

LT COVID Policies for Staff



An initial survey was sent to staff to measure comfortability in LT attendance. The majority of the staff were excited about moving forward with LT.

Staffing LT Comfortability- sent by the National LT Director to those staff interested in attending LT.

The policies below were then sent to explain Reliant's expectations ahead of time to make sure those staff attending LT were in agreement to follow our COVID policies as outlined below.

Link to send to staff: <https://docs.google.com/spreadsheets/u/1/d/1KWlxuqb6xiFwLidtq90ZTkRkNtGwRc642E0gqtdROUM/copy>

The policies and procedures below are requirements and expectations agreed upon by the Reliant and Collegiate boards in order to move forward with Reliant administering Collegiate LT during the pandemic.

Reliant expects all LT directors and staff to create a culture of care related to COVID, that not just follows the local and state laws, as well as the YMCA guidelines, but models best practices and follows closely with all CDC recommendations.

The expectation for LT directors and staff is not simply compliance but to model the procedures and expectations as outlined below. We are asking you to demonstrate and agree with the heart of these policies and to understand and navigate the differing degrees of comfortability during the pandemic by offering full compliance to the below procedures during and outside LT-specific times.

Reliant will regularly review the current guidance from the CDC and other experts over time and we may adjust policies or procedures in the future. We are primarily considering updated guidance for those that have been vaccinated prior to arrival at LT.

- All LT staff and participants must be allowed to opt-out of any LT event at any time if they do not feel comfortable participating due to COVID.
- All LT participants, staff, and speakers must receive a negative COVID PCR test 5 days or less prior to arrival at LT and will need to show proof of a negative result, or proof of vaccination, upon arrival to LT. After testing, each person should make every effort to quarantine themselves prior to travel. Any staff or participant who arrives at the YMCA without proper verification of their negative COVID test or proof of vaccination will not be allowed to participate in any LT activities until a negative test is confirmed.
 - Rapid COVID tests are only to be used to confirm symptomatic cases and therefore should not be used as the COVID test needed prior to arrival.
- If LT participants or staff have to travel during LT, it is requested that they receive a COVID test upon their return (unless the participant or staff has been vaccinated). Based on other variables with the travel destination, other requests may be made on a case by case basis such as following necessary quarantine protocols, etc.
- All indoor events or gatherings within the LT program (large and small gatherings both for staff and students) will have the following at every meeting:
 - Required mask-wearing
 - Room setup and capacity to foster social distancing
 - Temperature checks for 100.4 degrees or higher for large gatherings (LT will need to make sure all staff members have a thermometer)
 - Sanitization prior to events
 - Check-ins for contact tracing (using an online app)
 - Once per week, each participant will need to answer a checklist of questions detailing symptoms (details TBD on when). (Do you have a sore throat, digestive issues, etc.)

- All outdoor events or gatherings within the LT program (large and small gatherings for both staff and students) will have the following at every meeting:
 - Social distancing
 - Masks required if social distancing is not able to be maintained
 - Temperature checks at large gatherings
 - Check-ins for contact tracing (using an online app)
- When off the YMCA property, please follow best practices and use your best judgment in making decisions in a responsible manner given the situation. (I.e. Most restaurants have outdoor seating and spaced tables, taking multiple cars, and wear masks when traveling, etc.)

Reliant will provide the LT program with an app to use for check-ins and checklists.

- For smaller gatherings, the leader will be able to check-in the individuals in attendance or ensure check-ins are completed.
- For larger gatherings, individuals will check-in themselves, but will be required to show that they have checked-in on their phone prior to entering the meeting.

Staff should track any planned meetings, with a student(s) or staff. You can use your personal calendar app for tracking these types of planned meetings. Casual encounters and brief meetings do not need to be tracked, see information below on “close contact”.

For all other activities we are aiming for “3 out of 3” of the below best practices if at all possible, but 2 out of 3 are required at all times during LT program activities and meetings. While there are activities that can be done while still following these guidelines, that does not necessarily mean that an activity is safe, or wise, or necessary.

- Meet outdoors
- Wear a mask
- Socially distance

We are also asking that you avoid what the CDC outlines as close contact with other individuals. This will hopefully help to avoid having a large number of people needing to quarantine all at once during LT. Anyone that has been in close contact, as defined below, with a confirmed case of COVID will need to follow our quarantine procedures.

The CDC outlines that if you have been within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to testing specimen collection) until the time the patient is isolated you will need to quarantine.*

Data are limited, making it difficult to precisely define “close contact;” however, 15 cumulative minutes of exposure at a distance of 6 feet or less can be used as an operational definition for contact investigation. Factors to consider when defining close contact include proximity (closer distance likely increases exposure risk), the duration of exposure (longer exposure time likely increases exposure risk), whether the infected individual has symptoms (the period around onset of symptoms is associated with the highest levels of viral shedding), if the infected person was likely to generate respiratory aerosols (e.g., was coughing, singing, shouting), and other environmental factors (crowding, adequacy of ventilation, whether exposure was indoors or outdoors).

