



NATIONAL COVID-19 GUIDELINES

Please note: These COVID-19 Guidelines are subject to change as new information emerges. We will operate in compliance with current local government restrictions and guidelines.

The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. **COVID-19 is extremely contagious** and spreads mainly via person-to-person. As a result, federal, state, and local governments and health agencies recommend mask-wearing, social distancing and have prohibited the congregation of large groups of people.

Mandatory Guidelines:

- **Everyone who attends an ACEing Autism program is at risk and is required to sign a COVID-19 Liability Waiver prior to participating.** Please keep in mind that the risk associated with COVID-19 increases for those individuals in the “high-risk health category” as outlined at the end of this document.
- If a participant requires hand-over-hand instructional support, is prone to wandering, running-off, or requires constant supervision of social distancing, the parent/guardian will be expected to come on the court to provide that support to their child. This practice reduces the risk of spread.
- Every Program Director must follow the ACEing Autism COVID-19 Guidelines as well as the guidelines for the facility at which the program is running. If there is a conflict between the two sets of guidelines about any particular aspect, the most restrictive guidance regarding that aspect must be followed.

Attendance Guidelines:

- You **must** stay home if the following have occurred in the 14 days prior to the clinic or anytime during the session:
 - Symptoms including: fever, cough, sore throat, nausea, vomiting, diarrhea, abdominal pain, rash, bloodshot eyes, chills, muscle pain, headache, loss of taste or smell, and/or shortness of breath.
 - A health check should be performed before leaving home for the clinic. This should include a temperature and symptom check.
 - Have been in contact with someone who has tested positive with COVID-19.
 - Have traveled (domestically and/or overseas).
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 - Have attended a large gathering where people are not socially distancing and/or wearing masks consistently (i.e. church, party, wedding, etc.).
 - Exceptions include: attending school and/or study pods as long as the school/pod follows CDC guidelines.
- Only one parent/guardian may come to the clinic with a registered participant.



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- Siblings may not come to the clinic (This does not apply to siblings that are registered participants or volunteers of the program).

Notification Guidelines:

If you or a member of your family/ household become sick with, and/or tests positive for, COVID-19 within 14 days prior to participating in a clinic or at any time during the session, it is vital that the Program Director be notified *immediately*.

Basic Protections and Guidelines

- Arrive as close as possible to the start of clinic. Do not enter the facility more than 5 minutes prior to the start of the clinic.
- Maintain 6 feet of separation from others at all times.
- Wash your hands before and after each clinic. Utilize hand sanitizer as necessary throughout the clinic. ACEing Autism will supply hand sanitizer on the court, however, it is also recommended that you carry your own.
- Participants are highly encouraged to wear masks. All other individuals must wear masks at all times.
- Avoid touching your face, especially your eyes, mouth, and nose.
- All coughs and sneezes should be covered and done into your elbow.
- Avoid touching any shared surfaces with your hands (gate, net posts, chairs, benches, etc.)
- Do not touch any shared surfaces and/or equipment that is not your own. If done so accidentally notify the Program Director so that they can be sanitized immediately.
- Exit courts and leave the facility immediately following the end of the clinic. Do not stay and congregate.

Clinic-Specific Guidelines:

- Participants and volunteers should bring their own tennis racquets if they have one. Borrowed racquets will be disinfected between clinics.
- Bring a filled water bottle. Water will not be available on the courts.
- Parents (that are not on the court volunteering) should observe the clinic from outside of the court.
- No more than 9 people may occupy a single court at a time:
 - No more than 1 Program Director may occupy a single court at a time.
 - No more than 4 participants may occupy a single court at a time.
 - No more than 4 volunteers may occupy a single court at a time.
 - If a parent/guardian is needed on court to assist their child, they will then be counted as a volunteer and one of the volunteers already on the court must step off the court.
- No more than 2 participants to a mini-net at a time.
- Tennis balls may only be touched by designated volunteers. All other individuals may push the balls with their feet or racquet.



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Program Director Guidelines:

A COVID-19 safety plan must be in place, including risk controls for any staff that is on site.

- Program Directors must check in weekly with ACEing Autism National Staff for the duration of the session.
- Program Directors must wear a mask throughout the duration of the clinic, and ensure all volunteers and parents/guardians do the same.
- Taking attendance of participants, parents, and volunteers is mandatory at every clinic. This is vital to source tracing should someone involved with the program become infected.
- Be aware of the entire court and explain/enforce social distancing guidelines at each clinic.
- If possible, keep the same volunteers on the same court for all clinics.
- Use place marker lines to ensure as much space between participants as possible on each court.
- If not already done so by the facility, block off / rope off benches and chairs so they cannot be used.
- For programs that run multiple clinics back-to-back:
 - Lengthen the time in between each clinic to ensure no crossover between participants and parents. (e.g. Try a 45 minute class, then hold a 15 minute break, and then start the next 45 minute clinic.)
 - Consider ways to control the flow of traffic (e.g. have participants enter courts from the North and exit courts to the South).
- Avoid activities, exercises, and drills in which participants would be too close to each other. (e.g. Pancake game)
- Form a big circle keeping 6 feet separation between participants for the final cheer.

Tennis Equipment:

- Program Directors will sanitize, with alcohol-based disinfectant, all equipment used after each clinic (e.g. lines, dots, tees, nets, rackets, racquets, towels, lines, nets, balls, etc).
- Only Program Directors and designated volunteers should handle equipment or pick up tennis balls.
- Limit the use of non-essential equipment.
- Participant note card information must be verbalized to volunteers before the clinic starts.
- When possible, use one-use name tags (create and distribute with gloves). Reusable name tags must be sanitized.
- Program Directors will replace all balls if someone who has or is suspected to have COVID-19 comes in contact with them.



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Clean Environment:

ACEing Autism will provide the program with the following:

- Hand-sanitizer
- Sanitizing wipes
- Sanitizing spray

If not already done by the facility, the following surfaces will be cleaned by the Program Director:

- Entrances and exits
- Gate locks
- Net posts and net tapes

Contact Tracing Protocol:

Will be in effect at all program locations, with details distributed to Program Directors.

High-Risk Health Category

Who is most at risk of severe illness from COVID-19?

The key determinant of COVID-19 becoming a severe illness is the existence of underlying medical conditions, especially if these conditions are not well controlled.

Medical Conditions

Relevant conditions include, but are not limited to:

- serious respiratory diseases such as chronic lung disease or moderate to severe asthma;
- serious heart conditions;
- immunocompromised conditions or those that can cause a person to become immunocompromised, including, but not limited to cancer treatment, smoking related illnesses, bone marrow or organ transplantation, hematologic neoplasms, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications (such as disease-modifying anti-rheumatic drugs);
- severe obesity (body mass index [BMI] of 40 or higher);
- diabetes;
- chronic kidney disease and people undergoing dialysis;
- liver disease.

Those over 60

Those over 60, in particular those who have underlying health issues, including respiratory issues that make them more vulnerable to COVID-19.



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Residents of aged care facilities

Aged care facilities are susceptible to the rapid transmission of viruses like this. Residents are more susceptible to illnesses due to their age and they are also more likely to have underlying health conditions.

Pregnant women

Pregnant women should take extra precautions and keep themselves well at a time when the growing baby means higher oxygen demands on the mother.