



[Organization Name] Extracurricular Activity Plan

If you operate, coach or have supervision of a K-12 extracurricular group or organization, or operate a facility that holds K-12 extracurricular youth activities, you are required by the Lincoln-Lancaster County Health Department (LLCHD) Directed Health Measure 2020-14 to submit an Extracurricular Activity Plan.

Please use this document to guide the development of your Extracurricular Activity Plan. Please think critically through the activities as you create your Plan. This document is directed at youth organizations, teams, studios, and facilities, and not every item may apply to your Plan - if a topic does not apply to you, simply indicate "N/A". Attached is a sample plan provided by a local dance company that you may adapt or use to develop your Plan. The [CDC Considerations for Youth Sports](#) material is also attached and is a great resource for sports organizations and facilities to utilize as you create your plan.

- 1) Activity and/or Facility Description: Please provide a short description of your organization and extracurricular activity. If you operate a facility, please describe it and if other organizations utilize your facility and in what capacity.
- 2) Describe the activity-specific plans to reduce the risk of spread of COVID-19 during practices or activities.
 - a. What are your illness monitoring and exclusion plans?
 - b. How will you ensure that masks will be used? What are the specific exceptions, if any?
 - c. How will physical distancing be achieved? What are the specific exceptions, if any?
 - d. What are the cleaning and disinfection plans?
- 3) Describe the activity specific plans to reduce the potential for spread of COVID-19 at tournaments, meets, competitions, recitals, productions, etc.
 - a. What are the illness monitoring and exclusion plans?
 - b. How will you ensure that masks will be used? What are the specific exceptions, if any?
 - c. How will physical distancing be achieved? What the specific exceptions, if any?
 - d. What are the cleaning and disinfection plans?
- 4) Describe your strategies for communicating COVID-19 related processes and procedures to participants/players, parents, coaches/staff, refs/judges or other collaborating parties (e.g. written, verbal, commitment/consent forms, public address reminders, recorded messaging, texts, emails, social media, signage, etc.).
- 5) Describe your strategies for ensuring masking and distancing compliance during activities, practices competitions, recitals, or productions (e.g. progressive warning, stoppage of activity or play, removal).
- 6) Describe your plans for managing seating areas for spectators in order to comply with current DHM requirements. If there will be spectators, please provide a diagram with your plan.
- 7) Describe attendance record keeping procedures for activities, practices or competitions.
- 8) Describe your notification process when a participant or staff has exposed others to COVID-19. If you have two or more participants with COVID-19, you are required to notify the Lincoln-Lancaster County Health Department at 402-441-8053.
- 9) Describe how you will reduce the density of your facility for activities, practices or competition (e.g. staggering schedules, reducing roster size, restricting parental viewing, limiting entrance for competitions to staff, providing live stream viewing options).

10) Person in charge of [Organization Name] Extracurricular Activity Plan compliance:

Name:

Phone:

Email:

If you have questions, please contact Ben Davy at 402-441-8024 or email bdavy@lincoln.ne.gov. Plans may be submitted to bdavy@lincoln.ne.gov.

Dance Studio

Extracurricular Activity Plan

This document serves to outline the precautions a dance studio has implemented to ensure the safest possible environment for dancers and staff. Safety measures are based on the Lincoln-Lancaster County Health Department Risk Dial.

I. Program/Facility Description

Please provide a short description of your organization and extracurricular activity. If you operate a facility, please describe your facility and if other organizations utilize your facility and in what capacity.

- We operate a dance studio as a school of dance providing instruction for students ages 3 to adult. We offer instruction in ballet, pointe, tap, jazz, musical theatre, modern, acrobatics, hip hop, and lyrical. No other organizations use our facility.

2. Describe the activity-specific plans to reduce the risk of spread of COVID-19 during practices or activities.

a. What are your illness monitoring and exclusion plans? b. How will you ensure that masks will be used? What are the specific exceptions, if any? c. How will physical distancing be achieved? What are the specific exceptions, if any? d. What are the cleaning and disinfection plans?

