

# Caring For Young Minds



Conducting Campus Tours During a Pandemic  
COVID-19 Plan

Caring for Young Minds is committed to providing our students the best college tour experience and to help them make sound decisions about their college life. While it is a difficult task to decide whether to attend a college tour during these unprecedented times, we are here to help make those decisions easier. Our COVID-19 Plan outlines how we will conduct the college tour during a pandemic. Information provided in this plan reflects our country's current situation. Although we are experiencing hardships at this time, we must not allow this to interfere with the decision we make to attend college. The pandemic will be contained someday, but for now, our students must plan for their futures. The information provided in this document is adapted for the time in which we currently find ourselves. Things change rapidly during this pandemic and as restrictions and guidelines change, we will continue to update our plan to keep you informed.

We encourage students to visit college campuses virtually as this will provide you with an overview of the school. In fact, this is a great opportunity for many of our students to take advantage of programs being offered by our beloved Historically Black Colleges and Universities (HBCUs) during this pandemic.

The Caring For Young Minds COVID-19 Plan outlines our approach to conducting the tour. It takes a deep dive into all aspects of the tour to include:

- The College Tour
- Transportation
- Hotel Stay
- Dining
- Student Mixer
- The Job of the Chaperone
- Safety Procedures

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# The Tour



**April 9 - 16**

Cost: \$1050\*

**All-inclusive**

Luxury Motor Coach

Meals Provided

Top Hotels

Amusement Park Visit

Well-Trained Chaperones | Private Session with Admissions |  
Onsite Acceptance and Scholarships

All meetings are virtually and will be announced

\*Increase reflects changes due to COVID-19

**Caring For Young Minds  
2022 HBCU Tour**

**Southern University  
Xavier University  
Dillard University  
Alabama State University  
Tuskegee University  
Morehouse College  
Spelman College  
Clark Atlanta University  
North Carolina A&T University  
North Carolina Central University  
Shaw University**

## There are two phases of the College Tour

**Phase 1** - Meet with the admission's office. Students are escorted into an auditorium on campus and presented with all information about the school, including admissions, financial aid and campus life.

**Phase 2** - Walking Tour – the students are given a walking campus tour by the college students.

## Why should you attend an HBCU?

- A first-rate education
- Caring professors and faculty
- Classes and extracurricular activities tailored to like-minded individuals
- A supportive atmosphere
- Diversity
- Empowerment
- A chance to continue the legacy
- Alumni Associations for graduates of all HBCUs
- Scholarships and grants
- You'll be in good company

## Frequently Asked Questions!

**Transportation:** Luxury motor coach – Boys and girls travel separately.

**Hotel:** Students are housed four (2) per room and can select their own roommates.

**Food:** During campus tours, students eat at campus cafeterias. Off campus dining is done at buffet-style restaurants and fast-food restaurants. Snacks are also provided.

**Chaperones:** Chaperone ratio **1: 4**

**Medical Staff:** Two (2) Registered Nurses travel with the tour group. to assist with medical problems.

**Security Personnel:** We have 2 (two) off-duty police officers who travel with the tour.

You are allowed One (1) Piece of luggage and one book bag. You are welcomed to bring: Movies to share with the bus (G or PG13)

**Headphones** – should be always worn when listening to your personal music.

**Uniform:** You will be issued 4 t-shirts; you will be required to wear khaki-colored slacks/skirt or capris for young ladies only; 1 - black and white outfit; comfortable shoes; rain gear.

# Transportation



## Company:

Executive Motor Coach, Lancaster, PA

[www.executivecoach.net](http://www.executivecoach.net)

717-464-2767

**Knowledgeable and safe drivers** — Our ongoing driver training ensures your safety and satisfaction every time you choose Executive Coach.

**A clean and comfortable coach** — You can rest assured knowing your coach will be clean and comfortable as all of our coaches undergo our [10 Point Cleaning Program](#) after each trip.

**A dependable charter ride** — Since 1979, we've been providing [affordable bus charters](#) to local cities as well as throughout the Continental United States and Canada.

**Exciting charter bus excursions** — Through our [group transportation services](#) and [network of tour partners](#), you can design your perfect trip.



## Our *Extreme Clean* Commitment:

*Cleaning, Disinfecting and Protection*

### Ride Safe



Every motor coach is thoroughly cleaned and then disinfected before and after each use as follows:

- ✓ Removal of all dirt and debris, flooring mopped
- ✓ Daily focus on disinfecting high touch points such as entrance area handrails, parcel rack handrails and door latches, and window release bars, plus
  - Passenger seat headrests, armrests, seat belts and seat accessories
  - All surfaces in the restroom, including door handles
  - All surfaces within the driver's area



Onboard air quality is optimized as follows:

- ✓ Routine "fogging" of the entire coach. Kills 99.9999% of all germs and viruses.
- ✓ Cabin air completely exchanged with fresh, outside air approximately every 10 minutes
- ✓ HVAC system filters recirculated air with MERV 7 or higher rated filter media, removing respiratory droplets

### Ride Smart



- ✓ Hand sanitizers provided on board
- ✓ Passengers are encouraged to wear a face covering
- ✓ Our drivers are required to wear a mask while interacting with our passengers, but they may choose not to wear the mask while driving, as he/she will be facing forward and away from all other people, and a mask can be distracting while driving
- ✓ Maintain physical distancing as you enter and exit the coach
- ✓ PLEASE do not travel if you're sick – we can always help you another time

### Ride With Confidence

*We Can't Wait to  
Travel With You  
Again!*

- ✓ We consistently comply with guidance as provided by our industry associations, as well as the CDC, WHO and local governments
- ✓ Our drivers, technicians and staff have been trained in best practices, including those related to baggage handling
- ✓ Our additional investments in intensified cleaning and protection help ensure a sanitary environment

We are going the extra mile to keep our coaches clean and safe for you based on current federal guidelines.





