



COVID-19 Safety Plan & Guidelines

Summer 2021

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Purpose

The purpose of the USBands COVID-19 Safety Plan is to take responsible actions during the COVID-19 pandemic, with the goal of providing a safe working and learning environment for staff and participants. This plan provides guidelines specific to USBands Summer Education Series events that will allow staff to manage operations in a safer and more effective way.

The objective is not to eliminate all potential risks, but to provide a systematic and feasible path for operation within the pandemic environment. USBands will continue to adjust policy and guidance based upon the latest public health information, regulatory guidance, and peer best practices. Note: Nothing in this plan is intended to supersede existing USBands policies that may apply in certain situations or circumstances.

Scope

This plan provides guidelines and procedures for all on-site camp events and outlines the expectations and requirements for USBands staff and participants, as well as providing authority for personnel to make decisions regarding COVID-19 circumstances and the possibility of closure.

This plan addresses internal and external communications; training and sustainability; and actions USBands are taking to prepare for, mitigate, and respond to COVID-19-related circumstances. The plan applies to all buildings and facilities utilized by USBands, regardless of the time or day.

While USBands will make every effort to uphold the safety of all persons involved, there is inherent risk and the potential for unforeseen circumstances, of which, USBands will not be held liable.

USBands Health Team

The USBands Health Team is a group of USBands and BD Performing Arts staff who are responsible for the creation, maintenance, and execution of USBand's COVID-19 Safety Plan. Each team member is responsible for being familiar with the entire COVID-19 Safety Plan.

The USBands Health Team will be the primary point of contact for all COVID-19 concerns and can be contacted at **health@usbands.org**.

USBands Health Team:

Rick Valenzuela, Director of Special Projects

Efrain Hinojosa, MMAC Director

Lainey Braatz, Director of Operations

Jessica Schloemer, Health & Wellness

Government and Institutional Guidelines

USBands has developed, and will continue to revise, its COVID-19 Safety Plan in coordination with guidelines issued by federal, state, and local governments, as well as consultation with experts in the field.

Centers for Disease Control and Prevention:

- [CDC: Suggestions for Youth and Summer Camps](#)
- [CDC: Considerations for Youth Sports Administrators](#)

California Department of Public Health:

- [CDPH COVID-19 Interim Guidance: Day Camps](#)
- [CDPH: Youth/Adult Recreational Sports](#)

Texas Department of State Health Services:

- [TDSHS: Day Youth Camp Operators & Staff](#)
- [TDSHS: Day Youth Camp Families](#)

American Academy of Pediatrics:

- [AAP COVID-19 Interim Guidance: Return to Sports](#)
- [AAP COVID-19 Guidelines for Safe Schools](#)

National Federation of State High School Associations:

- [NFHS International Coalition of Performing Arts COVID-19 Study](#)

Communication, Notification, & Education

Website

The USBands [website](#) contains information regarding the 2021 Summer Education Series and will be updated regularly and as needed. Parents and participants are encouraged to check the website often to be aware of any changes.

Email Updates

USBands will send email communications to participants as needed, and whenever changes to a camp event occur. Additionally, USBands encourage parents and participants to check the USBands website often.

Educating Staff and Participants

USBands will take the following steps to ensure that staff and participants are familiar with and ready to comply with the guidelines and procedures outlined in this Safety Plan:

- The **COVID-19 Safety Plan & Guidelines** will be sent to all staff, volunteers, and participants.
- All staff and participants (and parents/guardians of minors) must initial and sign the **Informed Consent Acknowledgement** at the end of this guide.
- Training sessions will be provided for staff including Q&A.
- Signage will be posted throughout the venue(s) with reminders of procedures.
- Staff/Volunteers will be asked to reinforce expectations throughout USBands camp events.

Health and Safety

Face Coverings (Masks)

Masks are always required during USBands Summer Education Series camp events, except for eating and drinking. (see meals section)

Personal Masks: All persons are required to bring and wear a personal two (2) or three (3) layer cloth mask or surgical mask while at USBands in-person camp events.

This includes all parents and families inside or outside of USBands venues during drop-off and pick-up times. Personal masks must cover nose and mouth and must not have an exhalation valve.

Rehearsal Masks: Upon arrival participants who play wind instruments will be given a rehearsal mask with a slit allowing for a mouthpiece. Personal masks will be worn over Rehearsal masks. During active practice the personal mask will be removed. Rehearsal masks should be taken home after the first day of camp and are to be brought back to each remaining day.

If a participant is unable to wear a face mask for medical reasons, they might reconsider participation in the 2021 USBands Summer Education Series, as they are required for all in-person events.

Bell Covers

Woodwind and brass players will use bell and instrument covers, as appropriate to their instrument, to reduce aerosol spread.

