

Team Meetings with COVID-19 Restrictions

By FRC 8027

[Note: These are not official guidelines from FIRST.]

Step 1: Come up with a plan that follows all state/region guidelines and makes you and your students comfortable.

Step 2: Have each parent and student sign-off on the plan.

Step 3: Follow your plan, but be willing to change/update your plan

	Possible Guidelines																																												
<p>Team Meetings</p>	<ul style="list-style-type: none"> • Only team members and coaches should attend meetings (no other family members, administrators or visitors). • For large teams, students can come in as sub-teams of 2-3 (e.g. just one builder and one programmer working on 2-3 missions) students instead of all 10 at once. The rest can video conference. • Full team meetings are conducted remotely. • Seating must be 6ft apart. When around the FIRST LEGO League table, students are also required to be 6ft apart. • Masks are required at all times • Tight-fitting medical gloves might be an option for handling LEGO brick • Limit to 1 student building the robot at a single meeting • Make team documentation electronic to minimize student handling • Leave doors open so handles do not need to be touched • Ventilate room as much as possible (leave windows open) • Meet only once every 3-5 days. Virus lasts on plastic (LEGO) and most surfaces for only 3-5 days. • Check student and coach temperatures and ask questions prior to entering the room. Keep a log of answers and attendance • Remind students at every meeting that they should not attend if ill. 																																												
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<p>Cleaning, Sanitizing, Disinfecting</p>	<ul style="list-style-type: none"> ● Students and coaches will wash their hands with soap and water when they arrive ● Students will also clean hands with hand sanitizer frequently ● All hard surfaces (desks, chairs, door handles) will be cleaned with Clorox wipes and/or industrial strength classroom cleaner before and after use. ● Robot is cleaned between meetings ● Allow for 3-5 days between meetings – which should be long enough for the virus to die on standard surfaces ● Laptop/computer is cleaned between meetings (look up manufacturer’s guidelines). If there are no guidelines, an alcohol spray (70% alcohol/30% water) might be adequate.
<p>Outreach Events</p>	<ul style="list-style-type: none"> ● No traditional outreach activities in person until restrictions are lifted ● If an outreach event is allowed, any equipment will be handled only by a single team member. If equipment is shared with a non-team member, it must be cleaned before a team member uses the equipment again. ● Equipment must be quarantined for 3-5 days and cleaned as per the above guidelines.
<p>Field trips and Expert Interview</p>	<ul style="list-style-type: none"> ● Field trips and expert interviews are conducted remotely ● If conditions allow, short trips or guests can be invited. However, all government guidelines and social distancing guidelines for meetings and transportation will be followed.
<p>Tournaments</p>	<ul style="list-style-type: none"> ● Only attend remote events if available in your region ● If events are permitted, follow government guidelines and event guidelines for large group gatherings and social distancing. ● If traveling in a school/team bus or van, reduce the number of students for social distancing or have parents drive their own child to an event. ● When using team/school transportation, sanitize hands before entering the van/bus ● Masks will be required on the bus and the events at all times. ● At an event, team members will limit interactions with other teams. They will follow all guidelines from the tournament organizer.