# Bus Processes



## **Boarding the bus:**

Students will be required to board the bus by rooms accompanied by their chaperone. Each morning, as students board the bus, the chaperone would have administered temperature checks and have deemed all students to be free of a fever prior to boarding. All roommates will be required to check in at the bus together, however, it is not required that they sit together. Hand Sanitizer will be use by each person as we board the buses.

## **While On the bus:**

Students will be required to keep their mask on at all time. Students will not be permitted to share items with other students outside their room while on the bus. Each student is required to maintain their sitting area, by frequently cleaning around the area. All trash will be contained within trash bags which will be located throughout the cabin.

Students may bring items on the tour which will aid in their comfort, i.e. pillows, blankets, etc. Each student must wear earphones when listening to music or watching movies on their personal devices.

Bathroom facilities will be available on the bus and students will be required to wipe down high-touch areas as they enter and leave the facility. Hand sanitizer is a must-have item for all students and will require frequent use.

## **Disembarking the bus:**

When leaving the bus for restroom stops and or dining, students will be required to use hand sanitizer when leaving and boarding the bus.

At the end of the night, prior to leaving the bus, students will be required to wipe down all surfaces in their area, which includes any high-touch areas. Secondly, they will be asked to store all personal items that they will not be taking into the hotel, in the overhead compartments as the bus will be sanitized by the driver at the end of the night.

Once students leave the bus, they will not be allowed to enter the bus until the next morning.

## **Luggage handling:**

The Caring For Young Minds staff will spray each piece of luggage with a disinfectant prior to loading the bus. We suggest the luggage be of a non-porous nature. All luggage will be placed in a specific area each day and loaded by the CFYM staff and volunteers. Each student will be responsible for their own luggage once it is off the buses.

Students will not be able to access their luggage between hotel stops, so please ensure you have taken all items, including medicine, out of your luggage prior to storing it under the bus.

# Lodging (Hotel Stay)

Caring For Young Minds (CFYM) continues to develop and update our COVID-19 Plan per instructions and guidance from the CDC and local governments. For our accommodations, we have contracted with the Marriott and Hilton chain of hotels because we trust their ability to provide a safe and clean environment for our students and staff. Visiting a hotel during a pandemic can be frightening to anyone who has not been updated with information about the Hotel's cleaning guidelines or have not been following the information posted by the CDC. The hotel industry is required to adhere to certain guidelines implemented by the federal government and its local jurisdiction as it relates to providing services to the public. The following information outlines how CFYM will implement the hotel process as it relates to our stay, cleaning, and the hotel preparing for our arrival.

## Hotels:

### Marriott and Hilton Properties

Date	Location
April 9 -10	Courtyard by Marriott Covington 101 North Park Blvd Covington, LA 7043
April 11	Tru by Hilton 2633 Legends Parkway Prattville, AL 36066
April 12	Sheraton Atlanta Hotel 165 Courtland Street, NE Atlanta, GA 30303
April 13	Spring Hill Suites by Marriott 8700 Research Drive Charlotte, NC 28262
April 14	Fairfield Inn and Suites 10040 Sellona Street Raleigh, NC 27617

## Accommodations (arrangements)

Caring For Young Minds normal process is to house students four (4) per room. However, due to new guidelines, students will be assigned two (2) per room in order to eliminate bed sharing and the spread of the coronavirus. Each student will be provided their own sleeping accommodations within the room. Caring for young minds will assign rooms, however, students will be allowed to choose their own roommate. Each room will be assigned a chaperone who will be responsible for the students the entire time while on tour.

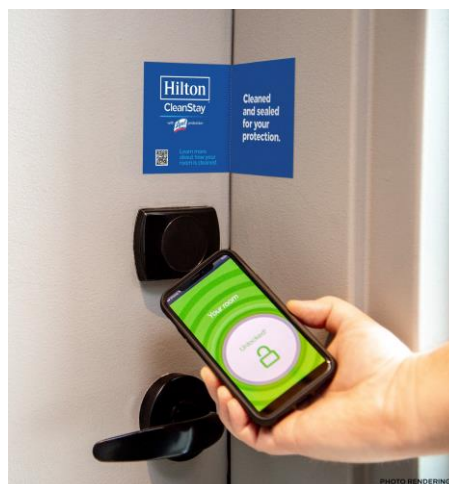
## Arriving at the hotel

Contactless check-in. Upon arrival to each hotel, all students and staff are given a briefing about dos and don'ts while at the property. In addition, information about safety and cleanliness will also be discussed prior to students being dismissed to their rooms. At each hotel, keys/access information will be provided to the CFYM Coordinator. The keys/access information will then be provided to each set of roommates. Rooms/roommates will be dismissed one room at a time to allow students to retrieve their luggage. If there are stairs in the hotel, students will be encouraged to take the stairs other than using the elevator which may be restricted by occupancy. The movement from the buses to the room will be done with orchestral movements.

# ABOUT HILTON CLEANSTAY

Hilton has developed a global program introducing a new standard of hotel cleanliness and disinfection: Hilton CleanStay™ with Lysol protection.

Hilton CleanStay builds upon Hilton's already high standards of housekeeping and hygiene, where hospital-grade cleaning products and upgraded protocols are currently in use, to ensure Hilton guests enjoy an even cleaner and safer stay from check-in to check-out.



## KEY FEATURES

- Hilton CleanStay Room Seal to indicate that guest rooms have not been accessed since they were cleaned
- Increased focused disinfection of top 10 high touch areas in guest rooms like light switches and door handles
- Increased cleaning and disinfection frequency of public areas
- Guest-accessible disinfecting wipes at entrances and high traffic areas
- Enhanced cleaning and disinfection for fitness centers
- Enhanced cleaning & operational changes to restaurants, bars, in-room dining and meeting spaces
- Reduced paper amenities (like pads and guest directories) in rooms
- Industry-leading contactless check-in and check-out with Digital Key at more than 4,700 properties globally
- Evaluation of new technologies like electrostatic sprayers with disinfecting mist and ultraviolet light to sanitize surfaces and objects
- Enhanced Team Member safety and well-being with personal protective equipment and enhanced training and protocols

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## OUR PARTNER

RB, maker of Lysol and Dettol  
The program will feature Lysol's trusted cleaning products, solutions and training in North America. RB and Hilton are also exploring opportunities to expand the program into a global partnership.

