



National Youth Leadership Training National Pilot Course, 2021

2021 COVID-19 SAFE Checklist

Course Specific Information

Every Scout member, volunteer and family must evaluate their unique circumstances and make an informed decision before attending this in-person NYLT Program.

Understanding local and State guidance on preventing COVID-19 exposure.

We will continue to monitor guidance from Hawk Mountain Council, BSA, CDC, ACA, and local and State authorities on preventing COVID-19 exposure. We will update our guidance as updates are mandated by CDC. As information continues to change, we want to have a fluid plan until the course begins in order to be fully prepared. Specific information paths are listed at the end of this document.

Conduct the “before you gather” protocols. See below:

- 1. Consult your local council to understand community standards and protocols in place.***

The NYLT National Pilot Course will follow all guidance given to us from Hawk Mountain Council leadership. We will continue to share our information and planning materials with the Council leadership for transparency.

- 2. Communicate to all parents and youth that the Boy Scouts of America recommends that nobody in the higher risk category participate in in-person training. Continue to engage virtually, if appropriate.***

We will continue to communicate the assumed risk of participation in group activities to families of staff and participants. Parents of participants and staff were informed on the course date change communication about the risk and were given the option to remove their registration at that time. We will continue to remind staff and participants that high risk individuals should not participate in this activity. Parents will be required to acknowledge that this information was shared with them and they understand the risk of their child participating in a group activity. Any person that wishes to remove their registration due to this risk will be

given a refund with no penalty. Parents, staff, and participants will have to acknowledge the procedure in place, reporting protocols, and understand that failure to comply will result in removal from the course without a refund.

3. Communicate clearly that anyone who feels sick must stay home. If you become sick or develop symptoms, isolate yourself from others, report your symptoms to staff, then go home and seek care.

A resource link will be available on the NYLT National Pilot home page that contains a CDC document for the following:

“What you should know about COVID-19 to protect yourself and others” “Symptoms of Coronavirus (COVID-19)”

“Stop the Spread of Germs”

“Wash Your Hands”

In addition to this, there is an established plan for anyone who is showing symptoms during our course. This will be covered in the “As you gather” section of this document.

We will continue to communicate effectively to be honest and share any symptoms. We will encourage the staff or participant to stay home. Each participant and staff will be given a wellness check when arriving at camp as well as throughout the time on course.

4. Educate all staff and participants on appropriate social distancing, cleaning, disinfecting, hand hygiene, and respiratory (cough or sneeze) etiquette before meeting for the first time. Periodically reinforce the behaviors as needed.

All staff and participants will receive communication on all points noted in this section. This documentation will include basic sanitation and disinfecting plans utilized throughout the event. This information will be shared with all staff and participants prior to attending the event. Hand hygiene and cough etiquette will be communicated frequently before and during the course. There will be signs from the CDC posted in many high contact areas throughout the program area to remind and encourage hand washing, reporting symptoms, cough and sneeze etiquette, and social distancing. Staff will be coached on how to respond to participants that fail to adhere to protocol.

5. Before attending course, upon arrival at course and at least once daily during course, all participants will be screened for any of the following new or worsening signs or symptoms of possible COVID-19: Cough, Shortness of breath or difficulty breathing, chills, repeated shaking with chills, muscle pain, headache, sore throat, loss of taste or smell, diarrhea,

temperature above 100 degrees Fahrenheit, known close contact with a person who is lab-confirmed to have COVID-19 in the last 14 days.

Prior to attending NYLT National Pilot Course, participants and staff will be required to complete a 5- day exposure log. This log will ask the individuals to record their temperature, note any symptoms of COVID-19, log any travel outside of 120 miles from home, and if they have had close contact with someone that has tested positive for COVID-19. This log will be reviewed by our medic **PRIOR** to the participants and staff coming to camp. If there is a concern, the medic will contact the parents or individuals involved to discuss possible omission from the program.

Upon arrival to Hawk Mountain Scout Reservation each staff member and participant will undergo a health check. Every person will need to submit a completed BSA Annual Health and Medical Parts A, B, and C (along with permission from the health professional to attend) and the NYLT Pre-event Medical Screening Checklist that identifies any possible symptoms in the last 24 hours, as well as the completed 5-day log. The medic will review this information with the participant as the parent/guardian remains in their car. The participant or staffer will then have their temperature taken and recorded. Once this is complete, the parent of the participant or staffer will be able to leave.

