

Charles City County Parks & Recreation



Effective: October 1, 2020

To preserve the health of our community and prevent the spread of COVID-19, the following Phase III plan has been implemented for the phased reopening of Parks and Recreation facilities, activities, and programs. Phase III Guidelines are in effect until additional guidance is given by the Governor's Office and the Charles City County Board of Supervisors:

These guidelines follow Governor Northam's "[Forward Virginia](#)" blueprint, the [Centers for Disease Control](#) and [Virginia Department of Health](#) guidelines designed to protect every member of our community, as well as department staff.

Information listed below is subject to ongoing review and modification, based on current public health conditions and may be changed or reverted to a previous phase at any time, based on an upturn in percentage of positive COVID-19 cases in the community or region, recommendations of local or state health professionals or guidance of federal, state or local officials.

Social Center Rentals:

- Social Center gatherings are limited to a maximum of 50 participants.
- Social Center restrooms are cleaned and sanitized daily.
- A COVID safety meeting is required for all rentals. The safety meeting can be facilitated before payment of the \$25 non-refundable fee or after payment.
- Renters signature on the Rental Application & Policies acknowledges the COVID-19 guidelines and the COVID-19 mitigation plan.
- Mitigation Plan:
 - ✓ Guests and patrons must wash hands with soap and water or use the provided alcohol-based hand sanitizers containing at least 60% alcohol upon entry.
 - ✓ Individuals with a fever, a temperature of 100.4 or higher or symptoms of COVID-19 or known exposure to a COVID-19 case in the prior 14 days, are not permitted in the establishment. Encourage guest to stay home if they are sick or exhibiting symptoms.
 - ✓ Practice physical distancing of at least six feet between each person unless they are with members of the same household. Attendees are encouraged not to pass items to other attendees who are not members of the same household.
 - ✓ A face mask is required of any person age ten and older. Individuals must always wear a mask or face covering while entering, exiting, or traveling through common areas of the building. A face mask is anything use to covers your nose and mouth, such as a mask, scarf, or bandana.
 - ✓ No self-service of food (except beverages), including condiments. Condiments should be removed from tables and dispensed by renter upon the request of an attendee. Buffets must be staffed by servers. For self-service beverage areas, use beverage equipment designed to dispense by a contamination-free method. Gloves are required of all individuals serving food.
 - ✓ Any items used to distribute food or beverages must be disposable, used only once, and discarded.

- ✓ Table and chair configurations must be arranged in a manner to ensure six feet of physical distance can be maintained between all organizers, staff and attendees who are not members of the same household.
- ✓ Entrances and exits must be configured to reduce the occurrence of bottlenecks at the beginning and conclusion of the event.

Park Rentals:

- Park gatherings are limited to a maximum of 50 participants.
- Renters signature on the Rental Application & Policies acknowledges the COVID-19 guidelines and the COVID-19 mitigation plan.
- Mitigation Plan:
 - ✓ Guests and patrons must wash hands with soap and water or use an alcohol-based hand sanitizer containing at least 60% alcohol upon arrival. Sanitizer is to be provided by the renter.
 - ✓ Practice physical distancing of at least six feet between each person unless they are with members of the same household. Attendees should be encouraged not to pass items to other attendees who are not members of the same household.
 - ✓ A face mask is required of any person age ten and older in outdoor spaces shared by groups of people who congregate less than six feet from one another or who are near each other for more than ten minutes. A face mask is anything use to covers your nose and mouth, such as a mask, scarf, or bandana.
 - ✓ Encourage guest to stay home if they are sick or exhibiting symptoms.
 - ✓ No self-service of food (except beverages), including condiments. Condiments should be removed from tables and dispensed by renter upon the request of an attendee. Buffets must be staffed by servers. For self-service beverage areas, use beverage equipment designed to dispense by a contamination-free method. Gloves are required of all individuals serving food.
 - ✓ Any items used to distribute food or beverages must be disposable, used only once, and discarded.
 - ✓ Picnic Table seating configurations should be arranged in a manner to ensure six feet of physical distance can be maintained between all organizers, staff and attendees who are not members of the same household.

Ruthville Complex Rentals:

- Ruthville Gymnasium rentals are limited to a maximum of 25 participants.
- Rentals for other rooms are limited to a maximum of 50% of the room capacity.
- Renters signature on the Rental Application & Policies acknowledges the COVID-19 guidelines and the COVID-19 mitigation plan.
- Mitigation Plan:
 - ✓ Guests and patrons must wash hands with soap and water or use the provided alcohol-based hand sanitizers containing at least 60% alcohol upon entry.
 - ✓ Individuals with a fever, a temperature of 100.4 or higher or symptoms of COVID-19 or known exposure to a COVID-19 case in the prior 14 days, are not permitted in the establishment. Encourage guest to stay home if they are sick or exhibiting symptoms.
 - ✓ Practice physical distancing of at least six feet between each person unless they are with members of the same household. Attendees are encouraged not to utilize the same equipment. Equipment should be sanitized after use and during use when feasible.

