at Freedom Springs will stand out on the sidewalk to do health screenings before patrons go to the admissions gate. b. Staff will pass out Freedom Springs' policies to each patron. (Sign U) c. Staff will ask health screen questions to each patron who wants admittance into Freedom Springs. (Exhibit J) d. Staff will take temperatures of each patron who prior to entry into Freedom Springs with a temporal thermometer. <ol style="list-style-type: none"> I. If a patron fails the first temperature check (must be less than 100.4F), staff will conduct a secondary temperature check to verify the first check. II. If patron fails the secondary check they will be asked to wait for 15 minutes in a designated area located at the Main Gate to allow them to cool off after waiting in line. III. If the patron passes the temperature check they will be allowed to enter the facility. IV. If the patron does not pass the third check they will not be allowed to enter the facility. e. After passing health screen patrons will be given a wrist band that shows they have been screened and allowed to enter Freedom Springs, maintaining 6' social distancing as indicated by floor markers. f. If the patron does not pass the health screen they will be asked to leave. 3) Staff will clean admissions area surfaces routinely. 		Facility Staff

Task: Concessions Procedures	Authorized	Responsible
<ol style="list-style-type: none"> 1) Patrons must follow 6’ social distancing guidelines, as indicated by floor markers, to Concessions Counter and to food pick up window. (Exhibit L) <ol style="list-style-type: none"> a. Patrons will wait at a “please wait here sign” until a Concession Stand Associate waves them up to the counter. b. Patrons will come to the Concessions Counter to place their orders and pay. c. Patrons will then be asked to go to the window located on the side of the Concession Stand to pick up their food. d. Patrons will not be able to sit under the concessions awning. Shelters 1 and 2 will be reserved for concessions for patrons to sit and eat their food. (Exhibit L) e. Signs will be put up informing patrons of temporary seating for concessions. (Sign U) 2) All staff are required to wear face covering and gloves while in the concession stand. Staff will be required to make frequent glove changes. (Exhibit M) 3) Staff must clean the Concessions Counter and Concession Stand routinely. 4) Staff will clean and disinfect the acrylic sneeze guards at the Concessions Counter every day. 		Facility Staff
Task: Restrooms	Authorized	Responsible
<ol style="list-style-type: none"> 1) Restrooms will be open for patrons to use. 2) The doors to the restrooms will be open for contactless entry. 3) Family restrooms will be open for use. The doors will not be able to remain open as they are single use bathrooms. Only families and those who need a handicap accessible bathroom will be allowed to use the Family Restrooms. (Sign V) 4) Signs will be placed outside and inside the restrooms encouraging good hand hygiene and social distancing. (Sign C, Sign E, Sign W) 5) Proper handwashing technique signage will be posted in every restroom. (Sign C) 6) A cleaning schedule will be posted in the restrooms for patrons to see. Restrooms will be cleaned routinely. 7) Cleaning supplies will be fully stocked at all times. 		Facility Staff
Task: Lifeguard Procedures	Authorized	Responsible
<ol style="list-style-type: none"> 1) Lifeguards are required to carry a lifeguard tube with them to be used as a tool when performing active saves in the water. <ol style="list-style-type: none"> a. Each lifeguard will be assigned their own lifeguard tube for the day. They will need to make sure that no one else uses that tube. Once they are done with their shift they will sanitize their own tube with Mark E II solution and then hang them up to dry. (Exhibit P) 2) Lifeguards will be required to wear face masks while in zones of protection through Phase 4 of the Indiana Back on Track Plan. (Exhibit A.2) 		Facility Staff

<ul style="list-style-type: none"> a. Lifeguards will need to put their whistles in their mouth while in scanning so they are ready to use their whistles to communicate to patrons, other lifeguards, and supervisors. b. If a lifeguard needs to make a routine active save in the water they will need to remove their mask to prevent an accidental drowning while in the water when they jump in. c. If a lifeguard has to make an in water save a dry mask will be provided for them to replace the wet mask. d. Lifeguard supervisors will do frequent well-being checks to make sure lifeguards are doing fine outside in the sun with their masks on. e. If a lifeguard feels like they are getting over heated they will signal to lifeguard supervisors and will be allowed to come down for a short break after the supervisor takes over their zone. <p>3) Lifeguard and Concession Admission Associates will be able to take their masks off when in the lifeguard office for breaks.</p> <ul style="list-style-type: none"> a. If a patron needs to come into the recovery for first aid, staff will have to put their masks up. b. When a patron is being brought into the recovery room the staff helping the patron will say "Masks up, Patron coming through." <p>4) When lifeguards are stationed at the First Aid desk they will be required to wear masks.</p>		
Task: Pool Deck Procedures	Authorized	Responsible
<ul style="list-style-type: none"> 1) When patrons enter Freedom Springs they will be encouraged to wear a face covering when not swimming or in the water. (Sign U) <ul style="list-style-type: none"> a. While swimming or in the water above the waist patrons should not wear face masks as swimming with a face mask is dangerous and could create a drowning hazard. 2) Lounge chairs will be spread out 6' from each other as directed by the CDC and Indiana State Department of Health. (Exhibit M, Sign #) <ul style="list-style-type: none"> a. Lounge chairs will be monitored throughout the day by staff to help ensure that they stay 6' apart. b. Patrons will be encouraged to wipe down and sanitize their chair after use to help staff in preventing the spread of COVID-19. c. There will be signs posted inside Freedom Springs communicating to patrons about cleaning their chairs after use. Signs will direct patrons to the guard station located at the front of the park to get wipes to clean their chairs with. (Exhibit I, Exhibit I.1, Sign X) 3) Hand railing on the stairs of all the slides, the ladders of the pools, diving boards, and the bridge will be wiped down and sanitized routinely by staff. 4) The picnic tables under the shelters will be wiped down and sanitized routinely by staff. The surrounding area under and around the picnic table will be swept for debris at the time staff wipe the tables down. 		Facility Staff

