

McCurdy Ministries Community Center COVID-19 Safety Plan

For Local Volunteers

(Local Volunteers: Any New Mexico resident who provides volunteer assistance to McCurdy Ministries Community Center and who does not require overnight accommodations)

Adopted June 17, 2021; Updated March 24, 2022

NAME OF FACILITY: McCurdy Schools of Northern NM / McCurdy Ministries Community Center

ADDRESS: 362A S. McCurdy Rd., Española, NM 87232

PHONE NUMBER: (505) 753-7221, ext. 210

NEW MEXICO RESOURCE INFORMATION:

CONTACT NAMES	TELEPHONE NUMBERS
Local Department of Health (DOH)	505-753-3143
NM Coronavirus Health Hotline	1 (855) 600-3453
NM Coronavirus Information Hotline	1 (833) 551-0518
Alfredo Montoya, Fire Marshal County Emergency Manager	505-747-6367 ext. 5339
Patricia A. Alvarado, MMCC Executive Director	505-753-7221, ext. 210
Eufemia Romero, Administrative Assistant	505-753-7221, ext. 210
Denise London, Business Manager	505-753-7221, ext. 264
Lawrence Martinez, Maintenance Director	505-412-0436

INTRODUCTION

As a part of the United Methodist Church, McCurdy Ministries Community Center (MMCC) has been called to serve the children, youth, and families of the Española Valley for more than 100 years. The first general rule of our ministry is to “do no harm”. Therefore, we want to do everything possible to keep our local volunteers safe while also ensuring the safety of the people we serve. One of the worst unintended effects of this COVID-19 pandemic would be to spread this infectious disease to the people we serve.

SUMMARY OF FLEXIBILITY

McCurdy Ministries Community Center (MMCC) has adapted the following protocols for ensuring the health and safety of staff, children, youth, families, and volunteers as well as visitors to our campus. The protocols are guided by the New Mexico Early Childhood and Care Department (NMECED), the Department of Health (DOH), and the Centers for Disease Control and Prevention (CDC).

Specifically, this new COVID-19 Safety Plan has been developed to nurture a responsive relationship with others by providing: *a high-quality supportive environment, targeting socio-emotional support and intensive intervention with parents, youth, and children as needed. As we develop our programs’ COVID-19 safety protocols, we will strive to meet the needs of the community while providing a safe environment for all.*

SPECIAL NOTE: As conditions change, these protocols will be updated to remain current with CDC and New Mexico Department of Health (NMDOH) guidelines. These guidelines will be revised as needed. Remember: staff members, volunteers, and guests may be in close proximity to guests or children who are not yet eligible to receive

any of the COVID-19 vaccines; therefore, our efforts will be to consistently ensure the well-being of the children, youth, and adults whom we serve through McCurdy Ministries Community Center.

BASIC PREVENTATIVE MEASURES

Basic preventative protocols include:

- Frequent handwashing with soap and water for at least 20 seconds is recommended.
- If soap and water are not readily available, hand sanitizer that is at least 60% alcohol can be used.
- Coughs and sneezes should be covered with a tissue or the inside of your elbow.
- Used tissue should be thrown in the trash, and hands washed immediately with soap and water for at least 20 seconds.
- Students and volunteers are not allowed to drink from building water fountains or sink faucets.
- Volunteers and guests as well as students are advised to bring a water bottle with enough water to last them through the day.
- Students, staff, and guests are allowed to eat in buildings ONLY in designated areas.
- If any person on campus has a temperature of 100.4 degrees or above, answers “YES” to travel questions, has been in contact with a COVID-19 exposed person, or discloses COVID symptoms as described by the CDC, that person will be required to immediately leave the campus and contact their primary care provider as soon as possible for advice and follow protocols for getting COVID-19 rapid testing.

LOCAL VOLUNTEERS

For our local volunteers, the following will apply:

