COVID-19 BOWLING INDUSTRY GUIDELINES:

For private lessons only

Created: November 13, 2020

Bowling Centers of Southern California

OVERVIEW

The following guidelines and considerations are intended to help our training facilities prepare to resume in-person instruction.

This guidance is interim and subject to updates. These guidelines and considerations are based on the best available public health data at this time, best practices and the practical realities of managing training facility operations; as new data and practices emerge. Additionally, the guidelines and considerations do not reflect the full scope of issues that training facilities will need to address, which range from day-to-day site-based logistics to the social and emotional well-being of all.

Each bowling training facility will determine the most appropriate instructional model, taking into account the needs of their students and staff, and their available infrastructure. Private lessons at training facilities are not required to seek out or receive approval from a state or local public health officer prior to adopting a distance-learning model.

Implementation of this guidance should be tailored for each setting, including adequate consideration of instructional programs operating at each training facility site and the needs of students and staff. The following must be asked from each training facility:

- **Students and Staff Population:** Who are the student and staff populations who will be impacted by or can serve as partners in implementing any of the following measures?
- **Ability to Implement or Adhere to Measures**: Does the staff and students have the tools, information, resources and ability to successfully adhere to or implement the new measures?
- **Negative or Unintended Consequences:** Are there any negative or unintended consequences to staff, or the student of implementing the measures and how can those consequences be mitigated?

This guidance is not intended to revoke or repeal any worker rights, either statutory, regulatory or collectively bargained, and is not exhaustive, as it does not include county health orders, nor is it a substitute for any existing safety and health-related regulatory requirements such as those of Cal/OSHA. Stay current on changes to public health guidance and state/local orders, as the COVID-19 situation continues.

1. General Measures

- Establish a written, worksite-specific COVID-19 prevention plan at every training facility, perform a comprehensive risk assessment of all work areas and work tasks, and designate a person at each training facility to implement the plan.
  - Each training center will establish a maximum number of lessons per day based on social distancing practices.
  - All private lessons are available through reservations or appointment ONLY, no walk-in.
  - To maintain contact tracing; all participant names, contact information, instructor's name and lane assignment must be recorded prior to start of lesson.
  - All lessons limited to 90 minutes.
  - Lessons are limited to families/household members per lane.
  - Identify contact information for the local health department where the bowling training facilities is located for communicating information about COVID-19 outbreaks among students or staff.
  - Incorporate the CDPH Guidance for the Use of Face Coverings, into the Centers Site Specific Plan that includes a policy for handling exemptions.
  - Train and communicate with workers and worker representatives on the plan. Make the written plan available and accessible to workers and worker representatives.
  - Regularly evaluate the workplace for compliance with the plan and document and correct deficiencies identified.
  - Investigate any COVID-19 illness and determine if any work-related factors could have contributed to risk of infection. Update the plan as needed to prevent further cases.

    - Implement the necessary processes and protocols when a workplace has an outbreak, in accordance with CDPH guidelines.
    - Identify individuals who have been in close contact (within six feet for 15 minutes or more) of an infected person and take steps to isolate COVID-19 positive person(s) and close contacts.Adhere to these guidelines. Failure to do so could result in workplace illnesses that may cause the entire training facility to be temporarily closed or limited.
- Develop a plan for the possibility of repeated closures of trainings, groups or entire facility when persons associated with the facility or in the community become ill with COVID-19.
- Develop a plan to further support students with access and functional needs who may be at increased risk of becoming infected or having unrecognized illness due to COVID-19. Develop a process for engaging families for potentially unknown concerns that may need to be accommodated or identify additional preparations as needed. Groups who might be at increased risk of becoming infected or having unrecognized illness include the following:
    - Individuals who have limited mobility or require prolonged and close contact with others, such as direct support providers and family members;
    - Individuals who have trouble understanding information or practicing preventive measures, such as hand washing and physical distancing;
    - Individuals who may not be able to communicate symptoms of illness.
- Bowling training facilities should review the CDPH Guidance for the Use of Face Coverings and any applicable local health department guidance and incorporate face-covering use for students and workers into their COVID-19 prevention plan. Some flexibility may be needed for younger children consistent with child development recommendations.

2. Promote Healthy Hygiene Practices

- Teach and reinforce washing hands, avoiding contact with one's eyes, nose, and mouth, and covering coughs and sneezes among students and staff.
    - Students and staff should wash their hands frequently throughout the day, including before and after eating; after coughing or sneezing and after completion of the lesson.
    - Students and staff should wash their hands for 20 seconds with soap, rubbing thoroughly after application. Soap products marketed as “antimicrobial” are not necessary or recommended.