## WHY CLEANSTAY?

Travelers and our guests are expecting a higher standard of cleanliness and disinfection than ever before.

**71%** OF CONSUMERS GLOBALLY ARE ACTIVELY CLEANING MORE THEMSELVES

SOURCE: Global Data Syndicated Study, March 2020

**3** OF THE TOP 4 ACTIONS A HOTEL CAN TAKE TO MAKE GUESTS FEEL SAFE ARE ABOUT **ADDITIONAL CLEANING**

SOURCE: Proprietary Hilton Research, March 2020

## HOW IS CLEANSTAY UNIQUE?

While other hotel chains and other industries, like retail and restaurants, are making changes, Hilton is the first to **develop a truly holistic cleanliness and disinfection program** leveraging **trusted experts in health and hygiene**. In addition, this program is not limited to guest rooms, but **extends across the entire hotel experience** – from arrival to departure.

## BUILDING ON AHLA STANDARDS

Hilton engaged early with the AHLA and helped play a role in crafting their guidelines. Hilton's CleanStay program meets all of the AHLA standards and will build on them to elevate and mandate the CleanStay program across all of our hotel brands and properties globally in order to meet the expectations of our guests.

## TIMELINE

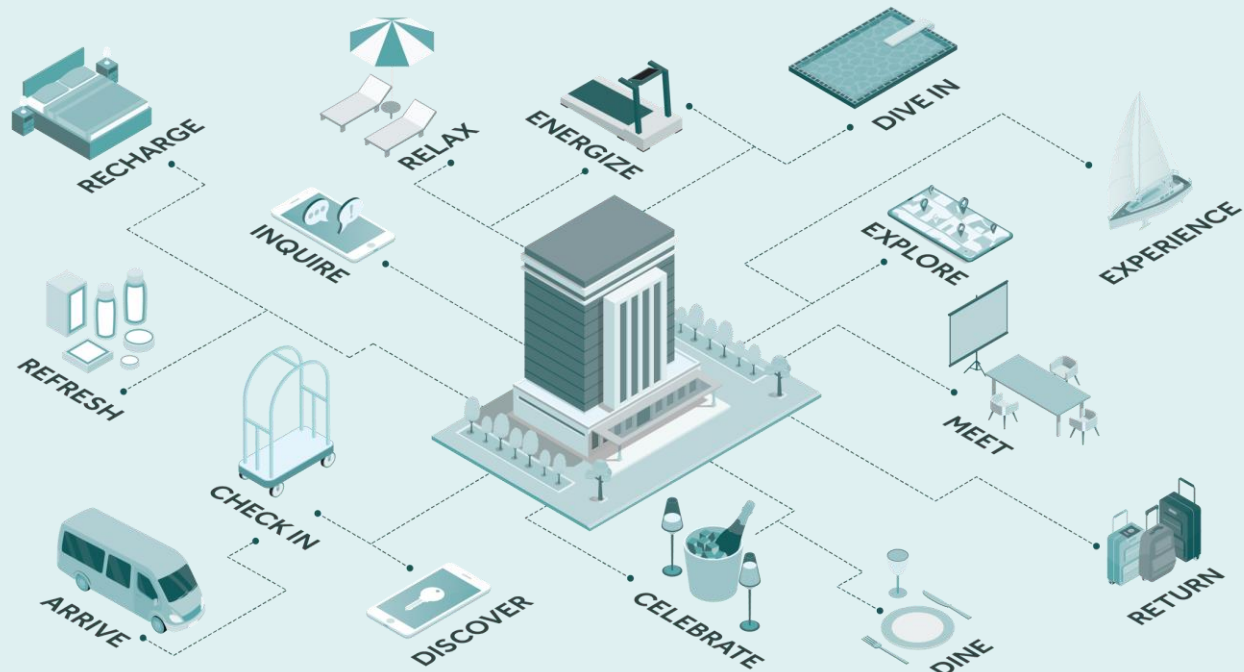
- **APRIL 27** Public Announcement
- **APRIL 28 – MID-MAY** Program Build-out
- **MID MAY** Begin Publishing Resources & Standards for Hotels
- **Beginning in JUNE** Global Roll-out

**24** Th



## OUR COMMITMENT

We believe that travel connects us to each other, widens our perspective, enriches us and inspires us. We will travel again soon. And, when you are ready to:



*we'll be ready to welcome you.*

This 'new normal' may evolve and change over time to reflect government guidance and new societal expectations. What will never change, though, is our commitment to keeping hotel associates, guests and customers safe. This is our utmost priority.

