

Florida Children's Theatre Reopening Safety & Protocol

Florida Children's Theatre will reopen in accordance with the best practices recommended by the CDC, State & Local Governments

YOUTH PROGRAMS AND CAMPS DURING THE COVID-19 PANDEMIC



The purpose of this tool is to assist directors or administrators in making (re)opening decisions regarding youth programs and camps during the COVID-19 pandemic. It is important to check with state and local health officials and other partners to determine the most appropriate actions while adjusting to meet the unique needs and circumstances of the local community.

Should you consider opening?

- ✓ Will reopening be consistent with applicable state and local orders?
- ✓ Are you ready to protect children and employees at higher risk for severe illness?
- ✓ Are you able to screen children and employees upon arrival for symptoms and history of exposure?

ANY NO



Are recommended health and safety actions in place?

- ✓ Promote healthy hygiene practices such as hand washing and employees wearing a cloth face covering, as feasible
- ✓ Intensify cleaning, disinfection, and ventilation of facilities and transport vehicles/buses
- ✓ Encourage social distancing through increased spacing, small groups, and limited mixing between groups, and staggered scheduling, arrival, and drop off, if feasible
- ✓ Where feasible, adjust activities and procedures to limit sharing of items such as toys, belongings, supplies, and equipment
- ✓ Train all employees on health and safety protocols

ALL YES

ANY NO



Is ongoing monitoring in place?

- ✓ Develop and implement procedures to check for signs and symptoms in children and employees daily upon arrival, as feasible
- ✓ If feasible, implement enhanced screening for children and employees who have recently been present in areas of high transmission, including temperature checks and symptom monitoring
- ✓ Encourage anyone who is sick to stay home
- ✓ Plan for if children or employees get sick
- ✓ Regularly communicate and monitor developments with local authorities, employees, and families regarding cases, exposures, and updates to policies and procedures
- ✓ Monitor child and employee absences and have a pool of trained substitutes, and flexible leave policies and practices
- ✓ Be ready to consult with the local health authorities if there are cases in the facility or an increase in cases in the local area

ALL YES

ANY NO



ALL YES



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PROGRAM MODIFICATIONS:

Camp:

- Our usual four-week Summer Stage Show Camps are suspended this year and are being replaced with smaller two-week Theatre Camp sessions.
- All sessions are pending based on reopening guidance from the state, county and CDC.
- Enrollment and group (class) sizes may be limited.
- Health and safety protocols will be distributed prior to the start of camp, based on recommended and required best practices. This will include sanitization procedures and may include mandatory requirements such as masks, temperature screenings, handwashing, etc.
- Performance showcases may be recorded and streamed online without a live audience in lieu of end of session in-person showcases and performances.
- Enrollment paperwork, welcome packet and forms will all be available online and available primarily for digital submission to limit contact.
- A contact-free lock box will be provided if documents or payments cannot be handled electronically for some reason.
- Social distancing and sanitization guidelines will be in place for any in-person transactions that occur.

Productions:

- Limited size rehearsal calls may be implemented based on capacity of the space and group size guidelines.
- Productions may be recorded and/or streamed online without a live audience in lieu of an in-person performance.
- Productions may be filmed and pieced together to limit the number of students on campus at one time.
- Paperwork, payments, and registration information will all be available online and available for digital submission to limit in-person contact.
- Health and safety protocols will be distributed at the beginning of the rehearsal process, based on recommended and required best practices. This will include sanitization procedures and may include mandatory requirements such as masks, temperature screenings, handwashing, etc.

