

Community Center of the Lehigh Valley

702 N. 22nd St., Allentown, PA

www.lvjcc.org

Covid-19 Health & Safety Plan

Last updated: December 13, 2021

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Introduction

This document is intended for the employees, members and program participants of the JCC of the Lehigh Valley (“JCC”) in response to the Covid-19 pandemic. This plan may be updated from time to time and any changes from the previous version will be noted in the section below. Changes or additions to these policies and procedures may be made at any time by the JCC’s executive staff or board of directors.

These policies are mandatory for all members, guests, participants, employers and visitors to the JCC grounds and facility. **Failure to comply with these policies may result in disciplinary action up to and including termination of membership and services without refund.**

Communication

The primary form of communication will be e-mail. Additional communications will also be sent via the Brightwheel app (for early childhood families), social media (Facebook), and the JCC’s website (www.lvjcc.org).

In the event of an urgent communication need, such as a notification of an individual’s potential exposure to Covid-19, we will also attempt to make contact via telephone. We encourage you to update your e-mail and telephone contact information with us if it has changed or if you are not currently receiving communications from us.

Screening

All individuals must enter through the front doors (22nd St.) or the early childhood back door (Washington St., only ECE parents). Signage will be displayed listing the conditions under which individuals may not enter the building. All individuals are expected to self-screen prior to entering the facility, and the JCC reserves the right to conduct a screening, including a temperature check, at its discretion. Specifically, entry to our building is denied if an individual:

- Had any of the common symptoms of Covid-19, including a temperature greater than or equal to 100.4° Fahrenheit.
- Has been in close contact with anyone that has a confirmed or probable Covid-19 diagnosis, starting 48 hours prior to their symptom onset (or, if asymptomatic, prior to taking the test that came back positive).
- Has received a confirmed or probable Covid-19 diagnosis.

“Close contact” is defined as being within 6 feet of someone who has Covid-19 for a total of 15 minutes or more over the course of any 24-hour period. Mask-wearing is not a factor in determining whether or not someone was in close contact.

A “probable case” is defined as displaying any of the common symptoms of Covid-19 and having a known “close contact” with a positive or presumed positive case.

Anyone that is not permitted entry for any of the above reasons may not re-enter the building until they do one of the following:

- If they have shown symptoms:
 - Have a doctor’s note stating that a Covid-19 test is not recommended and that further quarantine is not required; or
 - Have received a Covid-19 test since their symptoms began, and it has come back negative.
- If they have had a diagnosis of Covid-19:
 - At least 10 days have passed since the onset of symptoms, 1 day has passed without a fever (without the use of fever-reducing medication), and other symptoms are improving; or
 - Received two negative test results at least 24 hours apart at least 1 day since their last fever without the use of fever-reducing medication.
- If they have had exposure to someone with a probable or confirmed case of Covid-19:
 - If the case is confirmed or no test is performed on the person to whom they were exposed, have self-isolated for a minimum of 10 days without symptoms since their last exposure to the person; or
 - If the person with a probable case has been tested and received a negative test result.
 - Are fully vaccinated.

“Fully vaccinated” is defined as:

- 2 weeks after the second vaccine dose in a 2-dose series, such as the Pfizer or Moderna vaccines; or
- 2 weeks after a single-dose vaccine, such as Johnson & Johnson’s Janssen vaccine.

The JCC reserves the right to request proof of vaccination. If proof is requested, an individual will not be considered fully vaccinated until such proof is furnished to the JCC’s satisfaction.

Distancing

To decrease the chances of disease spreading through respiratory droplets, all persons on the JCC’s property must:

- Maintain a 6’ distance from others, except for those in their household (CDC).
- Wear a face mask:

- During times of high and substantial community transmission, employees must wear masks at all times while in public indoor spaces.
- During times of high and substantial community transmission, masks are strongly recommended for all individuals in public indoor spaces, regardless of vaccination status; masks are required for all individuals for indoor gatherings of 25+ individuals.
- At all times, masks are required for all individuals in indoor child care areas (including the ECE and JLounge hallways, or anywhere that a child care program is taking place), regardless of vaccination status if age 2 or above.
 - Face masks are not required when:
 - Eating or drinking;
 - Sleeping or napping;
 - Swimming or engaged in water activities.
 - When face masks are required, they must:
 - Cover the mouth and nose at all times.
 - Be secured behind the ears or around the back of the head.
 - May not be face shields, bandanas, or other coverings open at the top or bottom.
 - While younger children may occasionally have difficulty keeping their mask on at all times, they must come to school with a mask, receive support for this policy at home, and will be encouraged by staff to wear it in line with our policies.

Failure to abide by these policies will result in denial of access to or removal from the facility.

In our child care programs, the JCC will be using “cohorting” as part of a concentric circle of infection prevention model. To do this, we will:

- As much as is practical, maintain the same staff with each group throughout the day, and on a day-to-day basis.
- Minimize the mixing of children between groups.
- Limit non-essential staff, volunteer and visitor contact with child care groups.
- Ensure only one group is in an indoor space at any given time.
- During times of high and substantial community transmission, only vaccinated staff are permitted to interact with more than one cohort group in any given week.

Hygiene

The JCC will follow an enhanced hygiene protocol to decrease the chances of transmission of Covid-19 on surfaces throughout our facility. Hygiene and cleaning are everyone’s responsibility, including members and all staff.

