**Maple Crest Policies and Procedures for Lil Swimmers**

* All visitors must wear masks
* All visitors must sign into the kiosk at the front door every time they enter the building
* Do not leave any diapers of any kind in the trash

**Kiosk instructions:**

* Everyone will sanitize hands at kiosk prior to beginning. Sanitizer is provided.
* Tap the “sign in” button
* Choose the family/guest option. Tap green “next” button.
* It will ask for guest’s phone number. If it is their initial time using kiosk it will ask for guest’s first and last name. (The name and phone number will be saved so the next time the phone number is entered, guests will not need to enter their names.) Tap green “next” button.
* Answer all COVID questions. There are 10 in total. (If a guest has any symptoms listed, we ask they not enter the building.) Tap green “next” button.
* It will give you options as to why guests are visiting. Choose “attend event” option. Tap green “next” button.
* Choose “swimming class” option. Tap green “next” button. It will print out a name tag.
* Please arrive a few minutes early. Sometimes it takes a little time to get everyone registered.