- All volunteers must be fully vaccinated for COVID-19 and will provide a copy of the Vaccination Certificate for MMCC files prior to volunteering on campus. The only exceptions will be for medical reasons. All medical exceptions must be supported by documentation from a medical professional.
 - Note: CDC states: “People are considered fully vaccinated: 2 weeks after their second dose in a 2-dose series, like the Pfizer or Moderna vaccines, or 2 weeks after a single-dose vaccine, like Johnson & Johnson’s Janssen vaccine. If it has been less than 2 weeks since your shot, or if you still need to get your second dose, you are NOT fully protected.”
 - Also, the CDC recommends a booster dose at least 5 months after completing your primary COVID-19 vaccination series of Pfizer or Moderna vaccines, or 2 months after your Johnson & Johnson’s Janssen vaccine for optimal protection from the virus.
- All volunteers will take their temperature daily before reporting to work and anyone with a temperature of 100.4 degrees or higher cannot volunteer.
 - A log to record name, date, time, and temperature will be posted in the kitchen of the Business Office. All volunteers must record this information daily before serving on campus.
- All volunteers will provide their own masks and will wear their masks at all times while working on campus with volunteers, guests, staff, or students.
 - Volunteers are required to wear either a well-fitting disposable surgical mask, a KN95 mask, or a well-fitting NIOSH-approved respirator (including N95s), which offer the highest level of protection.
 - Note: Free N95 respirators have been distributed to pharmacies throughout the country. Three free N95 masks are available per adult.
 - Whichever mask you choose, the CDC states: “...it should provide a good fit (i.e., fitting closely on the face without any gaps along the edges or around the nose) and be comfortable enough when worn properly (covering your nose and mouth) so that you can keep it on when you need to.”
 - According to the NMDOH, “...everyone aged 2 years and older is recommended to wear a face covering when in public indoor spaces except when drinking, eating, or under medical instruction, regardless of vaccine status.”
- If a volunteer starts experiencing symptoms, they need to leave campus immediately, consult their primary care physician, and get tested for COVID-19.

- If the volunteer tests positive with COVID-19 within two weeks of serving on campus, they should notify McCurdy staff immediately.
- Likewise, McCurdy will notify the volunteers immediately if any member of staff tests positive with COVID-19 within two weeks of the volunteer's service date.
- All volunteers will wash their hands frequently, washing them constantly for a minimum of 20 seconds; hand sanitizer should be applied often.
- If working in a common area with other people, all volunteers will need to maintain a distance of 6 feet at all times.
- If any tools are used, tools must be sanitized before putting them away by either spraying or wiping down with a disinfectant cleaner that is effective for COVID-19.

OFF CAMPUS ACTIVITIES AND TRAVEL

While some of the protocols for travel and quarantine have been relaxed by our Governor, we strongly request that volunteers and employees maintain preventative and safety protocols while not on the McCurdy Campus. That means wearing a mask in public (i.e., restaurants, stores, tourist sites, etc.), practicing physical distancing, and avoiding indoor gatherings with people not in your household.

COVID-19 SCREENING QUESTIONNAIRE FOR LOCAL VOLUNTEERS

Even after following the protocols set forth by the CDC and the NMDOH, it is still possible to contract COVID-19 while visiting our site and working in the different buildings and grounds. McCurdy Ministries Community Center is following these guidelines to minimize the risk of transmission.

_____(Initial) I am fully immunized for COVID-19 and have provided a copy of my Vaccination Certificate to the MMCC Business Office. (Two weeks following a second dose in a 2-dose series, like the Pfizer or Moderna vaccines, or 2 weeks after a single-dose vaccine, like Johnson & Johnson’s Janssen vaccine. Also, it is recommended all volunteers get a booster dose at least 5 months after completing your primary COVID-19 vaccination series of Pfizer or Moderna vaccines, or 2 months after your Johnson & Johnson’s Janssen vaccine for optimal protection from the virus.)

_____(Initial) I knowingly and willingly consent to being on site to serve as a volunteer at McCurdy Schools of Northern NM, using the tradename McCurdy Ministries Community Center, during the COVID-19 pandemic. I understand that the COVID-19 virus has a long incubation period during which carriers of this virus may not show any symptoms and still be highly contagious.

_____(Initial) I understand that due to the frequency of visits by other volunteers or staff, the characteristics of the COVID-19 virus and the characteristics of being in the same space that others occupy or using the same tools others use, I have an elevated risk of contracting COVID-19 virus simply by being at McCurdy Ministries Community Center.

_____(Initial) I confirm that I am not presenting with any of these COVID-19 symptoms: sore throat, fever, shortness of breath, loss of taste or smell, runny nose, dry cough.

_____(Initial) I confirm that I have had a negative COVID-19 test results within the 24 hours.

_____(Initial) I confirm that I have not been in contact with a person who has been diagnosed with COVID-19 within the past 14 days.

_____(Initial) I verify that I have not traveled outside of the United States in the last 60 days.

It is my intent as a volunteer for McCurdy Ministries Community Center that I am agreeable to the following:

I acknowledge that I am aware that there are risks to me of exposure to directly or indirectly arising out of, contributed to, by, or resulting from an outbreak of any and all communicable disease, including but not limited to, the virus “severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2)”, which is responsible for Coronavirus Disease (COVID-19) and/or any mutation or variation thereof;

In consideration of having the opportunity to serve the ministry, and in acknowledging that I am aware of and willing to assume the risks associated with this activity, I hereby voluntarily agree to waive, hold harmless and indemnify and its trustees, agents, volunteers and employees from any and all claims, demands, damages and causes of action of any nature whatsoever arising out of ordinary negligence which I, my heirs, my assigns or successors may have against them for, on account of, or by reason of my participation in the ministry. I indicate my agreement to this hold harmless elective noted below.

Signature

Date