We recently launched our Global Cleanliness Council, including experts from the field of medicine and public health to supplement our reputation of cleanliness and hospitality we've built throughout our history. Additionally, we've developed 200+ cleaning protocols throughout each step of our guests' journey and every physical space in the hotel. We are deploying scientifically supported practices and innovations, with focus on these specific details:

- ✓ **DEEPER, MORE FREQUENT CLEANING**
  - Enhancing cleaning protocols to **disinfect every space**, ongoing and especially during peak usage
  - Consistently and **frequently disinfecting all high-touch items** like elevator buttons and escalator handrails
  - Hand sanitation stations added throughout the hotel, especially in high-traffic areas
- ✓ **YOUR SANCTUARY**
  - Deep cleaning** each guest room between stays
  - Removing nonessential high-touch items that can't be disinfected, and providing **disinfecting wipes** in every guest room
  - Limit in-stay housekeeping frequency to reduce contact during each stay
- ✓ **LESS CONTACT, MORE CONNECTION**
  - Using **mobile technology**: Mobile Key, Mobile Dining, eFolio delivery and Mobile Requests via the Marriott Bonvoy™ app
  - Enabling social and **physical distancing** practices: reducing allowable capacities in spaces, increasing distance between furniture, and managing queueing areas
  - Supporting hybrid meetings via live-streaming capabilities
- ✓ **NOURISHING THE 'NEW NORMAL'**
  - Replacing self-service buffets with a variety of **'grab and go'** contactless food + beverage options
  - Redesigning food + beverage** station set-ups to include protective barriers; removing non-essential items
  - Tailoring options for groups and enabling reserved spaces

# OUR PLAN

## CLEANING PRODUCTS + PROTOCOLS

To minimize risk and enhance safety for guests, customers, and associates, we use disinfectant products that have been approved and certified by the U.S. Environmental Protection Agency (EPA), and other international government environmental agencies, as applicable, for use against emerging viruses, bacteria, and other pathogens. Our enhanced cleaning protocols adhere to the recommendations set forth in the EPA Emerging Pathogen Policy regarding cleaning and sanitization. Public spaces, including high-touch areas, are cleaned and disinfected more frequently. In guest rooms, we focus on cleaning deeply between guest stays, and limiting in-room services during the stay. Hand sanitizer stations are installed throughout high-traffic areas across the hotel.

We have provided the guidance below to all our Americas hotels to enable a consistent approach to addressing COVID-19. While individual hotel practices may vary based on locales and surrounding circumstances, this framework illustrates the seriousness with which we approach our responsibilities as stewards of the travel industry.

## CREATING TRANSMISSION BARRIERS



### Less Contact, More Connection

Hotels will implement touchless or low-touch solutions and adopt contactless technologies including: Mobile Key, Mobile Dining, Mobile Chat and guest requests via the Marriott Bonvoy™ app.

Guest greetings will be modified to a nod, wave, or a bow, while continuing to ensure guest needs are met.



### Providing Personal Protective Equipment (PPE)

All associates that wear a Marriott badge will wear a face covering as a part of their uniforms.

Guests should wear personal face masks or coverings and should abide by local regulations.

Personal face masks and additional amenity items such as hand sanitizer, disinfecting wipes and gloves, may be offered where available.



### Physical Distancing

Guests and associates should practice physical distancing by standing at least 6 feet (2 meters) away from other people not traveling with them. Certain areas, such as arrival queues or gathering areas will be marked with signage and, if necessary, one-way guest traffic flow will be indicated.

Where applicable, lobby furniture, restaurant layouts, and other public seating areas will be reconfigured. We are happy to work to customize seating capacities and room sets to meet individual distancing needs of group customers.



### Installing Physical Barriers

Transparent screens, plexiglass shields or other physical barriers may be installed in areas such as desks, booths, fitness centers or food stations.

## ENHANCING SANITATION



### Emphasis on Hygiene & Cleanliness

Each hotel will be required to have a hygiene plan; associates will be required to be aware of and follow for personal hygiene, physical distancing and PPE, in compliance with all federal, state and local public health guidance.

Hand sanitizing stations for guest use will be placed in all high-traffic areas and public spaces.



### Deeper, More Frequent Cleaning

Enhanced cleaning protocols will require frequently disinfecting high-touch items and sanitizing restrooms frequently and after high-guest use, with focus on using the right chemicals and procedures to kill COVID-19.



### Cleanliness Training

We're building on our reputation for high standards of hotel cleanliness with well-established cleaning processes. In addition, each property is required to have a *Cleanliness Champion* to help lead the hotel in how it can ensure guest and associate safety. Additionally, associates will be required to take training on COVID-19 and safety and sanitation protocols.



### Leveraging Technological Innovations

We have initiated plans to roll out enhanced technologies at our properties over the next few months, including electrostatic sprayers and the highest classification of disinfectants recommended by the Centers for Disease Control and Prevention and World Health Organization to sanitize surfaces throughout hotels. While guests may not see these technologies immediately, these sprayers can rapidly clean and disinfect entire areas and can be used in a hotel setting to clean and disinfect guest rooms, lobbies, gyms and other public areas.

In addition, we are testing ultraviolet light technology for sanitizing guest room and shared devices.

## PROMOTING HEALTH SCREENING



### Guests and Hotels: A Shared Responsibility

Guests are critical in preventing the spread of COVID-19 and other infectious diseases. To fulfill this responsibility, hotels will provide COVID-19 related signage and materials describing good health practices.

Signage will be posted to remind guests of physical distancing guidelines and hygiene practices to prevent the spread of disease.

Associates are educated on the proper way to wear, handle, and dispose of PPE, as well as the appropriate way to wash hands, sneeze, and to avoid touching their faces.



### Thermal Screening

Where allowable by law, hotels may have a place at entry points for discreet and non-invasive temperature checks for associates and vendors. Where required by law, guests may also be required for screening.

Those with a temperature at or over 100.4°F (38°C) will be subject to secondary screening. Those confirmed to have a temperature at or over 100.4°F (38°C) will be denied entry and be directed to appropriate medical care.



### Associate & Guest Health Concerns

Hotels will respond swiftly to associate and guest health concerns and follow all current public health guidelines. Associates feeling sick are encouraged to stay home. Those exhibiting symptoms will be required to self-isolate from the onset of symptoms and meet applicable public health criteria before returning to work. Additional protocols specific to COVID-19 are in place and summarized below.



### Guidance to Local Public Health Resources

Hotels continually monitor and become educated on requirements and guidance from local health authorities and practice those requirements throughout the hotel.

Where testing or treatment of guests or associates is needed, hotels will provide appropriate resources to the available local public health options.