<ul style="list-style-type: none"> 5) Trash can lids will be wiped down and sanitized routinely by staff. <ul style="list-style-type: none"> a. There will be hourly checks to see if trash bags need to be changed to prevent overflow. 6) Tube Slide Inner Tubes will be cleaned using the American Disinfectant, Inc. disinfectant misting system every morning before opening. 7) Lazy River Inner Tubes will be wiped down and sanitized throughout the day and put back into the lazy river. They will also be cleaned using the American Disinfectant, Inc. disinfectant misting system every morning before opening. <ul style="list-style-type: none"> a. The number of lazy river inner tubes will be decreased ratably with the occupancy number lowered through Phase 4 of the Indiana Back on Track Plan. There will be fifty 48" single rider inner tubes, fifteen 36" single rider inner tubes, and thirty-five double riders in the lazy river circulation. 8) Two lifejacket racks will be placed out on deck in front of the lockers. <ul style="list-style-type: none"> a. The rack that is in front of the north locker bank will be for pick up only. Patrons will come to this rack to pick up sanitized lifejackets. (Sign Y) b. The rack that is in front of the south locker bank will be for drop off only. Patrons will drop off used lifejackets to this rack. (Sign Z) c. When a lifejacket gets put on the drop off rack staff will clean it with a microfiber towel and Mark E II solution then put it back on pick up rack. (Exhibit P) 9) Lockers will be out of service through Phase 4 of the Indiana Back on Track Plan. (Exhibit A.2) 10) Sunscreen station will be replaced with hand sanitizing station. 		
Task: Pool Chemical Management	Authorized	Responsible
<ul style="list-style-type: none"> 1) Pools will be checked and tested every hour to ensure that all chemical levels are at the correct levels for sanitization of pool water. <ul style="list-style-type: none"> a. Free Chlorine will be checked every hour. In order to maintain proper sanitization free chlorine levels should be between 2.0ppm and 7.0ppm. (Exhibit M) b. pH levels will be checked every hour. In order to maintain proper sanitization pH levels should be between 7.2 and 7.8 to allow the chlorine to be effective. Any level over 7.8 will lower the chlorines effectiveness. (Exhibit M) c. Combined chlorine will be checked 3 times a day as mandated by the Johnson County Health Department. This will allows to see when shock is being called for to kill off bacteria and to keep pools clean. When the combined chlorine is at a 0.5ppm or higher the pools will need to be shocked. (Exhibit M) d. Alkalinity will be checked twice a day. Alkalinity should be between 80ppm and 120ppm. (Exhibit M) 		Aquatics Manager, Facility Staff

<ul style="list-style-type: none"> e. All chemical test results will be logged for proof that it was checked as mandated by the Indiana State Department of Health. (Exhibit M) 2) Pools will be backwashed regularly to maintain proper sanitization of the pool water. 		
Task: Lifeguard Office/Recovery Room	Authorized	Responsible
<ul style="list-style-type: none"> 1) Lifeguard office will be cleaned routinely by staff to keep floors and surfaces clean of debris. <ul style="list-style-type: none"> a. All surfaces will be wiped down and sanitized routinely by staff. b. Lifeguard bathroom will be cleaned routinely by staff. 2) Recovery room will be cleaned routinely by staff. <ul style="list-style-type: none"> a. If recovery bed is used by a patron or staff member it will be disinfected immediately after use. 3) When a patron is brought back into the recovery room by staff, all employees will need to pull up their masks. <ul style="list-style-type: none"> a. Staff bringing patron in will say “Masks up, patron coming through” to let other staff know to pull up their masks. 		Facility Staff
Task: Closing	Authorized	Responsible
<ul style="list-style-type: none"> 1) Every night supervisors will check the inventory of cleaning supplies and report inventory to the Concession/Admission Coordinator or the Aquatics Manager. The Concession/Admission Coordinator or the Aquatics Manager will then put in an order for 2 weeks of cleaning supplies. (Exhibit N) <ul style="list-style-type: none"> a. Orders for cleaning supplies will be placed on Mondays and Thursdays. 2) All chairs will be cleaned and disinfected every night after closing using the American Disinfectant, Inc. disinfectant misting system. <ul style="list-style-type: none"> a. Lounge chairs will be checked to make sure they are in their original positions, which are 6’ apart from each other and ready to go for the next day. b. Chairs that are put in the grass field to the south of the park will be cleaned with the American Disinfectant, Inc. disinfectant misting system and then stacked up on the pavement by Shelter #1. 3) All surfaces such as hand railings, tables, inner tubes, lifejackets, counters, and sneeze guards will be cleaned and disinfected. 4) All lifeguard tubes will be cleaned and sanitized every night with the American Disinfectant, Inc. disinfectant misting system. 		Aquatics Manager, Facility Staff
Task: Staff trainings	Authorized	Responsible
<ul style="list-style-type: none"> 1) All staff go through weekly trainings and in-services to practice all lifesaving skills that may need to be used in order to keep patrons and themselves safe. <ul style="list-style-type: none"> a. During trainings all employees will need to abide by social distancing regulations. b. During trainings all staff will be required to wear face masks and gloves to protect themselves while doing on land activities. 		Aquatics Manager, Facility Staff

<ul style="list-style-type: none"> c. When doing dryland activities mannequins will be used to simulate a real person. d. All equipment used will need to be wiped down and sanitized after every use. e. When lifeguards are practicing any skills in water they will be required to remove their face masks to prevent an accidental drowning. Lifeguards will need to keep the 6' distance from each other while practicing in water saves. f. We will follow Ellis and Associates procedures for lifeguard trainings. (Exhibit O) 		
Task: Emergency Response	Authorized	Responsible
<ul style="list-style-type: none"> 1) In case of a life-threatening emergency the South Access Gate will be used to let in emergency personnel. 2) In emergency situations staff perform crowd control to ensure that emergency personnel can get to patient promptly. This means that staff will push people away in the opposite direction of where the patient is located. 3) If there is an emergency that calls for an evacuation the North Access Gate, Main Admissions Gate, and the South Access Gate will be open for exit to allow patrons to safely and quickly exit the facility. 4) In the case of a weather related emergency, patrons will be asked to exit all pools for their safety. Patrons will then be directed to enter the bathrooms or go to their cars to protect themselves from inclement weather. 		Aquatics Manager, Facility Staff

4. Related Documents

Exhibit A.2	Back on Track Indiana Phase 4 Guidance
Exhibit J	Health Screening Form (Freedom Springs)
Exhibit K	Freedom Springs Flow Map
Exhibit L	Concessions Flow Map
Exhibit M	Indiana State Department of Health COVID-19 Response Recommendations for Pools and Aquatic Facilities
Exhibit N	Purchase Order Form for Cleaning Supplies
Exhibit O	Ellis and Associates Lifeguard Training Considerations
Exhibit P	Mark E II Safety Data Sheet
Sign C	CDC Hand Washing Procedures
Sign E	CDC Stop the Spread Guidelines
Sign R	Social Distancing Guidelines sign
Sign S	Season Pass Holders Entry sign
Sign T	Purchasing Season Passes Entry sign
Sign U	Freedom Springs Policies
Sign V	Family Restroom Policies sign
Sign W	Restrooms Social Distancing sign

Sign X	Lounge Chair Cleaning sign
Sign Y	Sanitized Life Jackets sign
Sign Z	Used Life Jackets sign

5. Resources

CDC Social Distancing Guidelines

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html>

CDC Considerations for Public Pools, Hot Tubs, Water Playgrounds during COVID-19

<https://www.cdc.gov/coronavirus/2019-ncov/community/parks-rec/aquatic-venues.html>

<h1>Sports and Recreation Programs</h1> 	Version:	COVID 1.0
	Effective	June 15, 2020
	Pages:	21 - 26
	Signature authorizer:	

1. Framework for developing Procedure SOPs

Step by step plan to begin Greenwood Parks and Recreation sponsored sports, fitness, and recreation programs in accordance with the five phases of the Indiana Back on Track Plan.

