



Severna Park Community Center

Re-Opening Plan

Ensuring Your Safety



Severna Park Community Center
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www.spcommunitycenter.org

Overview

The Purpose of this Document

Above all else, the safety of our patrons, their families, and anyone who enters the Severna Park Community Center will always be our absolute top priority. As we start to re-open, every decision and policy that we implement will take into account the safety of our staff and patrons.

The Fluidity of this Document

The development of the COVID-19 outbreak is subject to continuous change, and the guidelines implemented to combat and contain it. Our plan of action in regards to re-opening the Severna Park Community Center (SPCC) will remain adaptable and flexible, in order to allow us to meet the evolving needs of our staff, patrons, and their families.

In order to adapt our policies and procedures as needed, the staff of SPCC will remain informed, actively seeking out any and all new information regarding the outbreak. As needed this policy and procedure guide will therefore be updated to accommodate necessary policy and procedural changes.

Mandatory Compliance with this Document

The Severna Park Community Center will strictly enforce all policies and procedures detailed in this document. All patrons/parents or guardians utilizing SPCC are required to sign a waiver of release and discharge when entering the facility for the first time.

If the patron/parent refuses to sign the waiver form, or is unable or unwilling to comply with the policies and procedures therein, he/she will not be permitted to visit SPCC until our policies and procedures have changed, or until he/she is willing to comply. This is for the safety of anyone who enters the center.

Overall Protocols & Guidelines

Overall Guidelines We Follow

We follow the guidelines put in place by Governor [Larry Hogan](#), Anne Arundel County Executive [Steuart Pittman](#), as well as the [CDC](#), [ADA](#), [OSHA](#), [USA Swimming](#), and the [Anne Arundel County Health Department](#).



Anne Arundel County
Department of Health

General Updates

An inherent risk of exposure to viruses exists in any public place where people are present. The COVID-19 virus and other extremely contagious diseases can lead to severe illness or worsening outcomes. By visiting SPCC, you voluntarily assume all risk, related to exposure to illness and infectious diseases. Help us to keep each other healthy. Please DO NOT come to the center if you are ill.

- Upon reopening, our building operating hours may be modified. Please go to our website at www.spcommunitycenter.org for the most up-to-date schedule.
- Upcoming reopening, any SPCC program may be modified, have limited capacity, and can be subject to limited availability or closure based on the direction of health experts and government officials in order to promote physical distancing.
- SPCC will enforce maximum capacities. These maximum capacities have been set in order to protect the health and safety of our staff and patrons, and have been determined based on CDC guidelines. Maximum capacity will be posted on each area/room.
- Dance, fitness, and aquatic class times will be staggered in order to allow for adequate timing between the arrival and departure of all patrons. This will also allow SPCC staff enough time to properly sanitize supplies, equipment, and surfaces between each class.
- In the event that a patron, SPCC employee, or any other person becomes unwell while in the center, he/she will be moved to an isolated location inside the facility immediately, and proper health and safety procedures will be followed to ensure both their safety and the safety of all others in the center.
- SPCC employees will only come in direct physical contact with patrons in the event of an emergency, where direct physical contact is necessary, or to prevent or address injury.

Patron Expectations

New Front Desk Procedures

- All patrons/parents or guardians visiting SPCC are required to sign a Waiver policy when entering the facility for the first time. If the patron/parent or guardian refuses to sign the Waiver form, or is unable or unwilling to comply with the policies and procedures therein, he/she will not be permitted to visit SPCC until our policies or procedures have changed, or until he/she is willing to comply.

- In the near future, SPCC will complete upgrades to our front desk software which will allow us to offer more touchless options for processing registrations and payments, and to provide a touchless check-in process.
- When entering the building, please follow posted social distancing guidelines and one-way traffic pattern when in the center.
- All patrons must wear a mask when entering any public space at the center.

Staff Expectations

Staff Responsibilities

- SPCC employees will wear a face mask when in any public space at the center.
- In the event that a SPCC employee, their family member(s), or someone living in their household is exhibiting symptoms that could indicate COVID-19, they will be asked not to return to work until they are symptom free, and have followed the appropriate guidelines as listed in the SPCC COVID-19 Policy.
- SPCC employees will only come in direct physical contact with patrons in the event of an emergency, where direct physical contact is necessary, or to prevent or address injury.
- All SPCC employees will adhere to cleaning requirements, physical distancing guidelines, and any program specific safety procedures implemented in the center.

Ensuring Your Safety

Cleaning Protocols

SPCC has taken enhanced health and safety measures to protect our staff and patrons:

- SPCC has increased the frequency of cleaning and disinfecting, focusing on high-touch surfaces, such as public hallways, communal rooms, public restrooms, exercise rooms, locker rooms; along with touch surfaces including buttons, handrails, tables, faucets, and doorknobs.
- According to the CDC, increased frequency of cleaning disinfecting with attention to these areas helps remove bacteria and viruses, including novel coronavirus.
- To protect our staff and patrons, we have installed plexiglass barriers at the front desk.

- Hand sanitizing stations, with sanitizing gel that is at least 60% alcohol, have been positioned throughout the center.
- Staff will wear disposable gloves to clean and disinfect all surfaces throughout the day.
- SPCC will use CDC recommended cleaning solutions.
- SPCC spaces and surfaces will be thoroughly cleaned each overnight by a professional service to fully disinfect for the next day's operations.