- **Temperature/Illness Check:** All who enter will be temperature checked. Anyone with any COVID-like signs/symptoms of illness (including cold and allergies) or a temperature over 100 degrees Fahrenheit will not be permitted inside the studio. These symptoms include: fever, new cough, new loss of taste or smell, shortness of breath/difficulty breathing, nausea, chills, congestion/running nose, soreness of throat, headache diarrhea, nausea, or vomiting, muscle pain.
- **Exclusion:** Students who have tested positive for COVID-19, show any symptoms of illness, have someone in their household who has tested positive for COVID-19, or who are exposed to COVID-19 are not allowed to participate in person until they meet the CDC criteria to leave isolation and will be required to participate virtually in classes and rehearsals via Zoom. We follow CDC guidelines for when students may rejoin and carefully track this and communicate these expectations with parents.
- **Mask mandate:** All students, parents, and staff will wear masks at ALL times while entering, leaving, or while in the building. Anyone not complying with this rule will not be allowed on premises. There are no exceptions to this except infants, which are only allowed inside during drop off/pick up and must be in a carrier at all times.
 - Staff are also encouraged to additionally wear face shields or goggles.
- **6-foot social distancing at all times on the premises:** There are no exceptions to this while in red. Anyone not complying with this rule will not be allowed on premises.
 - **Distance Markers:** All studio rooms have well marked spaces that will allow for six feet or more of distance between students and staff at all times. Spaces are also marked for student bags.
 - Markers have been set where students can distance at a minimum of six feet apart while waiting to enter the building. This will form a queue for students entering the building

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- **Cleaning and Disinfection Plans**
 - **Air Purification:** HEPA air filtration will be on at all times in the lobby and in the classrooms
 - **No Dressing Rooms.** Dressing Rooms will be closed while the LLCHD Risk Dial is in orange or red. Therefore, students must come dressed for dance.
 - **Sanitizing Station:** Hand sanitizer is available to all who walk in the front door.
 - **Floors/seating:** Vacuumed and disinfected with Lysol daily.
 - **Additional cleaning:** Windows, molding, and contact surfaces disinfected daily. Door handles and barres are disinfected between each class. Floors will be dust mopped and disinfectant will be sprayed in each classroom between each class.
 - **Bathrooms:** After each usage, bathrooms will be disinfected with an EPA approved disinfectant.
- **Restricted Movements:** While in red, no partnering, across the floor combinations, or any other movement that won't allow six-foot distancing will be permitted.
- **No shared object usage:** Students/staff are not allowed to share any equipment while in red. This includes stability balls, bands, and mats.

3. Plans to Reduce the Potential for Spread of COVID-19

a. What are your illness monitoring and exclusion plans? b. How will you ensure that masks will be used? What are the specific exceptions, if any? c. How will physical distancing be achieved? What are the specific exceptions, if any? d. What are the cleaning and disinfection plans?

- Only a small portion of our students participate in competitions. If competitions are deemed unsafe, students will compete virtually by pre-recording and submitting videos of their dances and taking classes via Zoom.
- Illness monitoring and exclusion will be identical to classes (see above)
- Masks will be worn at all times except when performing solo competition dances on the stage, since there is only one dancer. The students will wear their masks in the wings and put their masks back on after exiting the stage. Students will wear masks for any group dances with 2 or more dancers while performing.
- Students will be required to maintain physical distancing at competitions when in the dressing rooms and when preparing to perform.
- Cleaning and disinfection plans are determined by the competition venue.

4. Communication Strategies

Describe your strategies for communicating COVID-19 related processes and procedures to coaches, players, parents, refs/judges or other collaborating parties (e.g. written, verbal, commitment/consent forms, PA reminders, texts, emails, social media, signage).

- **General Info:** All parents and student have access to our COVID-19 procedures via their studio account. Parents were required to sign a consent form acknowledging their understanding of the procedures before their child was allowed to participate.
- Change in operational procedures are sent out via email, put up on social media, and posted on our website.
- **Return:** Dance Studio follows CDC guidelines for those returning from COVID-19 illness and works with each person infected or exposed to know time of return.