2. Objectives & Scope

To hold programming in a safe and responsible manner and institute safeguards to help provide a safe environment for the community during the COVID 19 pandemic.

3. Procedures

Program: Youth Soccer	Authorized	Responsible
GENERAL <ol style="list-style-type: none"> 1) Youth sports seasons will begin June 15 in accordance with the original orders in Phase 4 of the Indiana Back on Track Plan. (Exhibit A.1, Exhibit A.2, Exhibit A.4) 2) Participants and spectators will be limited to 250 total per facility through Phase 4 of the Indiana Back on Track Plan. (Exhibit A.2) 3) Participating families will be informed of these COVID-19 Response Standard Operating Procedures for Sports and Recreation Programs prior to the start of the season. This information is also posted on the department's website. 4) Coaches, volunteers and officials will be required to sign off that they have read and understand the COVID-19 Response Standard Operating Procedures for Sports and Recreation Programs relevant to Youth Soccer prior to the start of the season. 5) Signs will be posted at the fields to encourage the use of social distancing. (Sign A) 6) Players, spectators, coaches and officials who feel sick and/or have a temperature higher than 100.4 degrees should not attend practices or games. 		Recreation Coordinator

<p>7) Coaches and officials will be provided with hand sanitizing solutions. Coaches and officials will sanitize their hands after each quarter.</p> <p>8) Player use of face masks is voluntary. Mask designs should not be distracting.</p> <p><u>PRACTICES</u></p> <ol style="list-style-type: none"> 1) Children should sit with parents while not practicing. 2) Water bottles, towels, etc. should not be shared between players. 3) Coaches should make sure everyone follows social distancing guidelines during instructions. 4) Players may use their own ball during individual drills. 5) Players using a Greenwood Parks & Recreation ball will be strongly encourage to use only that ball for the entire practice during individual drills. Those balls will be sanitized with Mark E II sanitizing chemical before the next practice. (Exhibit P) 6) Players will be encouraged to play the ball down during team drills (avoid picking up with hands). 7) Spectators will be asked to social distance and signs encouraging this will be posted. (Sign A) 8) Coaches and parents will be encouraged to try to stop children from hanging on each other during practices. 9) Social distancing will be used during team pictures in accordance with photographer, ProTek, guidelines <ol style="list-style-type: none"> a) ProTek staff will wear masks and gloves on Picture Day (if required during that Phase of Indiana Back on Track Plan). b) There will only be one team at a time at the picture station (so team times will be spread out more). c) Players will be asked to hold their own ball, bat, etc. d) No cash change will be provided. Parents will need to bring payment sealed in an envelope, pay online or pay with a credit card. <p><u>GAMES</u></p> <ol style="list-style-type: none"> 1) Children should sit with parents while not in the game. 2) Players are encouraged to sanitize hands after each quarter. 3) Water bottles, towels, etc. should not be shared between players, coaches and/or officials. 4) There will be no team handshake following the game. The opposing team can be acknowledged by a wave while social distancing. 5) There will be no gathering for team refreshments following the game. 6) Throws-ins will not be used to restart play. A standing kick-in will be used instead. 		
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<ul style="list-style-type: none"> 7) The ball will be sanitized by the referee prior to the start of each quarter with Mark E II chemical spray. (Exhibit P) 8) Spectators will be asked to social distance and signs to encourage this will be posted. (Sign A) 9) Coaches and parents will be encouraged to try to stop children from hanging on each other during games. 		
Program: Tiny T-Ball	Authorized	Responsible
<u>GENERAL</u> <ul style="list-style-type: none"> 1) Youth sports seasons will begin June 15 in accordance with the original orders in Phase 4 of the Indiana Back on Track Plan. (Exhibit A.1, Exhibit A.2, Exhibit A.4) 2) Participants and spectators will be limited to 250 total per facility through Phase 4 of the Indiana Back on Track Plan. (Exhibit A.2) 3) Participating families will be informed of these COVID-19 Response Standard Operating Procedures for Sports and Recreation Programs prior to the start of the season. This information is also posted on the Greenwood Parks & Recreation Department's website. 4) Coaches, volunteers and officials will be required to sign off that they have read and understand the COVID-19 Response Standard Operating Procedures for Sports and Recreation Programs relevant to Tiny T-Ball prior to the start of the season. 5) Signs will be posted at the fields to encourage the use of social distancing. (Sign A) 6) Players, spectators, coaches and officials who feel sick and/or have a temperature higher than 100.4 degrees should not attend practices or games. 7) Coaches and officials will be provided with hand sanitizing solutions. 8) Player use of face masks is voluntary. Mask designs should not be distracting. <u>PRACTICES</u> <ul style="list-style-type: none"> 1) Children should sit with parents while not practicing. 2) Water bottles, towels, etc. should not be shared between players. 3) Diamond will be marked for positions to encourage social distancing while in the field. 4) Coaches should make sure everyone follows social distancing guidelines during instructions. 5) Social distancing will be used during team pictures in accordance with photographer, ProTek, guidelines <ul style="list-style-type: none"> a) ProTek staff will wear masks and gloves on Picture Day (if required during that Phase of Indiana Back on Track Plan). b) There will only be one team at a time at the picture station (so team times will be spread out more). 		Recreation Coordinator