## NOURISHING THE 'NEW NORMAL'



### Supplementing our Food Safety Protocols with ServSafe Guidelines

When serving food and beverages, hotels will continue to follow guidelines from the U.S. Food & Drug Administration (FDA), as well as the National Restaurant Association's longstanding ServSafe program, and other international government agencies, as applicable.

Marriott's food and beverage operations are required to conduct self-inspection using the company's food safety standards.



### Tailored Options for Meetings & Events

Modifications to Food and Beverage service will aim to reduce person to person contact.

Traditional self-service buffet service should be suspended, or when offered, be served by an associate wearing appropriate PPE, with physical protective barriers in place, as appropriate, for food displays.

Locations of meals, breaks, and food displays may be modified or restricted to spaces specifically reserved for each meeting or event, with physical distancing designed into every meeting set.



### Eliminate or Modifying Shared Use / Reuse Items

In restaurants and bars, items such as condiments, silverware, glassware, napkins, etc. should not be pre-set on tables, to allow for effective disinfection in between each guest. Sealed, packaged, or single-use silverware, disposable or digital menus may be offered as alternatives.

Self-service items that can't be disinfected after guest use, such as ice scoops, candy/fruit bowls, must be removed and replaced with alternative options, such as pre-packaged or associate-attended.

Payment methods may be modified to reduce handling of guest personal property, including use of trays to pass items, QR codes, or offering self-service pay-at-table options where possible.



### Grab & Go and Pre-Packaged Items

Traditional in-room dining may be modified to either no-contact delivery methods or pick-up / grab-and-go. All packaging and products should be single-use and disposable.

We will continue to source responsibly while working to reduce our environmental impact.

## COVID-19 CASE PROTOCOLS

We have additional guidelines in place in the event that a hotel is alerted to a case of COVID-19, including:

**Case Notification.** If a guest starts to feel ill, they will be encouraged to contact health authorities. Extensive crisis communications plans are in place, so that appropriate quarantine procedures and cleaning protocols may be implemented.

**Occupied Guest Room Recovery Protocol.** In the event of a guest with a confirmed or suspected case of COVID-19, their guest room will be removed from service to undergo a specific cleaning protocol. The guest room will not be returned to service until the room has been disinfected, and consistent with the guidance issued by local health authorities. Similar recovery protocols address public spaces, associate offices and work areas.

# Dining

The Caring For Young Minds Dining Plan during the pandemic will look different from previous tours. It is very important to note that as things begin to reopen and processes change, we will continue to research dining options for our students and staff. But for now, this plan will identify how we will conduct all aspect of food handling for the tour which includes, breakfast, lunch, dinner, and snacks. At this stage, there are still a great many unknowns; a lot of the cornerstone decisions that will shape the final plans haven't yet been settled by state and school authorities. Our hope is to continue to update our plan as more concrete decisions are established.

## Snacks

Historically, Caring For Young Minds provides snacks to students while on tour. It has been our process to allow the students to select snacks to be consumed while on the bus or in the hotel. Our current process will be to pre-package snacks for students each day and distribute as they board the buses. However, eating will not be allowed on the buses as this would cause them to remove their masks. Snacks or food of any kind will be consumed outside the bus in well-ventilated areas.

These snacks should be more than enough to satisfy each student's appetite until their next meal. We do encourage students to bring their own snacks should they desire; however, they will be responsible for the safe keeping and storing of these items.

The snacks will be selected and packed by the chaperones and staff volunteers and will be handled with safety precautions and care.

## Lunch

One of the experiences we give the students while on tour is eating lunch at the dining halls of the respective schools. Unfortunately, during the pandemic, school dining facilities have implemented some restrictions. Here are some of those restrictions which we will follow:

- Limiting entry with reservations or by number capacity. We will contact all food service agencies for the schools we plan to visit. Should we need to, we will do a rotation of students to the café based on their bus number/color.
- Providing To-Go only service in a variety of options, including full meals prepackaged and hot/cold lockers
- Grab and go options

## ...Dining Continues

- Services of beverages is particularly challenging. Some operators are planning to add beverage attendants and use existing dispensing machines. Others are considering switching from soda dispensers to soda guns operated by a beverage manager. Still others are switching to 100% canned or bottled products for the foreseeable future.
- Consider additional campus dining options which varies from campus to campus instead of in-house dining. i.e. McAllister's, Dominos, Pizza Hut, Subway. (each campus is different).

### Dinner

In-house dinning may be challenging as we often use buffet-style restaurants (Golden Corral, Ryans, etc) to feed large groups. Below are our dinner plans. The dining options may vary from town to town as we get closer to departure date. As things change, we will continue to update this portion of the plan.

- Reservations will be made at the local buffet restaurant to reserve an area for the students/staff. All buffet-style restaurants have moved to served stations rather than allowing people to prepare their own plates. Mask are required while in the restaurant and may only be removed when eating and drinking.
- Fast food restaurants. This option is always popular with the students. When available, we will select areas which have a variety of fast-food restaurants. Chaperones will be dispatched to each restaurant to enforce social distancing and proper food handling as well as provide payment for all meals. Meals will be consumed outside the buses in a well-ventilated area.
- Delivery of comfort food – pizza, wings, etc. When necessary, we will order comfort food from restaurants to deliver to the hotel. In cases such as this, each room is given two pizzas, wings, etc, along with eating utensil, for consumption in their rooms.
- Prepacked meals – We have contacted several restaurants in various cities, and they have provided us with a prepackage meal options for our students. We will preorder these items and have them delivered to the hotel. The meals will be distributed to the students as they are dismissed to their rooms. When available, meeting rooms are requested at the hotel as an options for students to sit in and eat or “pick up and go”.