While on course, all participants and staffers will have a health screen conducted twice-daily. This will consist of temperatures being taken and identification of any symptoms of COVID-19 since the last check. Staff will be trained to identify common symptoms of COVID-19.

6. As appropriate, participants and staff will have face coverings available to wear when gathering or when in public areas or venues. Several coverings per person will be required.

As part of the participant and staff fee, everyone will be given one NYLT mask. Everyone will be encouraged to bring additional masks and this will be at their own expense. Masks must be appropriate and cover the mouth and nose at all times when worn.

Everyone on course will be required to always wear masks, except for during meals, showering and during sleep. Proper etiquette for masks is to wear them when social distancing is not possible. Since there are many times when we are working in a group environment, it will be important to encourage that masks be worn at all times.

7. Communicate that those who take part in person should avoid contact with higher risk individuals for 14 days after the event.

This information will be communicated with all staff and participants prior to course and after course. We will not detail who the higher risk individuals are. Each family needs to follow

science and medical guidance to determine who they need to avoid contact with after the course.

8. Identify participants who fall under the CDC's group of higher-risk individuals. Notify all participants about the risks of participating since COVID-19 exposure cannot be eliminated. Safe does not mean risk-free.

Each family will have to determine if their Scout / Venturer is considered in the CDC's group of higher-risk individuals. Your family health care provider can assist you with this consideration. We will have enhanced cleaning, safety, and social distancing procedures in place, however we cannot eliminate the risk. Families are encouraged to follow advice from their health care provider as well as the most up-to-date guidance from [cdc.gov/coronavirus](https://www.cdc.gov/coronavirus).

9. Verify that the planned activity, gathering or group sizes are not prohibited by local or state orders.

Currently, Pennsylvania is in the green phase. We will need to remain in that phase in order to conduct NYLT. We continue to monitor local and state guidance and will do so until and throughout the duration of the course.

10. Review Annual Health and Medical Records and consider using a pre-event screening for all participants.

Participants and Staff will be required to have an Annual Health and Medical Record Part A, B, and C completed to participate in the NYLT National Pilot Course. NYLT is conducted over a period of more than 72 hours total and BSA requires a Part C authorization from a medical professional for that amount of time. This year, the doctor will be required to note that he verified if the participant/staff is healthy enough to participate understanding the risk of COVID-19.

Participants and staff will be required to complete a 5-day pre-course medical checklist. This question list will consist of a temperature, symptom, and travel record. This will be used to evaluate the health of each person prior to attending NYLT National Pilot Course. This log is important for the safety of the group.

On the morning of the first day of arrival each participant will complete a separate pre-event screening checklist. This checklist will determine if the participant/staff will be able to attend or not. Upon arrival, it will be reviewed with our Medic and will be asked the same questions to confirm and his/her temperature will be taken.

In the event that an individual can't participate due the recommendation of the health professional, or they fail to meet pre-screening conditions, a full refund would be available to them.

11. Verify that handwashing, hygiene and cleaning supplies are available and used properly.

- - *We will install 6 satellite temporary handwashing stations in addition to the hand washing sinks in Marlin Miller Conference Center (upstairs, activity and training rooms, and two bathrooms) and the comfort station.*
- - Multiple versions of handwashing instructional signs and reminders will be displayed throughout the high traffic areas of our program area.
- - Hand Sanitizer will be available when hand washing stations are not available.
- - Each participant/staff member will be asked to bring their own bottle of hand sanitizer to carry with them to encourage frequent cleaning/sanitizing of hands.
- - Cleaning supplies will be available from HMSR. Each staff member will be trained on proper cleaning procedures for all areas. PPE will be provided for cleaning.
- - Antibacterial wipes or disinfectant spray will be available to clean frequent used areas and touch points throughout the program areas.
- - Frequent touch points will be cleaned three times daily. These touchpoints will be identified prior to the event and put on a checklist. Bathrooms and facilities will be deep cleaned once-daily and disinfected after each use.

12. Monitor social distancing, interactions and sharing of equipment and food among participants.

We will be participating in a group training program. Everyone will be trained on how to distance throughout the course. We will require masks when we are unable to maintain a 6-foot distance from others. Masks should be worn at all times unless the individual is eating while seated at a table, showering or sleeping.

Participants will be assigned to a patrol. They will work in their patrol and will stay in that specific circle for most of the training time. We will encourage patrols not to mix with other patrols. Troop guides will eat with their assigned patrols. Support staff will be assigned to a specific patrol that they will eat with throughout the course or alternatively, they will eat in a separate location, depending on seating availability.

