

September 3, 2020



Parks & Recreation Department

John Sherman, Director

48 Lebanon Street
Hanover, NH 03755

(603) 643-5315

parksandrec@hanovernh.org

The following are the modifications we are making to the afterschool program, KAST, to ensure the safety of all students and staff in compliance with the latest COVID-19 state and national guidelines. This is what is known at the moment and may be adjusted based on trends in our state and the Upper Valley.

1. KAST Hours
 - a. Students will board the bus from the Ray School at the end of each school day and will be transported to the RWB Community Center.
 - b. Close of KAST is 5:30pm
2. KAST Location
 - a. September grades K-2 at RWB Community Center
 - b. We are currently searching for additional space to add grades 3-5
3. KAST Format
 - a. KAST participants need to live in Hanover/Etna
 - b. We will utilize small individual groups of 10 students with 1 counselor that we will refer to as **PODS**.
 - c. PODS will be organized prior to each month and the same students and staff will remain in the same POD for the entirety of the month
 - d. All PODS will be isolated from one another and will not intermingle throughout the afternoon
4. Field Trips & Special Events
 - a. We will not accommodate inside presenters while the RWB is closed to the public
 - b. We will not participate in field trips
5. Health Screenings of Students & Staff
 - Staff
 - i. Each day staff will answer a health screening questionnaire and have their temperature taken upon arrival for their shift
 - Students
 - ii. Any child that exhibits any symptoms or we find has traveled out of New England will be isolated from their group and a parent/guardian must pick up immediately
6. Transportation
 - Drop Off
 - i. Students will board the bus at the Ray School and travel directly to RWB Community Center
 - Pick Up
 - i. RWB Community Center- We will be using the front parking lot as a drive thru pick up space for KAST. The sign out table will be set up at 4:30pm; if you arrive before 4:30pm please call the Community Center at 603-643-5315
 - ii. Wait in your vehicle until approached by a staff member for check out
Parents will not be allowed to enter Town buildings.

Connecting you to explore our community, enrich your life and expand your experiences.

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7. PPE & Personal Hygiene

Students

- i. All students will wear masks inside & out when social distancing is not possible.
- ii. Increased handwashing and portable handwashing stations for additional access.
- iii. Individual areas for students to store their daily belongings. All belongings must fit inside a single child's backpack.

Staff

- iv. All staff will wear masks indoors & outdoors.

8. Sanitizing of facilities and equipment

- a. Staff will focus on sanitizing high touch surfaces and equipment throughout the afternoon.
- b. At the end of each day areas will be cleaned and sanitized so that it is ready for the next afternoon.
- c. Each POD will have its own dedicated supply of equipment, craft supplies, balls, and toys.

9. Families that have traveled outside of the New England states or have someone staying with them from outside of New England are required to self-quarantine for a two-week period before being allowed at KAST.

10. We are all in this together and ask that when not at KAST, families limit public transportation, via plane, trains, other public transit and not attend any mass gatherings.

- a. *Be kind, Be patient, Be understanding.* This is all new territory and it is quite the undertaking becoming familiar with and implementing all the current guidelines to keep everyone safe.