# The Student Mixer

The student mixer is an opportunity for students to mingle and meet new friends prior to the week of touring and is usually held at a bowling center at our first stop on the tour. This year, the student mixer will be held on April 10<sup>th</sup> in New Orleans and is mandatory for all students and staff to attend. The following outlines the processes adopted by the bowling center to ensure our safety.

**AMF All Star Lanes – LA**  
**3640 Williams Blvd**  
**Kenner, LA 70065**  
**504-443-5353**



- We are working with professional industrial hygienists to ensure that our centers are clean, sanitized and maintained on a regular basis.
- Balls and shoes are being thoroughly sanitized and guests will be provided with disinfecting wipes and/or spray, as needed.
- Shoes will continue to be sanitized after each use with high-impact disinfectant spray.
- All Arcade Games and Kiosks will be thoroughly cleaned, paying special attention to joysticks, buttons, prize slots and card readers.
- Hand sanitizer will be available for all guests to use and will be checked and replenished hourly.
- We will regularly clean and sanitize guest touch points and surfaces.
- All staff will be temperature checked prior to beginning their shifts.
- All staff will wear personal protective equipment (face masks) and adhere to social distancing guidelines. Food handlers will also wear gloves for the entirety of their shift.



# ...Student Mixer Continues

## New Rules, Same Great Games

- We have redesigned the experience to allow our guests to maintain social distancing
- There will be a max of 6 people per lane.
- There will be no ball sharing between guests.
- We will be removing furniture to create more space in the building as a means to adhere to social distancing practices.
- Arcade games will be moved and spaced out, where possible, to maintain social distancing practices. Some games may be inoperable during this time.
- Laser tag arenas are operating at limited capacity. Please contact your center directly to find out if laser tag is open.
- Where possible, a separate shoe return station will be set up to limit contact with staff.
- Center capacity will be monitored closely to ensure an appropriate number of guests are in the center at any one time.



# The Chaperone

Chaperones play a critical role in the smooth operation of the Caring for Young Minds HBCU Tours and are an asset for ensuring student's safety. Chaperones will be assigned to a maximum of four (4) students. These students will be the responsibility of the chaperone from the time of assignment, until the end of the trip, including but limited to the following: lodging, on the bus, and while visiting each destination.

## Overall Responsibilities of a Chaperone

- Contacting parents with updates, while on the tour. Communication can be made via telephone call, text messaging, or group chats. Standard information to provide may include the following:
  - Status of students' engagement, delays, if necessary, changes to tour plans (routes, schools, etc.), reports of Covid-19 testing.
- Ensuring students are adhering to Covid-19 plans, protocols, and procedures while traveling at all destinations including local restaurants, schools, rest stops, and hotels.
  - Chaperones will be responsible for taking and tracking temperature and pulse checks for their students. Logging results daily.
- Ensuring students are participating actively in the full experience to include tours, social activities, and completing the student packets.
- Ensuring students wear the appropriate attire for each travel day.
- Addressing and reporting all behavior that is not consistent with tour expectations, policies, and guidelines.

## Prior to Departure

- Once assigned, Chaperones will be responsible for securing contact information for each student and their parents. They will ensure that both students and parents are well informed of all matters related to the trip before and during.

## Traveling on the Bus

Chaperones are responsible for the following:

- Ensuring students are on their assigned bus before departure of each location.
- Ensuring that their students' COVID-19 tests are completed as appropriate.
- Ensuring students are adhering to the established policies and procedures while traveling on the bus.
- Reviewing students' expectations for future destinations: Logistics, school expectations, meal, and breaks (where appropriate), special instructions for stops
- Keeping communication open between all other chaperones, tour leaders, security officers, and nurses.
- Reporting any issues related to students to CFYM leaders and parents.

## Responsibility at Hotels

To the extent possible, all students assigned to a chaperone will have the same accommodations. The chaperone will be responsible for:

- Coordinating room assignments for their students.
- Directing students to their rooms in an efficient and quiet manner.
- Ensuring students are following Covid-19 guidelines as prescribed by the hotel and the CFYM Covid-19 plan.
- Monitoring students' activities while at the hotel.
- Wake-up calls (multiple if necessary) and breakfast.

## Responsibility at Destinations:

Chaperones will be responsible for the following:

- Ensuring active participation in the tour experience: Listening, taking notes, asking relevant questions, completing their student packets.
- Encouraging students to keep pace.
- Accounting for students during breaks and/or meals.
- Ensuring students are following the Covid-19 guidelines as prescribed by the school and the CFYM Covid-19 plan protocols.

# Preparing for the Tour

The Caring For Young Minds organization take pride in supporting and helping our students choose a college or university that fits their personality and career goals. As we planned our 2020 Black College Tour the onset of a pandemic railroad our efforts. In order to fulfill our commitment, we had to pause and pivot resulting in the postponement of the 2020 Tour and rescheduling for 2022.

As we prepare for the 2022 HBCU Tour, we have put in place processes which reflects the current situation. The items listed in this section identifies what students and staff members are required to fulfill in order to travel on the 2022 HBCU Tour. Like other items mentioned in this document, things may and will change as we move closer to our travel date. We will continue to update our plan and keep you informed.