<ul style="list-style-type: none"> c) Players will be asked to hold their own ball, bat, etc. d) No cash change will be provided. Parents will need to bring payment sealed in an envelope, pay online or pay with a credit card. 6) Players are encouraged to sanitize hands following each drill. 7) Social distancing will be used during drills. <p><u>GAMES</u></p> <ul style="list-style-type: none"> 1) Children should sit with their parents while not in the game. 2) Water bottles, towels, etc. should not be shared between players, coaches and/or officials. 3) Diamond will be marked for positions to encourage social distancing while in the field. 4) There will be no team handshake following the game. The opposing team can be acknowledged by a tip of the cap while social distancing. 5) There will be no gathering for team refreshments following the game. 6) Players are strongly encouraged to sanitize hands after each half inning. 7) Players are encouraged to use their own bat. If multiple players use the same bat, the coach will sanitize the bat between each use. 8) Signs will be posted at the fields to encourage the use of social distancing. (Sign A) 9) Coaches and parents will be encouraged to try to stop children from hanging on each other during game. 		
Program: Adult Softball	Authorized	Responsible
<ul style="list-style-type: none"> 1) Adult sports seasons will begin June 15 in accordance with the Phase 4 of the Indiana Back on Track Plan. (Exhibit A.2) 2) Participants and spectators will be limited to 250 total per facility through Phase 4 of the Indiana Back on Track Plan. (Exhibit A.2) 3) All players will be required to sign off that they have read and understand the COVID-19 Response Standard Operating Procedures for Sports and Recreation Programs relevant to Adult Softball prior to the start of the season. This information will be posted on the Greenwood Parks & Recreation Department's website. 4) Umpires and staff will be required to sign off they have read and understand the COVID-19 Response Standard Operating Procedures for Sports and Recreation Programs relevant to Adult Softball prior to the start of the season. 5) Signs will be posted at the diamonds to encourage the use of social distancing. (Sign A) 		Recreation Coordinator

6) Players, spectators, coaches and officials who feel sick and/or have a temperature higher than 100.4 degrees, should not attend games. 7) Use of face masks is voluntary. Mask material should not be distracting. 8) There will be no post game team handshake. 9) Players should use social distancing during post game prayer. 10) Each team will keep their own scorebook and verbally communicate the score to the umpire after each half inning (this avoids a book being passed back and forth between teams). When a league scorekeeper is used, lineups will be verbally communicated to the scorekeeper using social distancing. 11) High 5s are discouraged. 12) Players are encouraged not to share water bottles, towels, etc. 13) Umpires will be provided hand sanitizer to use between each half inning. 14) Players are strongly encouraged to use their own hand sanitizer between each half inning. 15) Players are encouraged not to gather on the bench but to social distance while their team is at bat. 16) Players are encouraged to use their own bat. If multiple players use the same bat, it should be sanitized between each use. 17) Spectators are strongly encouraged to use social distancing. (Sign A)		
Program: Fitness/Recreation Classes	Authorized	Responsible
1) Aerobics and Recreation classes may take place in the Community Center beginning with Phase 4 of the Indiana Back on Track Plan. (Exhibit A.2) 2) Participants of activities within the Greenwood Community Center must adhere to all COVID-19 Response Standard Operating Procedures for the Community Center. This includes the check-in procedure, occupancy levels, room usage procedures and social distancing guidelines. (Pages 7-11) In addition: 3) Instructors will be required to sign off that they have read and understand the COVID-19 Response Standard Operating Procedures for the Greenwood Community Center and Sports and Recreation Programs relevant to Fitness/Recreation Classes prior to the start of the session. These standard operating procedures will be posted on the Greenwood Parks & Recreation Department's website. 4) The instructor will set up the class so that social distancing guidelines can be maintained.		Recreation Coordinator

<p>5) The instructor will be responsible for sanitizing (before and after class) any equipment used. Mark E II sanitizing supplies will be provided to the instructor by Greenwood Parks & Recreation. (Exhibit P)</p> <p>6) Participants should not share water bottles, towels, etc.</p> <p>7) A No-Touch policy should be observed. Classes should be set up as solo activities without the need for a partner in close contact.</p> <p>8) Participants will go upstairs via the spiral staircase and exit via the gym stairs. (Exhibit Q)</p>		
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4. Related Documents

Exhibit A.1	Back on Track Indiana Phase 3 Guidance
Exhibit A.2	Back on Track Indiana Phase 4 Guidance
Exhibit A.4	Executive Order signed into law May 21, 2020
Exhibit P	Mark E II Safety Data Sheet
Exhibit Q	Fitness Classes Flow Map
Sign A	Be Prepared – General Parks Guidelines

Greenwood Summer Camp Program 	Version:	COVID 1.0
	Effective	June 15
	Pages:	27 - 31
	Signature authorizer:	

1. Framework for developing Procedure SOPs

- Guidance from local, state and federal officials
- Ability to assure health and safety of participants and staff
 - Staffing adequate for enrollment and current conditions
 - Material acquisition of PPE, cleaning supplies, and other necessary items
- Facilities are open and available for use
- Financial impact of ability to offer programs essential to the community and mitigate costs

2. Objectives & Scope

The goal of this plan is to provide guidance on how the department can offer a summer camp program with enhanced health and safety expectations due to COVID-19 pandemic.

General Operations - Occupancy	Authorized	Responsible
1) The summer camp program will be offered with a limited enrollment capacity of 100 campers. 2) Campers will be assigned to a pod of 20 campers, not to interact amongst other pods. 3) A staff-to-camper ratio of 1:10 will be established in each pod with the same staff on rotation at each respective location. 4) Once the state enters Phase 5 of the Back on Track plan, we will commingle pods in the morning at drop-off up to 20 campers and in the afternoon at pick-up when we have less than 20 remaining in camp for the day. 5) Staff, campers, and parents will be informed of these Covid-19 Response Standard Operation Procedures for 2020 Summer Camp.		Youth Programming and Activities Coordinator

Drop-off for Summer Camp	Authorized	Responsible
<ol style="list-style-type: none"> 1) Summer Camp will have curbside check-in procedures Curbside parent/guardian sign-in services will be implemented at the Community Center between 6:45am-8:45am to limit access to the building. Parents will be instructed not to exit their vehicle. Parents/guardians who intend to drop their child off at camp outside of these designated times will be asked to call ahead to the camp director or coordinators to make a check in appointment. (Exhibit R) 2) Campers will be greeted curbside each morning by a staff member who will ask the parent/guardian health screening questions about their camper. (Exhibit S) 3) The staff member will take each child's temporal temperature at arrival of camp. If the camper's temperature is above 100.4F, they will be sent home and will not be allowed to return until at least 72 hours have passed without symptoms and without the use of fever reducing medications. 4) If a temporal scan indicates temperature above 100.4F, parent/guardian will be asked to pull vehicle out of drop-off line and given option for staff to provide secondary temperature reading. If second reading registers over 100.4F, the camper will NOT be allowed to attend camp until they have been symptom free for at least 72 hours without the use of fever reducing medication. 5) If child with indicated temperature over 100.4F and has sibling(s) enrolled in camp, then sibling(s) will also not be permitted to attend for indicated time parameters listed above. 6) While checking camper temperatures, staff will be required to wear facemask. 7) Upon passing health screening, "Screened" sticker will be placed on back of camper's shirt. 8) Campers and staff will be instructed to wash hands or use hand sanitizer prior to entering any Greenwood Parks & Recreation facility, including upon arrival at camp. 9) Parents/guardians and other visitors are not permitted in summer camp facilities. This includes unauthorized Greenwood Parks & Recreation staff. 		Youth Programming and Activities Coordinator
Community Center On-Site before departure for camp	Authorized	Responsible
<ol style="list-style-type: none"> 1) Once child has been signed into camp they will be escorted by staff to their assigned pod location. Assigned pod locations will change daily and will include the gymnasium, Conference Room 1, Conference Room 3, Kid City downstairs (play features will be unavailable) and Kid City upstairs (play features will be unavailable) (Exhibit R) 2) While in the building, all camp staff will be required to wear masks through Phase 4 of the Indiana Back on Track Plan. (Exhibit A.2) 		Youth Programming and Activities Coordinator