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5. Compliance Strategies

Describe your strategies for ensuring masking or distancing compliance at practices and competitions (e.g. progressive warning, stoppage of play, removal).

- Students who do not comply with the mask or physical distancing rules will be asked to participate virtually. They will be provided with a single verbal warning and then switched to virtual participation.

6. Seating Area Plans

Describe your plans for managing seating areas for spectators. Provide a diagram of the facility with dimensions of the seating area and how 25% capacity is determined.

- There are no spectators allowed in the studio.

7. Attendance

Describe attendance record keeping procedures for practices and competitions.

- In each class and at each rehearsal, attendance is taken in a binder. These records will be kept for the entirety of the year.
- When our small group of competition students attend competitions, the competition director will have a list of which students are participating.

8. COVID-19 Exposure Notification Process

Describe your notification process when a player, coach or staff has exposed others to COVID-19.

- If a student/teacher has tested positive for COVID-19, we will contact the Lincoln-Lancaster County Health Department and all families and teachers for that class will be notified of potential COVID-19 exposure. They will be asked to monitor for symptoms, as 6-foot distance will have been maintained at all times and all students and teachers will have worn masks.

9. Density Reduction

Describe strategies to reduce the density of your facility for practices and competition (e.g. staggered scheduling, reduced roster size, prohibiting parental viewing of practices, limiting entrance for competitions to staff, live stream viewing options).

- **Live video (Zoom) and pre-recorded video content available for all classes:** While in red, students are highly encouraged to participate from home. This reduces classes sizes for those who come into the studio to participate in person.
- **Capacity Reductions:** Dance Studio started the year with reduced class sizes in the event of this. However, should capacity reductions be required by the DHM, we would go on a rotational schedule, notifying families and students via website, Facebook group, and email.
- **Pickup/drop off only:** Only parents of students ages 3 to 5 are allowed in the building and must immediately pick up/drop off students and then leave the building. Baring this exception, the only dancers, teachers, and staff are allowed inside the building. The parents of other students (ages 6 and above) drop off and pick up their children outside the building in a safe and controlled manner.
- Separate entrance and exit doors will be used.

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CDC Considerations for Youth Sports

Assessing Risk

The way sports are played, and the way equipment is shared can influence the spread of COVID-19 among players. When you are assessing the risk of spread in your sport, consider:

- **Physical closeness of players, and the length of time that players are close to each other or to staff.** Sports that require frequent closeness between players may make it more difficult to maintain social distancing, compared to sports where players are not close to each other. For close-contact sports (e.g., wrestling, basketball), play may be modified to safely increase distance between players.
 - For example, players and coaches can:
 - focus on individual skill building versus competition;
 - limit the time players spend close to others by playing full contact only in game-time situations;
 - decrease the number of competitions during a season.

Coaches can also modify practices so players work on individual skills, rather than on competition. Coaches may also put players into small groups (cohorts) that remain together and work through stations, rather than switching groups or mixing groups.

- **Amount of necessary touching of shared equipment and gear (e.g., protective gear, balls, bats, racquets, mats, or water bottles).** It is also possible that a person can get COVID-19 by touching a surface or object that has the virus on it, and then touching their own mouth, nose, or eyes. Minimize equipment sharing, and clean and disinfect shared equipment between use by different people to reduce the risk of COVID-19 spread.
- **Ability to engage in social distancing while not actively engaged in play (e.g., during practice, on the sideline, or in the dugout).** During times when players are not actively participating in practice or competition, attention should be given to maintaining [social distancing](#) by increasing space between players on the sideline, dugout, or bench. Additionally, coaches can encourage athletes to use downtime for individual skill-building work or cardiovascular conditioning, rather than staying clustered together.
- **Age of the player.** Older youth might be better able to follow directions for social distancing and take other protective actions like not sharing water bottles. If feasible, a coach, parent, or other caregiver can assist with making sure that athletes maintain proper social distancing. For younger athletes, youth sports programs may ask parents or other household members to monitor their children and make sure that they follow social distancing and take other protective actions (e.g., younger children could sit with parents or caregivers, instead of in a dugout or group area).
- **Players at higher risk of developing serious disease.** Parents and coaches should assess level of risk based on individual players on the team who may be at [higher risk for severe illness](#), such as children who may have asthma, diabetes, or other health problems.
- **Size of the team.** Sports with a large number of players on a team may increase the likelihood of spread, compared to sports with fewer team members. Consider decreasing team sizes, as feasible.
- **Nonessential visitors, spectators, volunteers.** Limit any nonessential visitors, spectators, volunteers, and activities involving external groups or organizations.