## Before traveling with the Caring For Young Minds Tour:

- All students and staff are required to vaccinate and provide proof of vaccination.
- Students must be tested for COVID -19 before departure- results must be submitted to the Caring For Young Minds, no later than Thursday, April 2, 2022. Submission will be secure through our website; Information will be shared later. COVID Testing is free of charge. Find a testing site near you: [Maryland Residents](#) all [others](#), check your states for sites. Caring For Young Minds' nursing staff can confirm that all COVID-19 test results are accurate and submitted without fraudulence. Should a test be submitted with a negative result and later confirmed as positive, the student will not be permitted to travel with the tour group.
- Students must always wear masks while on campus, while on the bus, and while walking in any public areas including the halls in the hotels. Just like with adults, face coverings are not necessarily as effective in preventing kids from contracting COVID-19, as much as they are in preventing the transmission of COVID-19. When selecting a mask for your child,
  - one of the most important factors is to find one that fits their face well to help prevent them from fidgeting with it.
  - Adjustability features such as ties or a metal nose bridge can help with this. A face mask should fit snugly over your child's nose and mouth without any gaps and shouldn't inhibit their ability to breathe comfortably in any way.
  - The CDC recommends two layers of tightly woven 100 percent cotton as mask material. Check the [CDCs website](#) for more information



## ...Preparing for the Tour continues

- Symptoms of COVID-19 are very similar to those a cold and flu. Should a students show signs/symptoms of a cold, no later than one week prior to our travel, you must stay home. It is difficult to differentiate between, cold, flu, allergies, and COVID-19. Full refunds will be provided should students be removed for reasons of symptoms.
- Since your child will be traveling with other students, it may be a great to consult with your child's doctor for any guidance or suggestions for keeping your child well. If a student tested positive **within 3months** of the tour, they must bring a doctors notes with the diagnoses date and stating they have completed the required quarantine. No need to retest.
- Please send your child with extra masks and personal hand sanitizer. Each of us can help stop the spread of COVID-19 disease by washing our hands regularly with soap and water for 20 seconds – especially after going to the bathroom, before eating, and after coughing, sneezing, or blowing your nose. If soap and water are not available, the [Centers for Disease Control and Prevention](#) recommend that consumers use alcohol-based hand sanitizers containing at least 60% alcohol. The alcohol in hand sanitizer works best when you rub hand sanitizer all over your hands, making sure to get between your fingers and on the back of your hands. Do not wipe or rinse off the hand sanitizer before it is dry. Do not use hand sanitizer if your hands are visibly dirty or greasy; wash your hands with soap and water instead.

Please be mindful we will follow Maryland COVID-19 guidelines even though we are traveling to other states.

- Caring For Young Minds will purchase Rapid COVID-19 Test kits to be administered mid-week while on tour. The Chaperones will be trained by our medical personnel or at an authorized testing site on how to administer the test. The results will be evaluated and provided to our medical staff. Caring For Young Minds will also purchase Pulse Oximeters to check the pulse of students daily.

As we get closer to the tour date, things may change, we apologize in advanced, but will keep you informed.

# Emergency Procedures

## What happens if there is a COVID emergency while on tour?

Caring For Young Minds has established a COVID-19 Point of Contact. That person will be responsible for maintaining protocols should an outbreak occur. We have established firm guidelines to help prevent students/staff from contracting the Coronavirus. If we all follow those guidelines and practice good hygiene, it lessens the chance of anyone contracting or spreading the virus; however, if a student or chaperone have symptoms of the coronavirus, we will take steps to isolate that person from the rest of the tour.

Should a student(s) or chaperone display signs of infectious illness consistent with COVID-19:

- We will remove that person from the tour and isolate them in a designated area and notify our COVID-19 designated POC.
- The POC will take person(s) to designated isolation room/area until transportation can be arranged to send them home or to seek emergency medical attention.

Note: If multiple ill persons must be placed in the same isolation room/area, ensure mask use and that they maintain at least 6 feet of distance between them.

- COVID-19 POC initiates list of close contacts of the ill student and communicates the possible exposure to staff, and notifies parent(s), guardians, or caregiver(s) of ill student(s)/Chaperone.
- Parent(s), guardians, or caregiver(s) will arrange with CFYM to pick up student/chaperone. They should consult with their healthcare provider for evaluation and determination if testing is recommended.
- Hotel, Schools and other places where the student may have been will be notified and recommended to be closed off for up to 24 hours. Cleaning and disinfection of area performed by appropriate staff.
- POC work with local health officials to assess transmission levels and support contact tracing efforts.
- COVID-19 POC communicate with, staff, and parent(s), guardian(s) or caregiver(s) the importance of COVID-19 mitigation strategies (e.g., staying home when sick, washing hands, wearing masks, social distancing).

# ...Preparing for the Tour continues

## What if there is an emergency while on campus touring?

Each campus that we visit has an emergency plan. Should a campus emergency exist, Campus Safety will activate the Emergency Response Team. The colleges have comprehensive emergency response plans that are activated any time an emergency occurs.

The college's **Emergency Response Team** assures appropriate response to any campus emergency. This team is made up of members of campus safety, facilities management, student services and other vital staff and meets regularly to plan campus emergency response, to conduct table-top and live drills to prepare for a variety of campus emergencies, assess and evaluate emergency plans and capabilities, and to debrief after any campus emergency. The Emergency Response Team also works with local police, fire and ambulance personnel to coordinate response efforts and to conduct joint drills. Caring For Young Minds will yield to the authority of the Campus Emergency Response Team for guidance during an emergency. We may also find it necessary to implement our internal plan, while following the campus's guidelines.

- We will shelter in place.
- Follow the directions of the campus Emergency Response Team
- Should the group be split during a campus visit, we will implement our internal communications methods to ensure all are safe and adhering to the campus guidelines.
- Parents/caregivers will be notified of the emergency by the chaperones assigned to the student.
- After the emergency is over, we will give the all clear which indicates it's free to move.
- Each group will report back to buses for roll call.
- Parents/guardians will be updated at the end of the emergency by the chaperone in charge.

# Liability Waiver

## COVID-19 SAFETY ACKNOWLEDGEMENT LIABILITY WAIVER AND RELEASE OF CLAIMS

While participating in events held or sponsored by the Caring For Young Minds, Inc., ("CFYM") "social distancing" must always be practiced and face coverings worn to reduce the risks of exposure to COVID-19. Because COVID-19 is extremely contagious and is spread mainly from person-to-person contact, CFYM has put in place preventative measures to reduce the spread of COVID-19. However, CFYM cannot guarantee that its participants, volunteers, or staff will not become infected with COVID-19.

