



Richland Academy of the Arts

COVID-19 On-Going Plan

September 2021

Richland Academy of the Arts, RAA, is committed to providing a safe and healthy community arts center for all our employees and participants in the midst of COVID-19. As a response, we have crafted the following COVID-19 Preparedness Plan for the safety of all. Everyone connected to RAA is responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our workplace and community, and that requires full cooperation among our employees and customers. A Reset and Restart Task Force comprised of board, parents, staff and local health department worked originally to advise RAA. Only through this cooperative effort can we establish and maintain the safety and health of our establishment.

RAA is committed to the health and safety of all. Everyone's involvement is essential in continuing and implementing a successful COVID-19 Plan. Our Plan follows Centers for Disease Control and Prevention, Ohio Department of Health guidelines, federal OSHA standards related to COVID-19 and Governor DeWine's various applicable executive orders.

To Our Valued Students and Families

- **Under the Governor's directive at this time, face masks are not required. However, if you are not vaccinated, please properly wear a face mask. If you are vaccinated and choose to wear a face mask, please do so.**
- Please practice frequent handwashing; hand sanitizer and disinfectant wipes are located throughout the building.
- Gatherings should be limited and maintain appropriate social distancing.
- Enhanced housekeeping practices continue, including cleaning and disinfecting of all surfaces, equipment, and areas in every room, including restrooms, Academy Lounge, offices, teaching studios and meeting rooms. Frequent cleaning and disinfecting will be conducted in high-touch areas, such as phones, keyboards, touch screens, door handles, elevator panels, railings, copy machines, credit card readers, etc.
- Richland Academy will be cleaned and disinfected during, before and after classes. RAA uses QB-T from Hillyard (our cleaning product supplier; Safety Data Sheet available upon request) and bleach to clean and disinfect all surfaces.

Additionally,

- All drinking fountains continue to be shut-off. Please bring your own water bottles.
- Restrooms are open.
- Any personal item left at RAA that would normally be stored in the lost and found, will be immediately thrown away unless it can be easily disinfected (such as a book or cell phone). All personal water bottles and all clothing will be disposed of in the dumpster.

To Our Valued Employees

Screening and procedures for employees

Employees have been practicing and will continue to self-monitor for signs and symptoms of COVID-19. The following procedures continue:

Health screening prior to entering the building for Unvaccinated Employees

- All unvaccinated employees will continue to take their temperatures upon entering the building. A thermometer and the temperature chart are located in the administrative area.
- Any temp above 100 stay home!

Employee Guidelines (All employees are responsible for own COVID-19 testing)

- ❖ Unvaccinated employees should follow the following guidelines:
 - Exposure with no symptoms (Asymptomatic)
 - Self-monitor for symptoms and wear a face mask through day 14; employee may return to work after a 7-day quarantine if the test result is negative after testing by day 5.
 - Exposure with strong symptoms or diagnosis of COVID-19 (Symptomatic)
 - Attest that at least 10 days have passed since symptoms first appeared or since positive test diagnosis. (Wear a mask until that test come back negative.)
 - Attest that all symptoms have improved and are resolved.

Vaccinated Employees

- ❖ Employees can safely remain at work as long as they have no symptoms.
- ❖ Vaccinated employees that test positive, should isolate for at least 10 days (from the date of exposure) but are asked to use discretion in returning to work. Twenty-four-hour fever-free without the use of medication is required.

Quarantine/Isolation is NOT required if the direct contact has no symptoms, and the direct contact is fully vaccinated.

Communication and Training

The original Preparedness Plan was communicated to all employees on May 15, 2020, and necessary training was provided upon the employee's return to work. Additional communication and training will be ongoing and provided to all employees.

This Plan will be monitored by the Administration to evaluate its effectiveness and will be updated as we receive new directives from the state of Ohio and the Ohio Department of Health.