We will discourage any sharing of food between individuals. Shared equipment will be cleaned before and after each use by a new patrol.

There will be a zero-tolerance policy for this topic. Participants or staff that refuse to follow guidelines will be dismissed from course without a refund, this includes but is not limited to, refusal to wear a face mask.

13. Monitor participants for changing health conditions.

Participants will be screened twice-daily for symptoms and their temperature will be taken and recorded. Staff will be trained on identification and reporting a participant/staff member that may demonstrate symptoms of COVID-19.

Participants/staff that demonstrate or report symptoms of COVID-19 will be isolated immediately. Their parent will be called, and they will need to be removed from the area ASAP. Program will immediately stop, and all areas will be deep cleaned. Program will resume once that participant has left, and the areas have been properly sanitized.

14. Use the “as your gather” protocols. See below:

(i) Minimize group sizes.

The NYLT National Pilot Course will be limited to 24 participants and 20 staff members. NYLT operates in a troop setting with patrols. Many of the activities are performed as a single patrol away from others. We will maintain smaller group sizes and distancing through this model. During troop presentations, troop meetings, and troop assembly, we will have the areas marked for social distancing. Troop Guides will interact with their patrol only and maintain social distancing when interacting with other staff members. Support staff, adults, and leadership will practice social distancing and limit interaction, when applicable, in order to minimize risk.

(ii) Stay Local.

NYLT National Pilot Course will be hosted at Hawk Mountain Scout Reservation. Participants that travel prior to NYLT National Pilot Course will go through additional screening questions prior to course. Participants that travel from out of council are encouraged to limit interaction on their way to HMSR.

(iii) Minimize mixing with parents and siblings.

Parents, siblings, and guests will not be permitted to interact with our course participants and staff out of an abundance of caution. There will be an established check-in procedure and the parent will remain in their car, like a drive-thru. All visitors to the course will be required to answer health questions and will have temperature taken upon arrival the HMSR.

(iv) Make hand sanitizer, disinfecting wipes, soap, and water or similar disinfectant readily available for use.

As noted above, we will have *additional hand washing sinks*, hand sanitizer, disinfecting wipes, and disinfecting cleaners available throughout the course.

(v) Minimize the use of common areas and shared tools.

Any areas or tools that are frequently used will be placed on the touchpoint cleaning list. They will be cleaned after every use.

(vi) Develop dining protocols.

- - All meals will be served in a take-out container designed for an individual meal. Participants will be encouraged to refrain from sharing items inside their meal boxes.
- - Participants will eat meals with their own patrol along with assigned staff members.
- - All utensils will be wrapped and disposable.
- - Water coolers will be assigned to patrols (1 in patrol site) and hand sanitizer will be provided next to it in order for it to be used prior to touching the cooler. There will be no common coolers. Patrols will only be able to use the cooler assigned to the patrol.
- - No single use cups will be provided. Participants will provide a cup and will have to clean the cup and their hands before each time it is filled. A lid is encouraged.
- - Outside snacks are discouraged. All items must be individually wrapped and not shared.

(vii) Develop tenting protocols.

Each participant will provide their own tent. There will be no shared tents. Participants are not permitted in a tent that is not their own. Tents will be spaced in sites to maintain distancing, keeping doors facing away from one another and not opening into a common area or walkway.

(viii) During program activities: Equipment that must be shared will be disinfected before and after use.

As stated above, all frequent touch points, areas, and equipment will be cleaned at least before and after use and/or three times daily.

(ix) During program activities: Assign activity-related protective equipment for the duration of an event to a single individual.

At this time there is no safety equipment except hand sanitizer that would be assigned. If there is a need, we would follow the outlined guidance.

(x) During program activities: Effective handwashing before and after each program area use.

We will encourage the use of the handwashing facilities as often as possible when changing locations. We will also provide wipes, sanitizer, and disinfectant before and after each activity.

(xi) Reporting Procedures.

Any injury will be handled through BSA protocol by our on-site medic. COVID-19 exposures will be reported to the Council appointed professional immediately. The Council representative will provide guidance on procedures.

(xii) After the event.

Every participant and staff member will be encouraged to avoid contact with higher-risk individuals for 14 days after the conclusion of the course. They are required to monitor for any signs of illness for 14 days and communicate with the Course Director, Geoffrey Price, should any symptoms develop in those 14 days.