Considering the ongoing spread of COVID-19, individuals who fall within any of the categories below should not engage in CFYM events and/or other face to face activities. By allowing your child to attend the CFYM Black College Tour, you certify that three days (3) prior to departure, you will provide a negative COVID-19 test results for your child and that he/she does not fall into any of the following categories:

1. Individuals who currently or within the past fourteen (14) days have experienced any symptoms associated with COVID-19, which include fever, cough, and shortness of breath among others;
2. Individuals who have traveled at any point in the past fourteen (14) days either internationally or to a community in the U.S. that has experienced or is experiencing sustained community spread of COVID-19; or
3. Individuals who believe that they may have been exposed to a confirmed or suspected case of COVID-19 or have been diagnosed with COVID-19 and are not yet cleared as non-contagious by state or local public health authorities or the health care team responsible for their treatment.

### DUTY TO SELF-MONITOR:

Participants and staff-volunteers agree to self-monitor for signs and symptoms of COVID-19 (symptoms typically include fever, cough, and shortness of breath) and, contact CFYM at [Caringforyoung@aol.com](mailto:Caringforyoung@aol.com) if he/she experiences symptoms of COVID-19 within 14 days after participating in the Black College Tour.

### LIABILITY WAIVER AND RELEASE OF CLAIMS:

I \_\_\_\_\_ acknowledge that I derive personal satisfaction

**Print Name: Parent or Guardian**

and a benefit by virtue of my child's (\_\_\_\_\_)

**Print Student's Name**

participation with the Black College Tour and are willingly engage in CFYM events and/or other activities (the "Black College Tour").

**RELEASE AND WAIVER.** I HEREBY RELEASE, WAIVE AND FOREVER DISCHARGE ANY AND ALL LIABILITY, CLAIMS, AND DEMANDS OF WHATEVER KIND OR NATURE AGAINST THE CARING FOR YOUNG MINDS ORGANIZATION AND ITS AFFILIATED PARTNERS AND STAFF, INCLUDING IN EACH CASE, WITHOUT LIMITATION, THEIR DIRECTORS, OFFICERS, EMPLOYEES, VOLUNTEERS, AND AGENTS (THE "RELEASED PARTIES"), EITHER IN LAW OR IN EQUITY, TO THE FULLEST EXTENT PERMISSIBLE BY LAW, INCLUDING BUT NOT LIMITED TO DAMAGES OR LOSSES CAUSED BY THE NEGLIGENCE, FAULT OR CONDUCT OF ANY KIND ON THE PART OF THE RELEASED PARTIES, INCLUDING BUT NOT LIMITED TO DEATH, BODILY INJURY, ILLNESS, ECONOMIC LOSS OR OUT OF POCKET EXPENSES, OR LOSS OR DAMAGE TO PROPERTY, WHICH I, MY HEIRS, ASSIGNEES, NEXT OF KIN AND/OR LEGALLY APPOINTED OR DESIGNATED REPRESENTATIVES, MAY HAVE OR WHICH MAY HEREINAFTER ACCRUE ON MY BEHALF, WHICH MAY OR MAY HEREFTER ARISE FROM ME OR MY CHILD'S PARTICIPATION WITH THE BLACK COLLEGE TOUR.

# ...Liability Waiver continues

**ASSUMPTION OF THE RISK.** I acknowledge and understand the following:

- My/My Child's Participation includes possible exposure to and illness from infectious diseases including but not limited to COVID-19. While rules and personal discipline may reduce this risk, the risk of serious illness and death does exist;
- I knowingly and freely assume all such risks related to illness and infectious diseases, such as COVID-19, even if arising from the negligence or fault of the Released Parties; and
- I hereby knowingly assume the risk of injury, harm and loss associated with the Activity, including any injury, harm and loss caused by the negligence, fault or conduct of any kind on the part of the Released Parties.

**MEDICAL ACKNOWLEDGMENT AND RELEASE.** I acknowledge the health risks associated with the Activity, including but not limited to transient dizziness, lightheaded, fainting, nausea, muscle cramping, musculoskeletal injury, joint pains, sprains and strains, heart attack, stroke, or sudden death. I agree that if I experience any of these or any other symptoms during the Activity, I will discontinue my participation immediately and seek appropriate medical attention.

I DO HEREBY RELEASE AND FOREVER DISCHARGE THE RELEASED PARTIES FROM ANY CLAIM WHATSOEVER WHICH ARISES OR MAY HEREAFTER ARISE ON ACCOUNT OF ANY FIRST AID, TREATMENT, OR SERVICE RENDERED IN CONNECTION WITH MY CHILD'S PARTICIPATION IN THE BLACK COLLEGE TOUR.

As a participant, volunteer, or attendee, You recognize that your child's participation, involvement and/or attendance at any Caring For Young Minds event or activity ("Black College Tour") is voluntary and may result in personal injury (including death) and/or property damage. By attending, observing or participating in the Black College Tour, You acknowledge and assume all risks and dangers associated with your child's participation and/or attendance on the Black College Tour, and You agree that: (a) the Caring For Young Minds, Inc. (b) the property or Directors of the Black College Tour, and (c) all past, present and future affiliates, successors, assigns, employees, volunteers, vendors, partners, directors, and officers, of such entities (subsections (a) through (c), collectively, the "Released Parties"), will not be responsible for any personal injury (including death), property damage, or other loss suffered as a result of your child's participation in, attendance at, and/or observation of the Black College Tour, regardless if any such injuries or losses are caused by the negligence of any of the Released Parties (collectively, the "Released Claims"). BY ATTENDING AND/OR PARTICIPATING IN THE BLACK COLLEGE TOUR, YOU ARE DEEMED TO HAVE GIVEN A FULL RELEASE OF LIABILITY TO THE RELEASED PARTIES TO THE FULLEST EXTENT PERMITTED BY LAW.

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Signature of Parent or Guardian

Date