

**SFYC Youth Sailing Program Rules and Procedures**  
**As of September 1, 2020**

(Updated September 3, based on new County and State guidelines)

The following rules, protocols and procedures relate to the current COVID-19 health situation, and this is the SFYC Youth Program's operational requirements document, to be shared with all participants. All program participants and employees must follow the rules and procedures set forth herein, as well as all on-site signage. Failure to do so poses an increased health risk, and will result in immediate disciplinary action up to dismissal from the Program. Please follow the directions of all SFYC employees and volunteers. More operational information is available in SFYC Youth Sailing's Site-Specific Protection Plan, as required by Marin County Health Order. ***Text below in bold italics is new and different from the previous "Summer County rules," which were replaced on September 2 by State Guidelines.***

Participant/Family Requirements

- 1.) Review and sign 2020 sailor waiver prior to or upon arrival on site.
- 2.) Have access to the SFYC Youth Sailing Site-Specific Protection Plan (posted on site and online).
- 3.) Evaluate participant's health status daily prior to arrival at SFYC, along CDC guidelines: fever, cough, shortness of breath, etc. Notify SFYC of any COVID-19 positive tests in your household immediately, and do not come to the Program.
- 4.) All participants must have face coverings with them from home, and will be required to wear them except under specific circumstances outlined below.
- 5.) ***Individual days may be missed, but sailors cannot start a session after the first week. However, sessions must be paid in full, no prorating.***
- 6.) ***Parents may not enter the signed Restricted Areas, except when specifically requested to do so by SFYC management to briefly assist with their own child's boat. SFYC Members may use the rest of the SFYC facility, following the current Club Special Rules. Non-members must drop their sailor and leave the facility until pickup.***

Special Participant Procedures and Protocols

- 1.) Follow check-in procedure:
  - Arrive and pick up in your scheduled time window. (If you arrive outside your window, you may be required to park and stay in your vehicle until summoned by a staff member.)
  - Have temperature taken, and have parent/guardian verify participant is non-symptomatic that morning, or ***self-certify if driving yourself.***
  - Proceed directly to team "Meeting Place" ***and/or rigging zone.***
- 2.) Participants must remain in their assigned class ***group of 14 or fewer participants***, with their assigned coach(es) at all times. ***Everyone must maintain 6 feet of separation at all times, no rigging or launching assistance. Classes where sailors cannot rig by themselves will have instructors prepare, rig and launch boats as needed.***
- 3.) All participants are required to wear face coverings at all times on land and the docks. Face coverings may be removed while sailing, after leaving the dock.

## Employee Procedures and Protocols

- 1.) Have temperature taken at beginning of shift by manager *or self*, and verify they are non-symptomatic that morning. Report any update in symptoms immediately.
- 2.) Wear provided, or approved alternate, face covering at all times when on *land and docks*. Wash hands often, especially after rigging boats and touching other people.
- 3.) Whiteboards and pens will be provided in each team “Meeting Place.” *Equipment must be sanitized after use.*
- 4.) Sailboats and their associated parts and equipment are assigned to participants, or privately owned, to be used for the duration of the session with no trading.
- 5.) Move groups of boats together to their assigned docking area at the assigned time.
- 6.) Instructor cleaning/sanitizing protocols:

### Sailboats

- Rig all boats within group, in designated rigging zones at designated times. Same at end of day. Equipment for each group must be stored in its designated area and cannot be shared.
- Do not interact with or assist other groups, except in an emergency.
- Perform or supervise enhanced cleaning with soap and water of all surfaces of sailboats that were used, at the end of each day.

### Powerboats

- Do not switch powerboats without management consultation and sanitizing procedure.
- Fuel team will inventory and maintain powerboat fuel levels, but let them know your needs.
- Launch and pull powerboats on assigned schedule with assigned partners, *if instructed to do so.*

### General

- Sanitize your assigned “Meeting Place” as needed, along trained guidelines.
- Restrooms will be sanitized by Housekeeping staff *frequently.*

## COVID-19 Symptoms or Diagnosis Protocols

- Anyone (employee or participant) who begins showing symptoms must let their coach or manager know and be moved to the designated “Separation Space” as soon as possible, and arrange to go home, with as few interactions with others as possible.
- A manager will assess the situation and, depending on the circumstances, will notify everyone in the associated Stable Group, and may cancel the remainder of that Group’s session until adequate testing and tracing can be done, along Marin HHS guidance.
- Additional cleaning will be done to all the equipment associated with that individual’s Group as soon as recommended.
- If a COVID-19 positive diagnosis is received from anyone associated with the Program, additional closure and testing measures may be undertaken, based on County of Marin Public Health being notified of all positive COVID-19 cases and subsequently providing assistance in the assessment of potential exposures, and any recommended testing, quarantine, or isolation instructions. Based on this assessment Group or other closures and/or cancellations may be warranted.
- Tuition refunds for any participant affected by any closures will be assessed on a case-by-case basis under the circumstances, with the understanding that refunds may be appropriate for services cut short or cancelled.