

COVID-19 Youth Trip Guidance for Parishes and Schools

Diocese of Manchester

Background

This guidance was developed to provide direction to parishes, schools, and other diocesan organizations that desire to sponsor or support youth day or overnight trips. This direction is based on current parish COVID-19 guidance that can be found at <https://catholicnh.org/covid19-parish> and the State of New Hampshire [Universal Guidelines](#). Additional information from the CDC on travel in general can be found at [CDC Travel During COVID-19](#).

New Hampshire Guidelines

All New Hampshire COVID-19 [Universal Guidelines](#) must be followed.

Child Safety

All Diocese of Manchester policies for child safety must be strictly observed. These can be found here: <https://www.catholicnh.org/family2/youth/child-safety/>

Diocesan Policies for Permissions, Waivers, and Insurance

All standard diocesan policies must be followed as contained in Quadra. Permission forms, insurance, and waivers for volunteers and participants must be obtained per the policies. Sample templates can be found on Quadra. Permission forms should also include an understanding on how the child will be picked up by a parent or family member if they develop COVID-19 symptoms or fail a screening test during the trip. Contingency arrangements should be in place for staff members and volunteers, should they develop COVID-19 symptoms or fail a screening test.

Travel Restrictions

Travel is not allowed outside of the New England States. Destination state and local guidelines, precautions, and regulations for out-of-state visitors must be observed.

Venue/Event Considerations

Given that the state of COVID-19 in New Hampshire, New England and throughout the country can change rapidly, caution is encouraged when booking youth events in advance. Deposits should be refundable, or at the very least, able to be applied to future event. In a similar way, policies should be developed for the return of funds to participants who exhibit COVID-19 symptoms, test positive for COVID-19, or do not pass the screening process (see below) and therefore would be unable to join the trip.

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Screening and Illness during the trip

Immediately before traveling, and each morning during an overnight trip, participants, staff and volunteers must be screened for COVID-19 following the New Hampshire [Universal Guidelines](#). See the Appendix for questions and sample form. If, before leaving, any question is yes, or if they have a temperature of 100.4 or higher, then they must not participate in the trip. If during the trip any question is yes, or if they have a temperature of 100.4, or they exhibit any COVID-19 symptoms, they must be isolated and return home by private transportation. It is important to make arrangement with each parent in advance so that, in the event their child does not pass a screening, or exhibits COVID-19 symptoms, a family member is able to pick them up. Arrangement should be made in advance for staff and volunteers as well. A noncontact thermometer should be available for screening.

Precautions

The following precautions must be observed.

- All participants, staff, and volunteers must wear masks that cover both the nose and mouth at all times, except when eating or sleeping. They should bring enough masks so that a new or cleaned cloth mask can be used each day. Trip organizer should also have spare masks available in the event a mask becomes lost, damaged, or forgotten.
- All participants, staff, and volunteers should be encouraged to frequently wash their hands with soap and water for 20 seconds (see <https://www.cdc.gov/handwashing/when-how-handwashing.html>). Hand sanitizer should be used if hand washing is not available. The sanitizer must contain at least 60% alcohol. Extra hand sanitizer should be available should participants, staff or volunteers forget, or run out of their supply.
- Six feet social distancing must be maintained at all times, except among members of the same family.

Buses

Buses may be used if current diocesan policies for insurance, contracts, waivers, and guidelines are followed. These can be found on Quadra. Additionally, the bus company must follow all CDC, state, and industry guidelines for operating during the COVID-19 pandemic. This should include:

- Regular disinfection of the bus before use, throughout the trip, and each day before use.
- Wearing of masks by driver and all passengers.
- Social distancing on the bus by only allowing one person per seat and only using every other row. Family members may sit together.
- Food should not be allowed on the bus. Water may be allowed.

See busing information from the [CDC in their K-12 Guidance](#)

Sporting events

If this is a team traveling to participate in a sporting event, then, in addition to this guidance, the [New Hampshire Amateur and Youth Sports Guidelines](#) must be followed.

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Assistance Contacts

For more information or assistance, please contact any of the following individuals

- Meredith Cook, Chancellor (mcook@rcbm.org, 603-663-0148)
- Dennis Honan, Director Operations and Administration (dhonan@rcbm.org, 603-663-0112)
- Mary Ellen Mahon, Cabinet Secretary for Catholic Formation, (memahon@rcbm.org, 603-663-0159)

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Sample COVID-19 Screening Form

Today's Date: _____

Your Name: _____

Event: _____

Temperature? _____.____ Taken By: _____

Your complete honesty will help keep others safe – we are all in this together and it is important that we take care of each other. Thank you!

		Yes	No
1	Do you have any of the following symptoms of COVID-19: a. Fever (a documented temperature of 100.4 degrees Fahrenheit or higher) or are feeling feverish, including chills, or shaking; b. Respiratory symptoms such as a runny nose, nasal congestion, sore throat, cough, or shortness of breath; c. General body symptoms such as muscle aches, chills, and severe fatigue; d. Gastrointestinal symptoms such as nausea, vomiting, or diarrhea; or e. Changes in your sense of taste or smell?	<input type="checkbox"/>	<input type="checkbox"/>
2	Have you been in close contact with someone who is suspected or confirmed to have had COVID-19 in the past 14 days? Close Contact is being within 6 feet for 10 minutes or longer of another person regardless if anyone was wearing a mask. The 10 minutes of contact can be at one time or cumulative over the course of a day. Close contact does not include brief contact with a person. Suspected COVID-19 is anyone that has any new unexplained symptoms of COVID-19 (as shown in question 1), but has not been tested.	<input type="checkbox"/>	<input type="checkbox"/>
3	Have you traveled in the past 14 days outside of New Hampshire, Vermont, Maine, Massachusetts, Connecticut, or Rhode Island (this includes any international travel, or travel by cruise ship, or any domestic travel within the US outside of New England regardless of the mode of transportation)?	<input type="checkbox"/>	<input type="checkbox"/>
4	Have you tested positive for COVID-19 within the last 14 days (from your test date or the date symptoms first appeared)?	<input type="checkbox"/>	<input type="checkbox"/>

Signature: _____