Hand Washing

All staff and participants are required to wash their hands frequently with soap and water, scrubbing for at least twenty (20) seconds. Hands should be washed before and after eating or drinking, and after coughing, sneezing, touching one's face, or using the restroom.

Hand Sanitizer

Hand sanitizer should be used between hand washing but is not a replacement for hand washing. Staff and participants are encouraged to bring their own hand sanitizer containing at least 60% alcohol. USBands will have additional hand sanitizer available for use.

Avoid Touching Your Face

Staff and participants should avoid always touching their face during camp events. Recognizing that this requires conscious effort, staff and participants should remind each other when they notice face touching. Following any face touching hands must be washed.

Coughs and Sneezes

All coughs and sneezes should be covered with the insides of one's elbows, upper arms, or tissues. Hand washing is required after coughing or sneezing.

Refrain from Physical Contact

Hugging, handshakes, or any greeting/expression that requires physical contact is not permitted. USBands suggest alternative greetings and non-physical forms of encouragement (e.g., clapping instead of high-fives, waves instead of handshakes, curtsying, etc.).

Cleaning, Disinfection, & Ventilation

Daily Cleaning & Disinfecting Schedule

At the start of each day USBands staff will thoroughly clean and disinfect all facilities. Additionally, all frequently touched surfaces will be disinfected routinely during events. Any

disinfectants used will meet the U.S. Environmental Protection Agency's List N criteria for use against SARS-CoV-2, the virus that causes COVID-19.

Building/Room Ventilation

USBands will use outdoors spaces whenever possible. Any indoor spaces will be evaluated for ventilation and all possible routes for improving air quality will be considered, including increasing outside air ventilation, upgrading HVAC filters, and utilizing fans and/or portable HEPA filters.

Restrooms

USBands staff will routinely clean and disinfect restrooms. Signs will be posted in restrooms with reminders of applicable protocols, including hand washing, distancing, and face coverings. Restroom capacity will be limited to no more than half the number of stalls, to reduce crowding and maintain six (6) feet of distance between persons. When possible, restroom breaks will be staggered to reduce crowding in and near restrooms.

Social Distancing

Six (6) Feet of Distance

All staff and participants are expected to stay at least six (6) feet away from others whenever possible as recommended by the Centers for Disease Control and Prevention.

Stable Groups / Cohorts

When possible USBands will follow local health recommendations as they pertain to assigning participants to cohorts. Participants will stay with their cohort, and event activities will be scheduled in such a way as to prevent the intermixing of cohorts.

Participants with Individualized or Specialized Support

Participants who require physical support to participate in USBands activities, and those who assist them, may, when necessary, engage to accommodate those needs. Necessary close contact and any distancing less than six (6) feet between persons, such as holding sheet music, assisting with an instrument, or pushing a wheelchair, must be limited to as short a time duration as possible. Both parties must wash their hands with soap and water and/or sanitize hands with at least 60% alcohol before and after any physical contact or sharing, and masks must ALWAYS be worn when distancing of at least six (6) feet is not possible. Surfaces touched by more than one person (e.g., wheelchair handles) must be sanitized between uses.

Arrival & Departure

Participants are to be dropped off and picked up in the designated drop off /pick up location. Upon arrival participants shall go directly to the check-in location for on-site screening.

If a participant does not have either an electronic or paper copy of the screening clearance, they will not be allowed to participate and will be quarantined until a parent or legal guardian can pick them up.

Practice Spaces

During practice, staff and participants will maintain six (6) feet of distance whenever possible. When moving from one space to another any signage indicating flow of foot traffic must be followed, including the use of designated entrance and exit doors to avoid path crossing.

Meals

Meals provided by USBands will be distributed in individual boxes. Participants will then be directed to a designated eating area, where masks may be removed only while actively eating or drinking. At least six (6) feet of distance between persons must be maintained in this area, and **NO** talking, laughing, or shouting is allowed while masks are off. Food and drink items may not be shared. Participants are encouraged to bring their own water and snacks.

Visitors

No visitors will be allowed at USBands Summer Education Series camp events. Parents or guardians will drop off and pick up participants in the designated drop off /pick up location.

Closing Performance

Details regarding any end of camp performance will be emailed to parents and participants prior to the last day of the camp.

Limiting Sharing

General

Sharing of any kind should be avoided. If an item or piece of equipment must be shared or passed from one person to another, the item will be sanitized between uses.

Personal Belongings

Staff and participants are expected to keep their personal belongings to themselves. During practice personal belongings will be separated by at least six (6) feet.

Musical Instruments

Participants may not share instruments with one another. If instruments are brought from home, they will be used exclusively by the participant who they belong to. If instruments are borrowed from USBands, they will be sanitized before being given to the participant and then must be used exclusively by that participant until the end of the camp.