<ul style="list-style-type: none"> 3) Inside pod location there will be a tote that contains activities that the children will be able access prior to leaving for their daily designated park location. Tote contents will be cleaned by staff prior to departure for the day using the anodizer. 4) While on-site, downstairs pod and staff will use downstairs Kid City restrooms to alleviate commingling with members of the community center. 5) While on-site, upstairs pod and staff will use upstairs restroom facility to alleviate commingling with members of the community center. 6) Drinking fountains will not be permitted for use at camp facilities with the exception of potential staff use to refill water bottles. Campers are encouraged to bring a labeled bottle for water to camp each day. <ul style="list-style-type: none"> a) Greenwood Parks & Recreation will keep a stock of bottled water for those campers that may forget their water bottle. 		
Morning and Afternoon Rotations	Authorized	Responsible
<ul style="list-style-type: none"> 1) 9:00am: Pods will leave for their daily designated area. <ul style="list-style-type: none"> a) Upon arrival and throughout the day the staff will spray the kids with sunscreen. We encourage parents to apply a layer of sunscreen to their child prior to arriving at summer camp. b) Each pod will visit and rotate to a different park location each day. The following locations will be used: Craig Shelter #1, City Center Park, Amphitheater, Craig Shelter #2 and the South basketball court inside the gymnasium. c) Social distancing measures will be taken when walking pods to their daily designated areas. d) Hand sanitizer and cleaning products will be available at each location. 		Youth Programming and Activities Coordinator
Snack/Lunch Protocol	Authorized	Responsible
<ul style="list-style-type: none"> 1) Greenwood Parks & Recreation will provide a morning/afternoon snack. 2) Greenwood Parks & Recreation will provide lunch and a special snack to campers on Fridays. 3) Children will need to bring their lunch and drink on Monday thru Thursday. 4) Each pod color will have their own cooler with ice where the children will place their lunch upon entering their location. Cooler will be available at drop-off. 5) Each color pod will have their own water cooler as well. Staff will press the button to release water while child holds cup or bottle. 6) During lunch/snack, campers will stay with their pod to eat. Each camper will be supervised with hand washing before they eat as well as after eating. Staff will also wash their hands with the campers. If at all possible, campers will eat their lunch/snack outside "picnic-style" to minimize need to clean tables and chairs. 		Youth Programming and Activities Coordinator

<ul style="list-style-type: none"> a) If tables and chairs are used for lunch/snack, then staff will clean and disinfect all surfaces before and after designated lunch/snack time. 7) Staff will wear gloves to assist campers with lunch/snack items. 8) Staff will provide hand sanitizer at park locations for children after using the restroom facilities. 		
Field Trips	Authorized	Responsible
<ul style="list-style-type: none"> 1) Greenwood Parks and Recreation will use Miller bus transportation to Freedom Springs once a week. 2) Summer camp will follow Freedom Springs' Standard Operating Procedures when visiting Freedom Springs. At drop-off on pool days, campers will be issued a wristband upon passing health screening. This will alleviate health screenings again at Freedom Springs. 3) Summer camp will follow operating procedures of other businesses when visiting off-site locations. 		Youth Programming and Activities Coordinator
Community Center On-Site once arrived back from camp location	Authorized	Responsible
<ul style="list-style-type: none"> 1) Pods will start heading back to the community center at 3pm. 2) Inside their pod location there will be a tote that contains activities that the children will be able access prior to leaving for the day. Tote and rooms will be cleaned by staff prior to departure for the day. 		Youth Programming and Activities Coordinator
Task: Pick-Up from Summer Camp	Authorized	Responsible
<ul style="list-style-type: none"> 1) Pick-up will be drive-up only. Parents will be instructed not to leave their vehicle. 2) Once child pickup list has been verified and child has been signed-out, staff will radio to the pod and the child will be escorted by staff to their vehicle. 3) Campers will sanitize their hands prior to departing in their vehicle. 		Youth Programming and Activities Coordinator
Cleaning Procedures	Authorized	Responsible
<ul style="list-style-type: none"> 1) Staff will engage in enhanced cleaning efforts during the camp day. 2) Supplies used by campers and staff during the day will be sanitized in the evening and ready for the next morning using Mark E II cleaning solution. (Exhibit P) 3) Staff will wear masks and gloves while performing cleaning procedures. <ul style="list-style-type: none"> a) Staff will routinely disinfect commonly used surfaces such as keyboards, desks, and remote controls and wipe them down before use. b) Recreation & Facilities staff will utilize fogging disinfectant as an additional layer of sanitizing rooms each evening at the conclusion of camp. 		Youth Programming and Activities Coordinator

<ul style="list-style-type: none"> c) All cleaning materials will be kept secure and out of reach of children. Cleaning products will not be used near children, and staff will ensure that there is adequate ventilation when using these products to prevent children from inhaling toxic fumes. d) Supplies that cannot be cleaned and sanitized will not be used. e) Supplies that children have placed in their mouths or that are otherwise contaminated by body secretions or excretions will be set aside until they are cleaned by hand by a person wearing gloves. Campers will not share supplies with other pods within the facility, unless they are washed and sanitized before being moved from one pod to the other. f) Campers and staff will set aside supplies that need to be cleaned. Supplies will be placed in a separate container marked for "soiled supplies." 		
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4. Exposure Protocol

If Greenwood Parks & Recreation becomes aware that a camp participant or staff member has tested positive for COVID-19 and has recently attended camp, the designated location for the related pod will be temporarily closed for cleaning and re-located for up to 72 hours.

- a. The families of all campers will be notified within 24 hours of Greenwood Parks & Recreation being notified of the COVID-19 exposure. An email and phone call will be made to all affected families which will detail the length of the pod relocation.
- b. Contact tracing will be conducted in coordination with either the Johnson County Health Department or ISDH contact tracing resources.

