



COVID-19 Policies and Procedures

ABOUT THIS GUIDE

National Sports Center for the Disabled (NSCD) values the health and safety of our staff, guests, and community. In response to COVID-19, we are demonstrating this commitment with the development of policies and procedures across all our operations. These policies and procedures have been developed after in-depth research, thoughtful discussions and deliberations along with guidance and expertise from Winter Park Resort (WPR), Alterra Mountain Company, Centers for Disease Control and Prevention (CDC), Colorado Department of Public Health and the Environment (CDPHE), Occupational Safety and Health Administration (OSHA) and our local public health agencies and are intended to comply with all state and local laws.

As requirements and guidance change, we will work closely with WPR and our local health authorities to update these protocols and adjust our operations to protect our staff, guests, and our community. NSCD will follow all operating guidelines outlined in the Winter Park Resort Playbook as approved by Grand County Health Department. The Winter Park Resort COVID-19 Response Playbook can be viewed by [clicking here](#).

Included in this guide are requirements to meet and steps that should be implemented as programs and return to work resume. These include cleaning/disinfecting procedures, the use of face coverings, COVID-19 screenings, distancing, etc.

The National Sports Center for the Disabled may cancel programs at any time due to COVID-19 exposure or related safety issues, WPR closures or County/State mandates.

Questions about the content of this guide should be directed to the Operations & Communications Director.

VOLUNTEERS RETURN TO PROGRAM CRITERIA

All volunteers are expected to adhere to the following protocols, along with current mitigation plans, while conducting lessons for the NSCD. Noncompliance will be addressed and disciplinary actions, up to and including termination, may occur.

COVID-19 VACCINATION POLICY FOR VOLUNTEERS

By November 1, 2021, or prior to being on-site at the NSCD, the NSCD will expect all volunteers that have direct contact with participants to either (a) establish that they have been fully vaccinated; or (b) obtain an approved exemption. The process for seeking an exemption is explained below. For the purposes of this policy, an individual is considered fully vaccinated two weeks after receiving the second dose of a two-dose vaccine (Pfizer or Moderna) or one dose of a single-dose vaccine (Janssen) and remain current with any future required doses or boosters.

Individuals who do not fulfil one of these two requirements will not be able to volunteer at the NSCD in a position that has direct participant contact.

To establish that they are fully vaccinated, volunteers will sign a vaccination attestation during registration (or during check-off process) and must present one of the following for inspection by the Volunteer Services Manager or Coordinator during the Volunteer training check-off process:

- CDC COVID-19 Vaccination Record Card or photo of the card
- Documentation of vaccination from a health care provider or electronic health record
- State immunization information system record

The NSCD will treat all such information as confidential.

REQUESTS FOR EXEMPTIONS

To assist any volunteer who is disabled, has a qualifying medical condition that contraindicates the vaccination, or who objects to being vaccinated on the basis of sincerely held religious beliefs and practices, the NSCD will engage in an interactive process to determine if an exemption can be provided so long as it does not create an undue hardship for the NSCD and/or does not pose a direct threat to the health or safety of others in the workplace and/or to the employee. This process will involve exchanging information about the reasons for the request. To request an exemption for one of the above reasons, please notify Human Resources in writing at manderson@nscd.org.

A volunteer who has been granted an exemption from this policy must show a negative COVID-19 test result from within 72 hours of volunteering to the Volunteer Services Manager prior to volunteering and must wear a face covering at all times while on-site at the NSCD.

Face Coverings: All NSCD volunteers are required to wear an acceptable personal face covering when required.

- a. Face coverings need to cover both the nose and mouth and not have gaps around the face.
- b. NSCD volunteers will follow face covering policies at WPR, Empower Field or any other venue for NSCD related events or competitions.
- c. Face coverings are required indoors with participants or in high density areas.
- d. Face coverings are encouraged but not required outdoors.
- e. Face coverings are encouraged but not required at other events.
- f. Face coverings are not required when at a program and on the water, sitting down to eat or drink, or when a mask would interfere with receiving medical treatment.

Hand Hygiene: Volunteers are encouraged to increase the use of hand sanitizer and wash hands with soap and water for at least 20 seconds throughout the day and after contact with guests.

Physical Distancing: Volunteers are encouraged to maintain appropriate physical distance (minimum of 6 feet) from others when feasible and at all times when not involved directly with a participant lesson. Physical contact, such as shaking hands, high fives, hugging, etc. must be avoided. (See PPE requirements)

Training: All volunteers will go through broad COVID training that concludes with an assessment and acknowledgment. They will also have department specific COVID training.

Transportation: The NSCD will not provide transportation for volunteers to programs. Exceptions will be considered on a case-by-case basis and must be approved by the Operations and Communications Director.

PERSONAL PROTECTIVE EQUIPMENT (PPE)

Volunteers should clean or replace face coverings/face shields daily. Volunteers must carry replacement face coverings to be used if a mask gets wet and is no longer usable.

- The NSCD will have extra disposable face coverings available in case of an emergency.
- The NSCD will have clear face coverings available for staff working with participants with hearing and other communication disabilities.
- The NSCD will have face shield/glasses if requested.
- The NSCD will provide volunteers protective gloves for activities that require their use, such as, but not limited to cleaning program equipment, shared workspaces, etc. Volunteers should not rely on the use of gloves in lieu of handwashing and sanitizing on a regular basis.
- The NSCD will post instructions and recommendations on the use of all required PPE and provide instructions from the CDC, OSHA, CDPHE and others on the safe use of PPE at offices and program sites.