

“For Every Child Who Dreams To Perform”



CCA Andrew Burgin Fine Arts Education Program

COVID-19 Plan for Fine and Performing Arts

Services offered at the Kilby House will only occur following regular school dismissal and will be restricted to Tuesdays, Wednesdays, and Saturdays. A designated **COVID-19** Point of Contact will be identified.

Liability Concerns

Waiver Forms

Legal guardians must sign waiver forms (provided by **CCA**) prior to inclusion of minor students in any classes or activities offered through **CCA**. Adults participating in **CCA** activities will also be required to sign a waiver form.

Promoting Behaviors that Reduce Spread

Staying Home when Appropriate

Staff and students will be asked to stay home when sick or after having close contact with a person with **COVID-19**.

Staff and students testing positive or showing symptoms of **COVID-19** will be asked to stay home and quarantine per **CDC** guidelines prior to return to **CCA** classes.

Safe Entry/Exit into and out of Buildings and Classrooms

Students will enter on a staggered basis and parents will not be allowed in the building. Students will be dismissed on a staggered basis.

Hand Hygiene and Respiratory Etiquette

Each student will be required to hand wash for at least **20** seconds with soap and water before and after all classes.

Staff and students will be asked to cover coughs and sneezes with a tissue. Used tissues should be disposed of properly followed by hand washing for **20** seconds.

Hand sanitizer will be readily available as a safeguard.

Cloth Face Coverings

Staff and students will be required to wear cloth face coverings at all times. Face masks will be made available to staff and students in the absence of personal masks. Masks provided by **CCA** will be washed following each use and will be assigned to the same student in future classes.

Adequate Supplies

Supplies including soap, hand sanitizer with at least **60%** alcohol, gloves, paper towels, disinfectant wipes, cloth face coverings, and no-touch trashcans will be on hand at all times. Plexiglas dividers will be utilized when safe social distancing is not feasible. The dividers will be properly sanitized following use.

Maintaining Healthy Environments

Cleaning and Disinfection

Frequently touched surfaces will be cleaned and disinfected between private classes for students and following each group class.

Shared Objects

Sharing of items that are difficult to clean or disinfect will be discouraged. Students will be required to provide their own art supplies for after-school instruction and schools will be asked to provide art materials for in-school classes to minimize **COVID-19** contamination. Shared equipment, furniture and/or materials will be disinfected after each use.

Ventilation

Circulation of air through properly filtered systems will be utilized and outdoor air through open windows will be encouraged unless outside air poses a health risk.

Modified Layouts

After-school seating will be placed 6 feet apart when feasible and students will sit on only one side of tables to face in the same direction. In-school classes will follow procedures put in place by the respective Public School Systems.

Physical Guides

Physical guides such as tape on floors or tables will be utilized as reminders to maintain social distancing.

Staff Training

Staff will be trained on all safety protocols.

Recognize Signs and Symptoms

Daily symptom checking of students and staff will occur. Temperatures will be taken of staff and students prior to participation in all after-school classes.

Preparing for When Someone Gets Sick

Isolate Those Who are Sick

Immediately separate staff and children with **COVID-19** symptoms (such as fever, cough, or shortness of breath. Parents of children who are sick should take their child home or to the appropriate healthcare facility depending upon severity of symptoms and follow **CDC** guidance for caring for oneself and others who are sick.

Clean and Disinfect

Close off areas used by a sick person and do not use those areas until after cleaning and disinfecting.

Wait at least 24 hours before cleaning and disinfecting. If **24** hours is not feasible, wait as long as possible.

Ensure safe and correct use and storage of cleaning and disinfecting products.

Notify School Officials, Health Officials, and Close Contacts

In accordance with state and local laws and regulations, school officials should notify local health officials, staff, and families immediately of any case of **COVID-19** while maintaining confidentiality in accordance with the Americans with Disabilities Act (**ADA**).

Inform those who have had close contact with a person diagnosed with **COVID-19** to stay home and self monitor for symptoms, and follow **CDC** guidelines if symptoms develop.