- Consider portable hand-washing stations throughout the training facility to minimize movement and congregations in bathrooms to the extent practical.
- Information contained in the CDPH Guidance for the Use of Face Coverings should be provided to staff and students, which discusses the circumstances in which face coverings must be worn and the exemptions, as well as any policies, work rules, and practices the employer has adopted to ensure the use of face coverings.
- Employers must provide and ensure staff use face coverings in accordance with CDPH guidelines and all required protective equipment.
- Nothing in this guidance should be interpreted as restricting access to appropriate educational services.

3. Face Coverings

Face coverings must be used in accordance with CDPH guidelines unless a person is exempt as explained in the guidelines, particularly in indoor environments and areas where physical distancing alone is not sufficient to prevent disease transmission.

- Teach and reinforce use of face coverings, or in limited instances, face shields.
- Students and staff should be frequently reminded not to touch the face covering and to wash their hands frequently.
- Training should also include policies on how people who are exempted from wearing a face covering will be addressed.

STUDENTS

AGE	FACE COVERING REQUIREMENT
2 years and under	N/A - Lessons not available
2 years old – 7 years old	Strongly encouraged**
8+ years	Yes, unless exempt

***Face coverings are strongly encouraged for young children between two years old and 7 years old, if they can be worn properly. A face shield is an acceptable alternative for children in this cohort who cannot wear them properly. No lessons are available for children under 2 years old.*

- Persons younger than two years old, anyone who has trouble breathing, anyone who is unconscious or incapacitated, and anyone who is otherwise unable to remove the face covering without assistance are exempt from wearing a face covering.
- A cloth face covering or face shield may be removed when eating.
- In order to comply with this guidance, centers must exclude students from lessons if they are not exempt from wearing a face covering under CDPH guidelines and refuse to wear one. Training facilities should develop protocols to provide a face covering to students who inadvertently fail to bring a face covering to their lesson sessions to prevent unnecessary exclusions.

STAFF

- All staff must use face coverings in accordance with CDPH guidelines unless Cal/OSHA standards require respiratory protection.
- In limited situations where a face coverings cannot be used for pedagogical or developmental reasons, (i.e. communicating or assisting young children or those with special needs) a face shield can be used instead of a cloth face covering while in the training facility as long as the wearer maintains physical distance from others, to the extent practicable.
- Workers or other persons handling or serving food and beverage must use gloves in addition to face coverings.

4. Ensure Teacher and Staff Safety

- Ensuring staff maintain physical distancing from each other is critical to reducing transmission between adults.
- Ensure that all staff use face coverings in accordance with CDPH guidelines and Cal/OSHA standards.
- Support staff who are at higher risk for severe illness or who cannot safely distance from household contacts at higher risk, by providing options such as telework, where appropriate, or teaching in a virtual learning or independent study context.
- Conduct all staff meetings, professional development training and education, and other activities involving staff with physical distancing measures in place, or virtually, where physical distancing is a challenge.

- Minimize the use of and congregation of adults in staff rooms, break rooms, and other settings.
- Implement procedures for daily symptom monitoring for staff.

5. Intensify Cleaning, Disinfection, and Ventilation

- Consider modifying use of site resources that necessitate sharing or touching items. For example, require own personal equipment to be brought in or assign center bowling balls to each student upon daily lesson registration.
- Staff should clean and disinfect frequently-touched surfaces throughout the training facility as practicable, these surfaces should be cleaned and disinfected frequently throughout the day by staff
- Avoid equipment sharing, and if unavoidable, clean and disinfect shared equipment between use by different people to reduce the risk of COVID-19 spread
- When choosing disinfecting products, use those approved for use against COVID-19 on the Environmental Protection Agency (EPA)-approved list “N” and follow product instructions.
    - Follow label directions for appropriate dilution rates and contact times. Provide workers training on the chemical hazards, manufacturer’s directions, Cal/OSHA requirements for safe use, and as applicable and as required.
    - Staff who clean and disinfect the center site must be equipped with proper protective equipment, including gloves, eye protection, respiratory protection, and other appropriate protective equipment as required by the product instructions.
    - Establish a cleaning and disinfecting schedule in order to avoid both under- and over-use of cleaning products.
- Ensure proper ventilation during cleaning and disinfecting. Replace and check air filters and filtration systems to ensure optimal air quality.
- Maximize central air filtration for HVAC systems.
- Consider installing portable high-efficiency air cleaners, upgrading the building’s air filters to the highest efficiency possible, and making other modifications to increase the quantity of outside air and ventilation in training facilities, offices and other spaces.