Phase III: Ruthville Gymnasium Complex Information

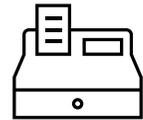


- **Hours of Operation:**
 - **Monday – Friday**
 - Senior Hour: 8:15 – 9:15 am | Open Hours: 9:15 – 12 pm; 3 – 7:00 pm
- **Appointment Times:**
 - An appointment time is strongly encouraged to guarantee admittance into a fitness class, the gymnasium or fitness center. Appointments can be booked up to one week in advance by calling 652-1601. Facility closed for cleaning between 12 – 3 pm. Cleaning, disinfecting, and sanitizing also takes place frequently during open facility hours.
- **Walk-up Registration:**
 - Walk-up registration is accepted however, appointments take priority.
 - Patrons are not permitted to participate if the maximum occupancy number has been reached at the time of arrival or due to appointments scheduled in advance.
 - Patrons must show their membership card at time of walk-up.
 - Registration in advance is strongly encouraged to ensure facilitation and your participation.
- **Registration Form and Membership:**
 - An updated registration form and current paid membership must be on file prior to registering to attend a fitness class or fitness center.
 - An updated registration form must be on file prior to utilizing the gymnasium.
 - Guests are not permitted to attend with a registered patron. Maximum Occupancy numbers are strictly enforced.
- **Maximum Occupancy:**
 - Fitness classes, exercising, training, open gym, conditioning, etc. are limited to the following:
 - Maximum of 6 patrons allowed in the Strength Training room at a time.
 - Maximum of 8 patrons allowed in the Cardio room at a time.
 - Maximum of 8 participants allowed in the Studio at a time.
 - Maximum of 8 participants allowed in the Classroom at a time.
 - Maximum of 8 participants allowed in the Gymnasium at a time for open gym basketball, volleyball or other.
 - *Rental Exception:* Maximum of 25 participants for Gymnasium rentals. Other spaces are a maximum of 50% of the room capacity. Rental application must be on file prior to rental.
- **All Patrons:**
 - Must wash hands with soap and water or use the provided alcohol-based hand sanitizers containing at least 60% alcohol upon entry.
 - Individuals with a temperature of higher than 100.4, a fever, symptoms of COVID-19 or known exposure to a COVID-19 case in the prior 14 days are not permitted in the establishment.
 - Must practice physical distancing of at least ten feet between each person unless they are with members of the same household.
 - Must not pass items to other attendees who are not members of the same household.
 - Must bring their own yoga mat, yoga blocks and yoga straps.
 - Must wear a face mask or face covering while entering, existing, or traveling through common areas of the gymnasium if older than 10 years of age.
 - Must not spot other patrons when they are utilizing strength training or free weight machines unless they are with members of the same household.
 - Must clean and sanitize equipment utilized before and after each use.
- **Additionally:**
 - To reduce community spread of COVID-19 the water fountains, handheld fitness equipment, as well as several cardio and strength training machines have been decommissioned.

Phase III: Parks and Recreation Administrative Office Information

Social Center:

- ✓ Guests and patrons must wash hands with soap and water or use the provided alcohol-based hand sanitizers containing at least 60% alcohol upon entry.
- ✓ Individuals with a fever, a temperature of 100.4 or higher or symptoms of COVID-19 or known exposure to a COVID-19 case in the prior 14 days, are not permitted in the establishment.
- ✓ Patrons are encouraged to stay home if they are sick or exhibiting symptoms.
- ✓ Practice physical distancing of at least six feet between each person unless they are with members of the same household. Patrons are strongly encouraged not pass items to other attendees who are not members of the same household.
- ✓ A face mask is required of any person age ten and older. Individuals must wear a mask or face covering while entering, exiting, or traveling through common areas of the building. A face mask is anything use to covers your nose and mouth, such as a mask, scarf, or bandana.
- ✓ Table and chair configurations for programs will be arranged in a manner to ensure six feet of physical distance can be maintained between all patrons.
- ✓ Entrances and exits will be configured to reduce the occurrence of bottlenecks at the beginning and conclusion of an event or program.
- ✓ Social Distancing signage and markers are displayed throughout the building.
- ✓ Increased number of sanitizer stations throughout the building.
- ✓ Social Center restrooms are cleaned and sanitized frequently.
- ✓ Plexiglass barriers have been installed for utilization when conducting business transactions.



Parks / Fishing Pier

- Patrons must practice physical distancing of at least six feet between each person unless they are with members of the same household when walking, fishing, or boating.
- Face coverings or masks are strongly suggested within less than six feet apart from others.
- Playgrounds and playsets are not sanitized.
- Patrons are encouraged to stay home if they are sick or exhibiting symptoms.
- Prohibited Items:
 - Group activities, sports, alcohol, tents and other activities and items that attract gatherings.
 - Activities that share equipment or involve touching.
 - Entertainment and programming that generate gatherings.