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- **Travel outside of the local community.** [Traveling](#) outside of the local community may increase the chances of exposing players, coaches, and fans to COVID-19, or unknowingly spreading it to others. This is the case particularly if a team from an area with high levels of COVID-19 competes with a team from an area with low levels of the virus. Youth sports teams should consider competing only against teams in their local area (e.g., neighborhood, town, or community).

Maintaining Healthy Operations

Youth sports organizations may consider implementing several strategies to maintain healthy operations.

- **Protections for Staff and Players at Higher Risk for Severe Illness from COVID-19**
 - Offer options for individuals at [higher risk of severe illness from COVID-19](#) that limit exposure risk (such as virtual coaching and in-home drills).
 - Limit youth sports participation to staff and youth who live in the local geographic area (e.g., community, city, town, or county) to reduce risk of spread from areas with higher levels of COVID-19.
- **Regulatory Awareness**
 - Be aware of state or local regulatory agency policies related to group gatherings to determine if events can be held.
- **Identifying Small Groups and Keeping them Together (Cohorting)**
 - Keep players together in small groups with dedicated coaches or staff, and make sure that each group of players and coach avoid mixing with other groups as much as possible. Teams might consider having the same group of players stay with the same coach or having the same group of players rotate among coaches.
 - Consider staging within-team scrimmages instead of playing games with other teams to minimize exposure among players and teams.
- **Staggered Scheduling**
 - Stagger arrival and drop-off times or locations by cohort (group) or put in place other protocols to limit contact between groups and with guardians as much as possible. One example is increasing the amount of time between practices and competitions to allow for one group to depart before another group enters the facility. This also allows for more time to clean the facility between uses.
 - When possible, use flexible worksites (e.g., telework) and flexible work hours (e.g., staggered shifts) to help establish policies and practices for social distancing (maintaining a distance of approximately 6 feet) between employees and others, especially if social distancing is recommended by state and local health authorities.
- **Gatherings, Spectators, and Travel**
 - Avoid group events, such as games, competitions, or social gatherings, where spacing of at least 6 feet between people cannot be maintained.
 - Limit any nonessential visitors, spectators, volunteers, and activities involving external groups or organizations as much as possible – especially with individuals not from the local geographic area (e.g., community, town, city, or county).
 - Avoid activities and events such as off-site competitions or excursions (e.g., watching a professional team compete).
- **Designated COVID-19 Point of Contact**