Testing

USBands requires proof of a negative molecular diagnostic COVID-19 viral test (Nucleic Acid Amplification Test, such as PCR) within 72 hours of the start of any event. Information regarding COVID-19 testing can be found at [Centers for Disease Control and Prevention: COVID-19 Testing](#).

Testing policy may change as the start of camp approaches. Check the USBands [website](#) often for updates.

Immunization

USBands strongly recommend all staff, volunteers, and participants, who are eligible, be immunized

against COVID-19, unless contraindicated by a personal medical condition. Information regarding COVID-19 vaccines can be found at [Centers for Disease Control and Prevention: COVID-19 Vaccines](#).

Checking for Signs & Symptoms

Self-Screening

In the 10 days leading up to any Summer Education Series camp event, staff and participants are required to self-monitor for COVID-19 symptoms (see symptoms below). If new symptoms occur or a person living in the staff or participant's home has a known or suspected case of COVID-19, the [USBands Health Team](#) must be notified and will assess the situation.

Each morning of a camp event, staff, and participants (or participant's legal guardian if under 18) must perform the following PRIOR TO ARRIVAL:

- 1) **Take temperature.** A temperature at or above 100.4 degrees Fahrenheit excludes the individual from attending the event and they must notify the USBands Health Team and any other appropriate personnel or supervisor(s).
- 2) **Complete the online [COVID-19 Screening Questionnaire](#).** If an individual answers YES to any of the questions, they will not be permitted to attend the event. If cleared, the participant is responsible for bringing either an electronic or paper copy confirmation of clearance, indicating they are permitted to attend and participate in that day's activities.

If a participant does not have either an electronic or paper copy of the screening clearance, they will be quarantined onsite until a parent or legal guardian can pick them up.

On-Site Screening

Upon arrival all persons entering USBands camp events are required to go directly to the check-in location. There they must show either an electronic or paper copy confirmation of clearance from the online [COVID-19 Screening Questionnaire](#), and will have their temperature taken. If a person does not provide proof of clearance or is identified to have a temperature at or above 100.4 degrees Fahrenheit, they will be quarantined until a parent/guardian can pick them up.

Reporting Symptoms and/or Exposure

Self-Reporting

All staff, volunteers, and participants are required to self-report the following:

- 1) New COVID-19 symptoms (see common symptoms below).
- 2) Known exposures or close contact* with a confirmed COVID-19 positive person.
- 3) Known exposure or close contact* with a person suspected of having COVID-19.
- 4) A positive COVID-19 test.

Confirmed cases of COVID-19 must be reported immediately to health@usbands.org.

*close contact = being within six (6) feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period.

Confidentiality

Information provided by staff, participants, and parents regarding COVID-19 symptoms, exposure, and/or test results will remain confidential as necessary by law, and when applicable, will comply with the Family Educational Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act (HIPAA).

COVID-19 Symptoms

People with COVID-19 have a wide range of symptoms ranging from mild to severe. Symptoms may appear 2-14 days after exposure to the virus.

Common symptoms include:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

*This list does not include all possible symptoms.

Procedures for Possible or Known Exposure

The USBands Health Team and all staff will be trained to identify COVID-19 symptoms and initiate isolation procedures. All staff and participants are informed of the need to self-identify and initiate isolation procedures if symptoms are present.

Staying Home

Staff and participants who exhibit new and otherwise unexplained symptoms of COVID-19 are expected to stay home and alert the USBands Health Team at health@usbands.org. They shall not attend camp unless cleared by the USBands Health Team.

Isolating Symptomatic Individuals

If any person displays or reports symptoms of COVID-19 while on-site, they will be isolated in a designated quarantine area. In cases of emergency, the appropriate emergency medical response will be initiated.

Participants:

Participants will remain in the quarantine area with adult supervision until they leave in the care of a responsible adult.

A staff person will call the parent or legal guardian on record in the event of a participant needing to be picked up prior to the end of a camp event.

Staff:

If a staff member develops symptoms of COVID-19 while on-site they will immediately remove themselves from the camp and inform an appropriate supervisor.

Following Up with Symptomatic Individuals

USBands will follow up with persons who exhibit COVID-19 symptoms while on-site, within 24 hours, and will remain in regular contact until diagnosis is denied or confirmed. The USBands Health Team will maintain a record of communication and health status.

Contact Tracing

USBands will track and document incidents of possible exposure due to close contact and if necessary, may disclose information to local health departments, as required by current health orders. Appropriate privacy and confidentiality will be maintained as required by law.

Notifying Concerned Parties

If a person who attended a camp is confirmed positive for COVID-19, the USBands Health Team will consult local health guidance and follow notification procedures for concerned parties, which may include potentially exposed persons and local health departments. The USBands Health Team will serve as point of contact for any questions or inquiries regarding notification and can be contacted at health@usbands.org.

