



# PROGRAM GUIDELINES

RECOMMENDATIONS & GUIDELINES DESIGNED TO AVOID THE SPREAD OF COVID-19

These summary guidelines have been created using information from the Center for Disease Control (CDC), the State of California, and the County of Orange. They are subject to change as guidance evolves.

**GENERAL MODIFICATIONS & EXPECTATIONS:** In an effort to establish a safe environment, the following practices will be adopted. These guidelines will be encouraged through routine program audits conducted by City staff.

**Cleaning practices:** Instructors will be expected to clean and sanitize equipment and surfaces as needed during their program.

**Hygiene:** Instructors are expected to maintain and issue routine reminders to encourage good hygiene practices, including but not limited to:

- Please wear a mask indoors if you are not vaccinated. Members of the public are being asked to self-certify whether or not they are vaccinated. Staff are going to assume if you are not wearing a mask, then you are fully vaccinated.
- No-contact greetings
- Clean hands before and after eating, after coughing or sneezing, and before and after restroom use.
- Bathroom trips should be staggered to reduce congregating in an enclosed space.
- Avoid touching your face and cover your coughs and sneezes with a tissue or shield with your elbow.
- Maximize ventilation (when indoors)

**No-contact check-in** procedures should be maintained, including contactless greetings.

**Personal belongings:** Encourage participants to pre-label all personal items. Instructors and participants are recommended to bring a backpack containing personal sunscreen, a mask, hand sanitizer, pre-filled reusable water bottle, and a lunch/snack.

**Social distancing:** Please distance when possible, especially indoors. Cohorts and small groups are no longer required.

**Cancellation:** *In the event a staff or participant tests positive for COVID-19, programs should be prepared to cancel in compliance with County of Orange Health Orders for quarantine.*