Our cleaning protocol includes:

- Cleaning checklists will be posted in each space in the building, denoting the responsible party (e.g., teachers, building services staff, contract cleaning crew), the specific cleaning activity and the time(s) in which cleaning is to take place.
- Bottles with cleaning solution (soap) will be available in each occupied classroom. All cleaning products will be kept out of reach of children. High-touch areas, such as door handles and faucets in bathroom areas, will be cleaned more frequently.
- Gloves must be worn when diapering and emptying trash.

Monitoring

The JCC will remain vigilant about monitoring the health of its staff, members, program participants and visitors. If, at any time, someone in our facility has symptoms consistent with Covid-19 or is found to have been in close contact to someone who has a probable or confirmed case, they must leave the facility immediately. In the case of a child or someone who does not have their own transportation, they will be placed in an isolation room and their parent will be contacted for immediate pick-up; if the person is a minor, they will be monitored in the isolation room by a JCC staff member wearing appropriate personal protective equipment. This policy will likewise extend to any household members of anyone who has shown symptoms of Covid-19.

Any individual who has symptoms consistent with Covid-19, is a known close contact of someone who has Covid-19, or is being tested for any other reason, should be logged by the appropriate supervisor in the JCC's tracking worksheet. In the event of a probable or confirmed case, the Executive Director should be notified immediately, and then notify the Pandemic Team.

Employees

JCC employees are subject to the same screening, monitoring and distancing requirements as members and guests. Employees who have suspected, probable or confirmed cases of Covid-19 are likewise subject to the same policies and required to stay home from work until allowed to return. Administrative employees who are capable of working from home may do so if their job permits (and if they are healthy enough to resume work).

Employees (and those operating JCC programs, including contractors and volunteers) are required to be vaccinated against Covid-19. Individuals working for the JCC on or before December 10, 2021 must receive the first shot of a Covid-19 vaccination regimen prior to January 15, 2022, and must be fully-vaccinated prior to March 1, 2022. All new hires and rehires must be fully-vaccinated prior to the first day of work.

Changes from Previous Versions

July 2, 2020

- Added “Sports & Fitness” section in anticipation of group exercise/squash reopening.

June 18

- Updated definition of “close contact” from 10 minutes to 15 minutes to match new CDC guidance.
- Added “Swimming Pool” section in anticipation of pool reopening.

July 20

- Added “Pandemic Team” section.
- Added “Employees” section.
- Added “Grouping,” “Distancing,” and “Face Coverings” sections to Early Childhood.
- Added “Face Coverings” section to Camp.
- Added additional procedures in “Communication” section.

July 30

- Added “Fitness Addendum” section.

August 11

- Updated timeline for returning to building based on symptom method.
- Updated squash guidelines to allow non-household members to play together.
- Updated building entry screening procedures.

August 25

- Updated Monitoring section with additional guidelines for handling positive cases.
- Removed Summer Camp section since program is ending this week.
- Changed “Early Childhood” section to “Child Care” to also include J Lounge/JSchool.

October 7

- Updated face mask policies
- Updated group exercise policies to reflect move indoors
- Remove summer camp-specific policies

October 22

- Updated definition of “close contact” based on newly-release CDC guidelines
- Added Locker Rooms section and removed previous references to locker rooms being closed.

November 13

- Removed reference to liability waiver (decision was made not to use it).
- Removed reference to limited program operations (other programs have since opened).
- Clarified screening procedures.

November 18

- Added out-of-state travel policy in line with new state guidelines
- Clarified requirement to report probably/pending/confirmed cases to the JCC

December 6

- Updated quarantine times following out-of-state travel and following close contact with a probable/confirmed case from 14 days to 10 days in line with new CDC and state guidelines.
- Clarified definition of “probable” and contact tracing timing for asymptomatic cases.

February 15, 2021

- Updated required quarantine following close contact exposure to exempt those who have recovered or been quarantined within the past 3 months.
- Removed group size limits in child care settings.
- Updated mask-wearing guidelines while outdoors to match current PA requirements.

March 1, 2021

- Removed out-of-state travel policy in line with state rescinding these restrictions (<https://www.governor.pa.gov/newsroom/gov-wolf-revises-mitigation-order-on-gatherings-and-lifts-out-of-state-travel-restrictions/>)

April 5, 2021

- Added ECE back door entry policy.
- Removed language referring to floor decals and directional signage.
- Clarified use of shared objects.
- Updated gymnasium capacity limits and reservation policy, squash reservation policy, and fitness center capacity limit.

May 11, 2021

- Removed temperature screening procedure, updated pick-up/drop-off procedure.
- Updated grouping section to allow mixed-group gatherings in certain circumstances.
- Updated lap swimming rules.
- Removed face mask requirements for vaccinated individuals.

June 28, 2021

- Removed face mask requirements for all individuals, except in indoor child care areas.

August 23, 2021

- Removed preamble to make document more concise.

- Simplified definition of “close contact.”
- Added requirements for staff wearing masks depending on level of community transmission; added similar recommendation for members.
- Simplified hygiene/cleaning and monitoring procedures.
- Removed department-specific sections.
- Added testing requirements for unvaccinated employees.

December 13, 2021

- Adding vaccination requirement for staff and those operating JCC programs.