Considerations for Closure

USBands Summer Series events may be cancelled or closed at any time due to the fluid nature of the COVID-19 pandemic. The USBands Health Team, in consultation with local health officials, will evaluate and determine the need for closure based on various internal and external conditions including but not limited to:

Internal Conditions:

- Daily COVID-19 screenings of staff and participants
- Suspected case(s) of COVID-19 within the camp
- Known case(s) of COVID-19 within the camp
- COVID-19 outbreak (3 or more cases identified within the camp)
-

External Conditions:

- Daily consideration of local, state, and federal health orders
- Community spread (new cases per 100,000 and case positivity rates)
- Facilities closure or limited access

Updates regarding camp status will be posted on the USBands [website](#). If a camp is closed due to COVID-19 concerns, the camp will not reopen.

Informed Consent Acknowledgement

USBands is taking reasonable measures to prevent the spread of COVID-19 infection, including tracking/tracing, and following applicable state and county public health orders and protocols. However, the possibility of transmission cannot be eliminated. Participants and their families must be aware of and acknowledge the risks before participating in the events.

By initialing and signing this Informed Consent Acknowledgement, you acknowledge, accept, and agree to all the following (Participant and, if participant is a minor, Parent/Guardian must initial and sign):

- Participation in USBands Summer Series is purely voluntary.
 - Parent Initial: _____ Participant Initial: _____
- Participant has permission to participate in activities as directed by USBands staff or volunteers.
 - Parent Initial: _____ Participant Initial: _____
- Neither the Participant nor Parent/Guardian will attend the event if any of the following apply:
 - The Participant or any member of their household is exhibiting symptom(s) of COVID-19 that first appeared within the last 10 days (see common symptoms in attached **COVID-19 Safety Plan & Guidelines**).
 - The Participant or any member of their household has been diagnosed with COVID-19 or has a suspected diagnosis of COVID-19 or pending COVID-19 test within the last 10 days.
 - The Participant or any member of their household has spent time with another individual who has been diagnosed with COVID-19 or has a suspected diagnosis of COVID-19 within the last 10 days.
 - The Participant or any member of their household is currently under isolation or quarantine orders.
 - Parent Initial: _____ Participant Initial: _____
- If the Participant tests positive for COVID-19 or has been identified as being exposed to an individual who has tested positive for COVID-19, the Participant or Parent/Guardian (if Participant is a minor), agrees to immediately inform the USBands Health Team and acknowledges that the USBands Health Team may contact the local public health department to provide information regarding the confirmed positive test, including Participant's name and contact information. I consent to the USBands Health Team providing such information to the local health department or any other administrative body as required by law. I agree to willingly cooperate with any contact tracing that is deemed necessary by the USBands Health Team and/or local or state public health departments.
 - Parent Initial: _____ Participant Initial: _____
- Participant may be exposed to COVID-19 while participating in or attending the USBands Summer Series. It is understood this exposure carries a risk of infection, serious illness, or

death for both the participant and their household members.

- Parent Initial: _____ Participant Initial: _____
- USBands will comply with mandates issued by federal, state, and local governments. These mandates may change after this acknowledgment is agree upon.
 - Parent Initial: _____ Participant Initial: _____
- Participant and Parent/Guardian (if the Participant is a minor), is/are aware that USBands Summer Series will look different than prior marching arts camps, including the need for physical distancing and the correct and consistent use of face masks. I agree to comply with the direction provided by the USBands staff and acknowledge that the failure to do so may result in the Participant being refused participation.
 - Parent Initial: _____ Participant Initial: _____
- Participant and Parent/Guardian (if the Participant is a minor), have read the USBands **COVID-19 Safety Plan & Guidelines** in its entirety, understand its contents, and agree to abide by all guidelines.
 - Parent Initial: _____ Participant Initial: _____

Acknowledgement & Authorization

I/we have carefully read this acknowledgement and fully understand its contents. I am/we are aware of the risks of participating in these events during the covid-19 pandemic. I am/we are aware that this form contains a release of liability and waiver of all claims. I, for myself and on behalf of my heirs, assigns, personal representatives and next of kin, hereby release and hold harmless BD Performing Arts and USBands, their officers, officials, agents, and/or employees, other participants, sponsoring agencies, sponsors, advertisers, and if applicable, owners and lessors of premises used to conduct the event (“releasees”), with respect to any and all illness, disability, death, or loss or damage to person or property, whether arising from the negligence of releasees or otherwise, to the fullest extent permitted by law..

Participant Name: _____

Participant Signature: _____

Date: _____

Parent/Guardian Name: _____

Parent/Guardian Signature (if under 18): _____

Date: _____