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- Designate a youth sports program staff person to be responsible for responding to COVID-19 concerns. All coaches, staff, officials, and families should know who this person is and how to contact them.
- **Communication Systems**
 - Put systems in place for:
 - Consistent with applicable law and privacy policies, having coaches, staff, umpires/officials, and families of players (as feasible) self-report to the youth sports organization if they have [symptoms](#) of COVID-19, a positive test for COVID-19, or were exposed to someone with COVID-19 within the last 14 days in accordance with [health information sharing regulations for COVID-19external icon](#) (e.g. see “Notify Health Officials and Close Contacts” in the **Preparing for When Someone Gets Sick** section below), and other applicable laws and regulations.
 - Notifying staff, officials, families, and the public of youth sports facility closures and restrictions in place to limit COVID-19 exposure (e.g., limited hours of operation).
- **Leave (Time Off) Policies**
 - Implement flexible sick leave policies and practices for coaches, officials, and staff that enable employees to stay home when they are sick, have been exposed, or [caring for someone who is sick](#).
 - Examine and revise policies for leave, telework, and employee compensation.
 - Leave policies should be flexible and not be punitive to people for taking time off and should allow sick employees to stay home and away from co-workers. Leave policies should also account for employees who need to stay home with their children if there are school or childcare closures, or to care for sick family members.
 - Develop policies for return-to-play after COVID-19 illness. CDC’s criteria to [discontinue home isolation and quarantine](#) can inform these policies.
- **Back-up Staffing Plan**
 - Monitor absenteeism of coaches and officials, cross-train staff, and create a roster of trained back-up personnel.
- **Coach and Staff Training**
 - Train coaches, officials, and staff on all safety protocols.
 - Conduct training virtually, or ensure that [social distancing](#) is maintained during training.
- **Recognize Signs and Symptoms**
 - If feasible, conduct daily health checks (e.g., [symptom checking](#)) of coaches, officials, staff, and players safely and respectfully, and in accordance with any applicable privacy and confidentiality laws and regulations.
 - Youth sports program administrators may use examples of screening methods found in CDC’s supplemental [Guidance for Child Care Programs that Remain Open](#) as a guide for screening children, and CDC’s [General Business FAQs](#) for screening staff.
- **Sharing Facilities**
 - Encourage any organizations that share or use the youth sports facilities to also follow these considerations.
- **Support Coping and Resilience**
 - Encourage employees to take breaks from watching, reading, or listening to news stories, including social media if they are feeling overwhelmed or distressed.
 - Promote healthy eating, exercising, getting sleep, and finding time to unwind.
 - Encourage employees to talk with people they trust about their concerns and how they are feeling.

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- Consider posting signs for the national distress hotline: 1-800-985-5990, or text TalkWithUs to 66746

Preparing for When Someone Gets Sick

Youth sports organizations may consider implementing several strategies to prepare for when someone gets sick.

- **Advise Sick Individuals of Home Isolation Criteria**
 - Sick coaches, staff members, umpires/officials, or players should not return until they have met CDC's [criteria to discontinue home isolation](#).
- **Isolate and Transport Those Who are Sick**
 - Make sure that coaches, staff, officials, players, and families know that sick individuals should not attend the youth sports activity, and that they should notify youth sports officials (e.g., the COVID-19 point of contact) if they (staff) or their child (families) become sick with COVID-19 [symptoms](#), test positive for COVID-19, or have been [exposed](#) to someone with COVID-19 symptoms or a confirmed or suspected case.
 - Immediately separate coaches, staff, officials, and players with COVID-19 [symptoms](#) (i.e., fever, cough, shortness of breath) at any youth sports activity. Individuals who are sick should go home or to a healthcare facility, depending on how severe their symptoms are, and follow [CDC guidance for caring for oneself and others](#) who are sick. Individuals who have had [close contact](#) with a person who has [symptoms](#) should be separated and sent home as well, and follow [CDC guidance for community-related exposure](#) (see “Notify Health Officials and Close Contacts” below). If symptoms develop, individuals and families should follow [CDC guidance for caring for oneself and others](#) who are sick.
 - Establish procedures for safely transporting anyone who is sick to their home or to a healthcare facility. If you are calling an ambulance or bringing someone to the hospital, try to call first to alert them that the person may have COVID-19.
- **Clean and Disinfect**
 - Close off areas used by a sick person and do not use these areas until after [cleaning and disinfecting](#) them (for outdoor areas, this includes surfaces or shared objects in the area, if applicable).
 - Wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, wait as long as possible. Ensure [safe and correct use](#) and storage of [cleaning external icon](#) and disinfection products, including storing them securely away from children.
- **Notify Health Officials and Close Contacts**
 - In accordance with state and local privacy and confidentiality laws and regulations, youth sports organizations should notify [local health officials](#), youth sports program staff, umpires/officials, and families immediately of any case of COVID-19 while maintaining confidentiality in accordance with the [Americans with Disabilities Act \(ADA\)external icon](#) and other applicable laws and regulations.
 - Work with [local health officials](#) to develop a reporting system (e.g., letter) youth sports organizations can use to notify health officials and close contacts of cases of COVID-19.
 - Advise those who have had [close contact](#) with a person diagnosed with COVID-19 to stay home and [self-monitor for symptoms](#), and to follow [CDC guidance](#) if symptoms develop.

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

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