We know that for families the request to avoid close contact has the potential to be problematic for children. We are asking that in those situations, you would consider creating a bubble of families that can safely play together that agree to avoid exposure with others to keep your bubble of friends and the LT program protected.

For personal and family times outside of the LT program meeting and events, we want to model the principles outlined above, so that there is not an apparent difference in overall care. We want to appear consistent and our goal is to model responsibility at all times. This means always consider meeting outdoors when possible, limiting the number of people meeting together indoors, and consider who has or hasn't been vaccinated when entertaining guests. When in doubt, masks are recommended in all settings.

Each LT will be assigning a COVID point person. Their role will be to:

- Confirm and enforce compliance with all protocols
- Make sure everyone is contact tracing
- Confirm all needed quarantine is taking place
- Be in regular communication with Reliant with updates
- Confirm upon arrival negative COVID tests were received

Even though there is a specific COVID point person assigned, all staff are required to help create the culture of safety we are asking to convey. Therefore, everyone is asked to help make sure the guidelines are being followed both during and outside of specific LT activities and meetings.

Results of non-compliance:

- Our goal is 100% compliance
- If someone forgets or misunderstands expectations occasionally, the leadership team will work with them on corrective actions, while tracking and reporting violations to Reliant
- Habitual noncompliance or a demonstration of intentional avoidance or protest, the participant, intern, or staff member will be removed from the program and location, and be subject to other appropriate employment consequences.

Proof of COVID 19 vaccination will not negate the need to follow these policies and procedures outlined above for the summer of 2021. There are still a lot of unknowns and for that reason, we are erring on the side of caution; therefore everyone must follow them, no exceptions. However, vaccinated individuals will not need to quarantine after exposure unless they exhibit symptoms or test positive for COVID 19.

We are in regular contact with our advisors. They will notify us if they become aware of changes that need to be made in our policies and if changes are made we will inform you of those changes.

These Reliant policies are separate from and in addition to the policies given by the YMCA. If the policies of the YMCA are less strict at the time of arrival than the policies as outlined above, you are agreeing to still abide by the Reliant policies. Likewise, if any YMCA policies are more strict than the Reliant policy, you will need to follow the more stringent guidelines for your situation.

We also want it to be abundantly clear that if you are in any way uncomfortable with attending LT and/or feel unable to agree to follow the policies as outlined above, you may opt-out of LT attendance even if you have already committed to going. We want to make sure we offer a unified mindset between Reliant, the LT staff, and the participants with the culture we are creating and the way we are handling the risk of health and safety. If you do not feel comfortable with the risk of attendance or if you feel unable to abide by the policies, please reach out to your local leadership and the LT directors to let them know you are requesting to not attend.

By signing below, I understand and am in agreement with the policies as outlined above. I (and/or I on behalf of myself and my family members) sign this in full agreement that we will follow these policies and expectations during our attendance at the LT program this summer.

Update on 5/7/21 to our original Reliant LT COVID Policies:

Some updates have been made to the original policies that pertain to vaccinated individuals attending LT 2021.

If you have been vaccinated, you no longer need a COVID test prior to LT arrival, with proof of vaccination.

If you have been partially vaccinated (received the first shot, but still require a second one) and you are exhibiting no symptoms, then you do not need to receive a COVID test prior to LT arrival as long as you have proof of vaccination. You will be required to take a COVID test upon arrival at the Y.

We are still requiring the PCR tests prior to arrival at LT for anyone who has not been vaccinated. There are two types of PCR test and both types of PCR tests are acceptable.

During LT events (main sessions, project day meetings, etc.) when larger LT groups consisting of non-vaccinated and vaccinated individuals are together the same original guidelines of needing to wear a mask and social distance apply.

When a group of all vaccinated people are together, as long as the YMCA allows it, it is acceptable to remove your mask if you are comfortable doing so.

If you are inside and there is a mix of vaccinated and non-vaccinated individuals in the room, everyone must follow the original guidelines of wearing a mask and social distancing.

For outdoor activity, masks are optional for activities like walks, hiking, and running. Masks are required for any prolonged close outdoor contact in groups with both vaccinated and non-vaccinated individuals, like a group sports game or large outside gathering where people are standing closer together. If people are outside and can be spread out, they do not need to wear masks.

We highly encourage participants to consider receiving the vaccine if they are able.



See also [LT COVID Policies for Participants](#)