5. Related Documents

- Exhibit P** Mark E II Safety Data Sheet
- Exhibit R** Summer Camp Community Center Flow Map
- Exhibit S** Health Screening Form (Summer Camp)

6. Resources

American Camp Association

<https://www.acacamps.org/resource-library/coronavirus-information-camps>

Association of Camp Nursing

<https://campnurse.org/education-and-resources/covid-19-considerations-for-camp/>

Centers for Disease control and Prevention (CDC)

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html>

Indiana State Department of Health

https://www.coronavirus.in.gov/files/IN_COVID-19_ChildcarePrograms%2004.02.20.pdf

<h2 style="text-align: center;">Greenwood Special Events</h2>	Version:	COVID 1.0
	Effective	July 11th
	Pages:	32 - 33
	Signature authorizer:	

1. Framework for developing Procedure SOPs

- Guidance from local, state and federal officials
- Ability to assure health and safety of participants and staff
 - Staffing adequate for enrollment and current conditions
 - Material acquisition of PPE, cleaning supplies, and other necessary items
- Facilities are open and available for use
- Financial impact of ability to offer programs essential to the community and mitigate costs

2. Objectives & Scope

The goal of this plan is to provide guidance on how the department can offer special events with enhanced health and safety expectations due to COVID-19 pandemic.

3. Procedures:

Event – Summer Concert Series	Authorized	Responsible
<ol style="list-style-type: none"> 1) The summer concert series will be offered with a limited enrollment capacity of 1,215 patrons assigned to seating zones. (Sign AA) 2) Patrons will have to enter the venue through limited entry points. 'A' Frame signs will be at designated entry points. 3) Assigned seating in Zones will be first come first serve. The zones will be Red, Blue, Green and Purple. The following will be the capacity of each zone. Red – 250 patrons, Blue – 170, Green – 540, Purple – 255. Signs at entrances will indicate overall layout of zones. (Sign AA) 4) Patrons will select zone of their choice based on capacity availability. Once availability is confirmed they will be given a wristband of zone choice showing which area where they will be 		Youth Programming and Activities Coordinator

<p>sitting.</p> <ol style="list-style-type: none"> 5) Each color zone will be properly marked with H-stake signs within the amphitheater identifying the color zones. 6) Dance floor will be closed and marked with signage noting closure. 7) Six foot social distancing markers will be provided as needed for the following locations: cooler checks, bathrooms, handwashing stations, food vendors, beer/wine area 8) Cooler Check - Staff will visually look through coolers. We will have patrons move items around for staff to see contents inside. 9) Beer/Wine area - ID checkers will hand wristband to customer after ID has been checked and watch them place wristband on their wrist. 10) Beer and Wine vendors will keep vehicles on access road and setup in front of vehicles to allow more area to social distance when purchasing beer and wine. 11) Community Center bathrooms will be closed to concert attendees to limit commingling of Community Center and concert patrons. 12) Our concert guidelines will be posted weekly on social media prior to the show. We will encourage people to stay home if feeling sick. We will encourage following current state guidelines. We will ask each band to share Greenwood Parks and Recreation's social media posts the week of their show. 		
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Other events through Fall 2020	Authorized	Responsible
<ol style="list-style-type: none"> 1) Events will be held with social distancing guidelines in mind. 2) Events will be held in accordance with state guidelines for capacity restrictions. 		Youth Programming and Activities Coordinator

4. Related Documents

Sign AA Summer Concerts Layout/Seating Zones

<div> <div>Before/After School Program</div> <div>  </div> </div>	Version:	COVID 1.0
	Effective	Aug 6th
	Pages:	
	Signature authorizer:	

1. Framework for developing Procedure SOPs

- Guidance from local, state and federal officials
- Ability to assure health and safety of participants and staff
 - staffing adequate for enrollment and current conditions
 - Material acquisition of PPE, cleaning supplies, and other necessary items
- Facilities are open and available for use
- Financial impact of ability to offer programs essential to the community and mitigate costs

2. Objectives & Scope

The goal of this plan is to provide guidance on how the department can offer before and after school programs with enhanced health and safety expectations due to COVID-19 pandemic.

General Operations - Occupancy	Authorized	Responsible
1) The before school program (Latch Key) will be offered with a limited enrollment capacity of 30 children. 2) The after school program (Education Station) will be offered with a limited enrollment capacity of 50 children. 3) Before school participants will commingle amongst each other. 4) After school participants will be assigned to pods based on school, not to interact amongst other pods. Isom/Northeast and Southwest/Westwood will be paired together. 5) A staff-to-participant (child) ratio of 1:15 will be established for the before and after school programs. 6) Once the state enters Phase 5 of the Back on Track plan, we will commingle pods in the after school program. 7) Staff, participants and parents will be informed of these Covid-19 Response Standard Operation Procedures for before/after school programs.		Youth Programming and Activities Coordinator

Face Masks	Authorized	Responsible
1) Participants within the Before/After School Programs will be required to wear face masks while inside the community center and outside when social distancing cannot be maintained.		Youth Programming and Activities Coordinator
Drop-off for Before School Program (Latch Key)	Authorized	Responsible
1) Latch Key will have curbside check-in procedures. Curbside parent/guardian sign-in services will be implemented at the Community Center between 6:30am-8:00am to limit access to the building. Parents will be instructed not to exit their vehicle. 2) Participants will be greeted curbside each morning by a staff member who will ask the parent/guardian health screening questions about their participant. (Exhibit E) 3) The staff member will take each participants temporal temperature at arrival of before school program. If the participant's temperature is > 100.4F, they will be sent home and will not be allowed to return until they have met Greenwood Community School Corporation "Return to School After Exclusion" guidelines. (Exhibit X) 4) If a temporal scan indicates temperature above 100.4F, parent/guardian will be asked to pull vehicle out of drop-off line and given option for staff to provide secondary temperature reading. If second reading registers over 100.4F, the participant will NOT be allowed to attend before/after school program until they have met Greenwood Community School Corporation "Return to School After Exclusion" guidelines. (Exhibit X) 5) If participant with indicated temperature over 100.4F and has sibling(s) enrolled in the before/after school program, then sibling(s) will also not be permitted to attend for indicated time parameters listed above. 6) While checking participants temperatures, staff will be required to wear a face mask. 7) Upon passing health screening, participants and staff will be instructed to wash hands or use hand sanitizer prior to entering any Greenwood Parks & Recreation facility, including upon arrival of the before school program.		Youth Programming and Activities Coordinator
Community Center On-Site before departure for school	Authorized	Responsible
1) Once child has been signed into the before school program they will be escorted by staff to one of the following locations. Assigned locations will include the gymnasium or Kid City downstairs (play features will be unavailable). 2) The above locations will have totes that contains activities that the children will be able to access prior to leaving for school. Tote contents will be cleaned by staff daily at the end of the program.		Youth Programming and Activities Coordinator