6. Lane Spacing

- To reduce possibilities for infection, students must remain on the same lane. Keep the same students with the same staff with each group, to the greatest extent practicable.
- Minimize movement of students and staff as much as practicable. For example, consider ways to keep staff with one group of students for a certain duration. plan for ways to reduce mixing among cohorts and to minimize contact.
- Maximize space between lanes. Consider ways to establish separation of students through other means if practicable, such as, six feet between lanes, or partitions between lanes, markings on center floors to promote distancing.

7. Train All Staff and Students

Train all staff and provide educational materials to students in the following safety actions:

- Enhanced sanitation practices
- Physical distancing guidelines and their importance
- Proper use, removal, and washing of face coverings
- Screening practices
- How COVID-19 is spread
- COVID-19 specific symptom identification
- preventing the spread of COVID-19 if you are sick, including the importance of not coming to work if staff members have symptoms, or if they or someone they live with has been diagnosed with COVID-19.
- For workers, COVID-19 specific symptom identification and when to seek medical attention
- The employer’s plan and procedures to protect workers from COVID-19 illness.

8. Check for Signs and Symptoms

- Prevent discrimination against students who (or whose families) were or are diagnosed with COVID-19 or who are perceived to be a COVID-19 risk.
- Actively encourage staff and students who are sick or who have recently had close contact with a person with COVID-19 to stay home. Develop policies that encourage sick staff and students to stay at home without fear of reprisal, and ensure staff, students and students' families are aware of these policies.
- Implement screening and other procedures for all staff and students entering the training facility.
- Conduct visual wellness checks of all students If checking temperatures, use a no-touch thermometer.
- Ask all individuals if they or anyone in their home is exhibiting COVID-19 symptoms.
- Make available and encourage use of hand-washing stations or hand sanitizer.
- Document/track incidents of possible exposure and notify local health officials, staff and families immediately of any exposure to a positive case of COVID-19 and maintain confidentiality.
- Monitor staff and students throughout the day for signs of illness; send home students and staff with a fever of 100.4 degrees or higher, cough or other COVID-19 symptoms.
- Policies should not penalize students for missing lessons.

9. Plan for When a Staff Member or Student Becomes Sick

- Establish procedures to arrange for safe transport home or to a healthcare facility, as appropriate, when an individual is exhibiting COVID-19 symptoms:
  - Fever
  - Cough
  - Shortness of breath or difficulty breathing

    - Chills
    - Repeated shaking with chills
    - Fatigue
    - Muscle pain
    - Headache
    - Sore throat
    - Congestion or runny nose
    - Nausea or vomiting
    - Diarrhea
    - New loss of taste or smell
- For serious injury or illness, call 9-1-1 without delay. Seek medical attention if COVID-19 symptoms become severe, including persistent pain or pressure in the chest, confusion, or bluish lips or face. Updates and further details are available on CDC's webpage.
- Notify local health officials immediately of any positive case of
- COVID-19, and exposed staff and families as relevant while maintaining confidentiality as required by state and federal laws.
- Close off areas used by any individual suspected of being infected with the virus that causes COVID-19 and do not use before cleaning and disinfection. To reduce risk of exposure, wait 24 hours before you clean and disinfect. If it is not possible to wait 24 hours, wait as long as practicable. Ensure a safe and correct application of disinfectants using personal protective equipment and ventilation recommended for cleaning.
- Advise sick staff members and students not to return until they have met CDC criteria to discontinue home isolation, including at least 3 days with no fever, symptoms have improved and at least 10 days since symptoms first appeared.
- Implement the necessary processes and protocols when a training facility has an outbreak, in accordance with CDPH guidelines.
- Investigate the COVID-19 illness and exposures and determine if any work-related factors could have contributed to risk of infection. Update protocols as needed to prevent further cases.
- Update protocols as needed to prevent further cases. See the CDPH guidelines, Responding to COVID-19 in the Workplace, which are incorporated into this guidance and contain detailed recommendations for establishing a plan to identify cases, communicating with workers and other exposed persons, and conducting and assisting with contact tracing.

10. Maintain Healthy Operations

- Monitor staff absenteeism and have a roster of trained back-up staff where available.
- Monitor the types of illnesses and symptoms among your students and staff to help isolate them promptly as needed.
- Designate a staff liaison or liaisons to be responsible for responding to COVID-19 concerns. Workers should know who they are and how to contact them. The liaison should be trained to coordinate the documentation and tracking of possible exposure, in order to notify local health officials, staff and families in a prompt and responsible manner.
- Maintain communication systems that allow staff and students to self- report symptoms and receive prompt notifications of exposures and closures, while maintaining confidentiality.

Bowling Centers of Southern California

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