



# AKRON AREA YMCA

## FACE COVERING POLICY

Revised 02/21/2022 | Handbook 4.8a

### INTRODUCTION

This policy applies to all YMCA staff members required to wear a face covering, unless an exemption has been approved for that staff member by Human Resources. This policy is intended to comply with OSHA's Emergency Temporary Standard on Vaccination and Testing (29 CFR 1910.501), guidelines from state and local health departments, and guidelines from the Center for Disease Control (CDC). This policy shall apply during the current COVID-19 pandemic and from time to time thereafter, as may be determined by the YMCA.

### EFFECTIVE DATES

- **CHILDCARE STAFF** (effective 02/21/2022): Face Coverings optional (not mandatory), for childcare staff in programs such as Early Care & Education, Before & After School Education (*not on school grounds*), Camps, and Child Watch.
- **BASE CHILDCARE STAFF ON SCHOOL GROUNDS** (effective 02/21/2022): Face Covering requirements will be determined by the host school district and will reflect that school district's policies at all times while on school grounds.
- **STAFF ENDING ISOLATION or QUARANTINE** (eff 01/03/2022): This policy applies to staff ending Isolation or Quarantine for COVID-19 for 5 full days.
- **ALL STAFF MEMBERS** (eff 06/01/2020) any staff member may wear a face covering for the purpose of the health and safety of themselves and others at any time regardless of vaccination status.

### KEY TERMS

- **FACE COVERINGS** must meet the following criteria:
  - i. Fit snugly over the nose, mouth, and chin with no large gaps on the outside of the face;
  - ii. Be made with two or more layers of a breathable fabric that is tightly woven (i.e., fabrics that do not let light pass through when held up to a light source);
  - iii. Be secured to the head with ties, ear loops, or elastic bands that go behind the head. If gaiters are worn, they should have two layers of fabric or be folded to make two layers; and
  - iv. Be a solid piece of material without slits, exhalation valves, visible holes, punctures, or other openings.
- **FACE SHIELDS** are a type of face covering that include clear face coverings or cloth face coverings with a clear plastic panel that, despite the non-cloth material allowing light to pass through, otherwise meet these criteria and which may be used to facilitate communication with people who are deaf or hard-of-hearing or others who need to see a speaker's mouth or facial expressions to understand speech or sign language respectively.

### APPEARANCE

Face Coverings must be professional in appearance, be non-disruptive to the workplace, and adhere to handbook policy 3.12 Professional Appearance & Dress Code. Face Coverings must not obscure the wearer's eyes or forehead.

### FACE COVERING SOURCE

The YMCA will provide face coverings upon request. Employees provide their own face coverings provided they comply with the criteria provided. The YMCA will not reimburse for the cost of employee provided face coverings.

### EXEMPTIONS

- a. When a staff member is alone in a room with floor to ceiling walls and a closed door;
- b. For a limited time, while an employee is eating or drinking at the workplace and at least 6 feet from others;
- c. When communicating with someone who is hearing impaired or has another condition exists where seeing the mouth is essential for communication;
- d. **Lifeguards** should not wear a face covering when on-duty and "rescue ready" but must at all other times.
- e. **Swim Instructors** should not wear a face covering when instructing but must at all other times.
- f. **Group Exercise Instructors** may choose whether or not to wear a face covering while instructing but must at all other times. Instructors choosing to not wear a face covering must be at least 10 feet away from others while instructing.
- g. Other exemptions require prior written approval by Human Resources. Exemption requests will be considered on a case-by-case basis in accordance with applicable laws, regulations, and the Akron Area YMCA's policies and procedures.

### ENFORCEMENT

Managers are responsible for enforcing this policy. Any staff member not wearing a Face Covering in accordance with the directives contained in this policy will be required to immediately comply or will be asked to leave YMCA property. Willful or repeated failure to comply with this policy may subject a staff member to discipline up to and including termination.

### PRIVACY & NO GOSSIP POLICIES

Privacy is an important issue when dealing with community illness and is addressed in the YMCA's personnel policy "Section 10: Internal Privacy Policy" and in "Section 3.14: No Gossip Policy". Staff members should not discuss personal information, including medical information, with anybody other than their supervisor or human resources; and then, only if the information is relevant to work and safety at the YMCA.