<ul style="list-style-type: none"> 3) While on-site downstairs, before/after school staff and participants will use downstairs Kid City restrooms to alleviate commingling with members of the community center. 4) While on-site upstairs, before/after school and staff will use upstairs restroom facility to alleviate commingling with members of the community center. 5) Participants are encouraged to bring a labeled bottle for water to the program each day. <ul style="list-style-type: none"> a) Greenwood Parks & Recreation will keep a stock of bottled water for those participants that may forget their water bottle. 		
Community Center After School Arrival & On-Site Procedures	Authorized	Responsible
<ul style="list-style-type: none"> 1) Participants will start arriving to the community center from schools starting at 3pm. Isom arrives around at 3pm and SW,WW,NE arrive around 3:45pm 2) Inside their potential utilized afternoon locations there will be a tote that contains activities that the children will be able access prior to leaving for the day. Tote and rooms will be cleaned by staff prior to departure for the day 3) Participants will go outside behind the community center and utilize Craig Shelter #2 and play pockets when the weather is above 40 degrees. 4) While on-site downstairs, before/after school staff and participants will use downstairs Kid City restrooms to alleviate commingling with members of the community center. 5) While on-site upstairs, before/after school and staff will use upstairs restroom facility to alleviate commingling with members of the community center. 6) Participants are encouraged to bring a labeled bottle for water to the program each day. <ul style="list-style-type: none"> a) Greenwood Parks & Recreation will keep a stock of bottled water for those participants that may forget their water bottle. 		Youth Programming and Activities Coordinator
Snack Protocol – After School Program Only	Authorized	Responsible
<ul style="list-style-type: none"> 1) Greenwood Parks & Recreation will provide an afternoon snack to participants. 2) If tables and chairs are used for snack, then staff will clean and disinfect all surfaces after designated snack time. 3) Staff will wear gloves to assist participants with snack items. 		Youth Programming and Activities Coordinator
Pick-Up from After School Program (Education Station)	Authorized	Responsible
<ul style="list-style-type: none"> 1) Pick-up will be drive-up only. Parents will be instructed not to leave their vehicle. 2) Once child pickup list has been verified and participant has been signed-out, staff will radio to the pod and the participant will be escorted by staff to their vehicle. 3) Participant will sanitize their hands prior to departing in their vehicle. 		Youth Programming and Activities Coordinator

<p>4) If a child does not pass the afternoon screening process or would become ill, they will be immediately isolated in the community center's break room and will need to be immediately picked up by someone that is on their pickup list at the Greenwood Community Center. We will make arrangements to bring child outside for pickup. After the child has left the building, the break room will be immediately cleaned using Mark E II cleaning solution.</p> <p>5) If a behavioral problem occurs during after school hours they will need to be immediately picked up in a timely manner by someone that is on their pickup list at the Greenwood Community Center. We will make arrangements to bring child outside for pickup.</p>		
Cleaning Procedures	Authorized	Responsible
<p>1) Staff will engage in enhanced cleaning efforts when before and after school programming has concluded for the day.</p> <p>2) Supplies used by participants and staff during the program will be sanitized in the evening and ready for the next morning using Mark E II cleaning solution.</p> <p>3) Staff will wear masks and gloves while performing cleaning procedures.</p> <p>a) Staff will routinely disinfect commonly used surfaces such as keyboards, desks, and remote controls and wipe them down before use.</p> <p>b) Recreation & Facilities staff will utilize fogging disinfectant as an additional layer of sanitizing rooms each evening at the conclusion of programming.</p> <p>c) All cleaning materials will be kept secure and out of reach of children. Cleaning products will not be used near children, and staff will ensure that there is adequate ventilation when using these products to prevent children from inhaling toxic fumes.</p> <p>d) Supplies that cannot be cleaned and sanitized will not be used.</p> <p>e) Supplies that children have placed in their mouths or that are otherwise contaminated by body secretions or excretions will be set aside until they are cleaned by hand by a person wearing gloves. Participants will not share supplies with other pods within the facility, unless they are washed and sanitized before being moved from one pod to the other.</p> <p>f) Participants and staff will set aside supplies that need to be cleaned. Supplies will be placed in a separate container marked for "soiled supplies."</p>		Youth Programming and Activities Coordinator

4. Exposure Protocol

If Greenwood Parks & Recreation becomes aware that a before or after school participant or staff member has tested positive for COVID-19 and has recently visited or worked at the Greenwood Community Center:

- a. The families of all participants will be notified as soon as possible via email. Email and phone call to all affected families will detail any length of facility closure for cleaning. Facility closure may last anywhere between 1-5 scheduled programming days.
- b. Contact tracing will be conducted in coordination with either the Johnson County Health Department or ISDH contact tracing resources.

<div> <div>Community Center Programs</div> <div>  </div> </div>	Version:	COVID 1.0
	Effective	August 19, 2020
	Pages:	39 - 40
	Signature authorizer:	

1. Framework for developing Procedure SOPs

Step by Step plan to hold programs in The Greenwood Community Center during the 5 Phases of the Indiana Back on Track Guidelines

2. Objectives & Scope

To hold programs in the Community Center in a safe and clean manner to help protect Patrons and employees from COVID19

3. Procedures

Program: Open Gym Pickleball	Authorized	Responsible
<ol style="list-style-type: none"> 1) All general policies in Community Center COVID Operations SOP will be followed for entry into the facility, moving about the facility, and health screening. 2) Pickleball open gym will be offered Mondays and Wednesdays from 9am – 11:30am, Thursday nights from 5pm – 8pm, and Fridays from 10am – 11:30am. Times are subject to change based on operating hours of the center. 3) Pickleball patrons may either be Community Center members or purchase a pickleball day pass. 4) Pickleball will be limited to 50 players per open gym time. 5) Pickleball players shall not arrive prior to the start time of the pickleball open gym session, and will not be permitted to gather in the Community Center lobby. Social distancing will be encouraged at all times within the facility when not actively playing. 6) While Governor's state-wide mask mandate is in effect, and in the event any local mask mandates are in effect, pickleball patrons will be required to wear masks when entering the facility, and any time 		Community Center Staff

<p>while not actively playing pickleball.</p> <ol style="list-style-type: none"> 7) Players shall enter the courts via the door closest to the Kid City restrooms. This door will remain propped open during pickleball Open Gym hours to provide for contactless entry. 8) Players shall only use restrooms in Kid City so as not to commingle with other patrons within the facility. 9) A table with sanitizer will be located outside of court entry doors. All water bottles shall be placed on this table and not taken into the courts. 10) Chairs for pickleball patrons not actively engaged in playing, will be spaced 6 feet apart. 11) Pickleball patrons shall exit the facility through the northeast gym doors, then through the north exit doors by the locker rooms. 12) Pickleballs will be disinfected nightly on Pickleball Open Gym days. 13) No Open Gym Pickleball will be offered on Thursday, September 3 or Friday, September 4. 		
Program: Open Gym Volleyball		
<ol style="list-style-type: none"> 1) All general policies in Community Center COVID Operations SOP will be followed for entry into the facility, moving about the facility, and health screening. 2) Volleyball open gym will be offered Tuesday nights from 5pm – 8pm. Times are subject to change based on operating hours of the center. 3) Volleyball open gym patrons may either be Community Center members or purchase a volleyball day pass. 4) Open gym volleyball will be limited to 50 players per open gym time. 5) Volleyball players shall not arrive prior to the start time of the volleyball open gym session, and will not be permitted to gather in the Community Center lobby. Social distancing will be encouraged at all times within the facility when not actively playing. 6) While Governor’s state-wide mask mandate is in effect, and in the event any local mask mandates are in effect, volleyball patrons will be required to wear masks when entering the facility, and any time while not actively playing volleyball. 7) Players shall enter the courts via the door closest to the Kid City restrooms. This door will remain propped open during volleyball Open Gym hours to provide for contactless entry. 8) Players shall only use restrooms in Kid City so as not to commingle with other patrons within the facility. 9) A table with sanitizer will be located outside of court entry doors. All water bottles shall be placed on this table and not taken into the courts. 10) Volleyball patrons shall exit the facility through the northeast gym doors, then through the north exit doors by the locker rooms. 11) Volleyballs will be disinfected nightly on Volleyball Open Gym days. 		

COVID-19 Exposure Action Plan

Employees:

Employees will be screened for symptoms upon entry into the facility until no longer deemed necessary. Employees who have symptoms when they arrive at work or become sick during the day will be immediately separated from other employees and patrons and sent home. Employees who develop symptoms outside of work should notify their supervisor and stay home.

Employees diagnosed with COVID-19 should not return to work until they have met the CDC criteria provided in the exhibit, [“Discontinuation of Isolation for Persons with COVID-19 Not in Healthcare Settings”](#) to discontinue home isolation and have consulted with a healthcare provider and state or local health department. (Exhibit T)

In most cases, the facility will not be required to be shut down, however you should:

- Close off any areas used for prolonged periods of time by the sick person
 - Wait 24 hours before cleaning and disinfecting to minimize potential for other employees to be exposed.
 - Follow CDC cleaning and disinfection recommendations (Exhibit U)
- In addition to cleaning and disinfecting, supervisors should determine which employees may have been exposed to the virus and need to take additional precautions:
 - Consider the [“Public Health Recommendations for Community-Related Exposure”](#) as prescribed by the CDC. (Exhibit V)

If it is determined several days after an employee worked that they were diagnosed with COVID-19:

- If it has been less than 7 days since the sick employee used the facility, clean and disinfect all area used by the sick employee following the CDC cleaning and disinfection recommendations outlined in the attached [“Cleaning and Disinfecting Your Facility”](#) document. (Exhibit W)
- If it has been 7 days or more since the sick employee used the facility, additional cleaning and disinfection is not necessary. Continue routine cleaning.
- Consider guidance in [“Public Health Recommendations for Community-Related Exposure”](#) document for employees who may have come in contact with the infected employee. (Exhibit V)

Patrons:

Patrons will be screened for symptoms upon entry into the facility through Phase 4 of Indiana’s Back on Track Plan. If symptoms exist, the patron will be asked to immediately leave the facility.

Cleaning and disinfection procedures above will also apply in cases when a patron with known COVID-19 has been present in the facility.

Exhibits

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Exhibit A.2	Back on Track Indiana Phase 4 Guidance
Exhibit A.3	Back on Track Indiana Phase 5 Guidance
Exhibit A.4	Executive Order signed into law May 21, 2020
Exhibit A.5	Back on Track Indiana Suggested Guidelines for Gyms, Fitness Centers and Similar Facilities
Exhibit B	CDC Guidance – Cleaning & Disinfecting Your Facility
Exhibit C	SaniDate® All Purpose Disinfectant Safety Data Sheet
Exhibit D	Greenwood Parks & Recreation Community Center Guidelines
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Exhibit F	Greenwood Community Center Flow Map
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Exhibit H	NCL Earth Sense Multi-Surface Cleaner with H2O2 Super Concentrate Safety Data Sheet
Exhibit I	Wipes.com Disinfecting Wipes Safety Data Sheet
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Exhibit J	Health Screening Form (Freedom Springs)
Exhibit K	Freedom Springs Flow Map
Exhibit L	Concessions Flow Map
Exhibit M	Indiana State Department of Health COVID-19 Response Recommendations for Pools and Aquatic Facilities
Exhibit N	Purchase Order Form for Cleaning Supplies
Exhibit O	Ellis and Associates Lifeguard Training Considerations
Exhibit P	Mark E II Safety Data Sheet
Exhibit Q	Fitness Classes Flow Map
Exhibit R	Summer Camp Community Center Flow Map
Exhibit S	Health Screening Form (Summer Camp)
Exhibit T	CDC Guidance – Discontinuation of Isolation for Persons with COVID-19 Not in Healthcare Settings
Exhibit U	CDC Guidance – Cleaning and Disinfection for Community Facilities
Exhibit V	CDC Guidance – Public Health Recommendations for Community-Related Exposure
Exhibit W	CDC Guidance – Cleaning and Disinfecting Your Facility
Exhibit X	Greenwood Community School Corporation Social Distancing Roadmap

Signs

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Sign B	Be Prepared – Hand Washing and Sanitizing Supplies
Sign C	CDC Hand Washing Procedures
Sign D	Greenwood Community Center Sign Plan
Sign E	CDC Stop the Spread Guidelines
Sign F	Greenwood Community Center Entry Directional sign
Sign G	Keep Door Open at All Times sign
Sign H	Occupancy Limits sign
Sign I	Greenwood Community Center Front Entry Social Distancing Guidelines
Sign J	Used Pens sign
Sign K	Greenwood Community Center Locker Rooms and Showers Closed sign
Sign L	Restroom Lobby Door sign
Sign M	Restroom Waiting Locations sign
Sign N	Gym Restroom Directional sign
Sign O	Bottle Fill Only sign
Sign P	Court Rules
Sign Q	Kid City Closure sign
Sign R	Freedom Springs Social Distancing Guidelines sign
Sign S	Season Pass Holders Entry sign
Sign T	Purchasing Season Passes Entry sign
Sign U	Freedom Springs Policies
Sign V	Family Restroom Policies sign
Sign W	Restrooms Social Distancing sign
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Sign Y	Sanitized Life Jackets sign
Sign Z	Used Life Jackets sign
Sign AA	Summer Concerts Layout/Seating Zones