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STAFF SAFETY:

While FLCT cannot guarantee safety in these uncertain times, we will be implementing additional protection and cleaning protocols to help prevent the spread of COVID-19 and to keep our staff and students as safe as possible. Those measures include:

- Any staff member who is feeling unwell, or who believes they have been exposed to an infectious disease (like COVID-19), is required to inform management immediately and to stay home until they receive further instructions from FLCT.
- Non-contact temperature checks will be conducted for all staff a minimum of once a day upon arrival, with additional times as deemed necessary. That data will be protected as part of confidential staff records. The temperature guidelines will be followed per CDC guidelines.
- All camp drop-off and pick-up will take place outside in the carpool lane, so no siblings, parents, or others will be permitted into the camp facility.
- Group sizes will be limited and exclusive or primary spaces will be designated for each group. Those spaces will be deeply cleaned daily, with additional cleanings of high-traffic surfaces such as handles, doorknobs, and tables throughout the day, or in between groups when applicable.
- FLCT will disinfect and clean common areas at the end of every day, or in between groups or activities when applicable. Cleaning products will be Clorox or Lysol brands, or an equivalent product.
- FLCT will provide on-site dispensers of disinfectant and hand washing products, with a minimum of 62% alcohol content, and with leading brands. Staff will have to use them on a formal schedule throughout the day at minimum.
- FLCT will provide face covering masks to staff if FLCT determines they are necessary to protect staff and students, or staff can choose to provide their own as long as they meet the same standards.
- FLCT will continue to monitor and follow all local state and federal orders regarding COVID-19, and will follow CDC guidelines and best practices.

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STUDENT SAFETY:

While FLCT cannot guarantee safety in these uncertain times, we will be implementing additional protection and cleaning protocols to help prevent the spread of COVID-19 and to keep our staff and students as safe as possible. Those measures include:

- Any student who is feeling unwell, or who believes they have been exposed to an infectious disease (like COVID-19), is required to inform management immediately and to stay home until they receive further instructions from FLCT.
- Non-contact temperature checks will be conducted for all students a minimum of once a day upon arrival, with additional times as deemed necessary. That data will be protected as part of confidential student records.
 - See following sickness protocol if student has a fever
- All students must wash their hands immediately upon arrival on campus, FLCT will provide restrooms and soap/sanitizer.
 - How to Wash Hands
 - Wet your hands with clean, running water. Turn off the tap and apply soap.
 - Lather your hands by running them together with the soap. Make sure to lather the back of your hands, between your fingers, and under your nails.
 - Scrub your hands for at least 20 seconds (about the time it takes to sing the "Happy Birthday" song twice.)
 - Rinse your hands well under clean, running water.
 - Dry your hands using a clean towel or an air dryer.
- Students' shoes will be sprayed with alcohol and wiped down upon arrival.
- All students must wash their hands before snack(s) and lunch, FLCT will provide restrooms and soap.
- Students are not permitted to hug, hold hands, sit in laps etc. as per social distancing guidelines.
- Mask protocol will be determined and communicated per CDC guidelines and best practices.
- Students will be instructed to refrain from touching their face to reduce risk of germ spread.
- Students may not share any items from home and will only be allowed to bring items essential to camp.
- Students should not share supplies. If supply sharing occurs, supplies must be sanitized if they switch hands and before and after every use, i.e. scissors, props etc.
- Student absences will be monitored by the FLCT staff.
- Students who do not adhere to the outlined guidelines will not be permitted to stay in camp, see refund policy.

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SICKNESS:

- Any staff member or student who is feeling unwell, or who believes they have been exposed to an infectious disease (like COVID-19), is required to inform management immediately and to stay home until they receive further instructions from FLCT.
- Staff members who become sick with COVID-19-like symptoms may be permitted back to the workplace only after a negative COVID test is presented and they are symptom free.
- Students with fevers will be sent home and may not return to camp, at least for the duration of that session. To attend additional sessions they must have a current negative COVID-19 test and be symptom free.
 - See refund policy for more information
- Parents and guardians will be notified if a student or staff member demonstrates COVID-like symptoms while on campus with other students.

FLCT is aligned with the recommendations of the American Camp Association COVID-19 protocol.
If sickness or a possible COVID-19 infection is suspected:

Staff will wear proper safety gear when dealing with sick individuals or someone suspected of being sick- gloves & mask.

- 1) Ask the individual if they have any COVID-19 symptoms/ witness them.
- 2) Check the temperature of the individual, using the proper protective gear- gloves and mask.
- 3) If the individual has a fever, feels ill, or is displaying as symptomatic, isolate the individual in predetermined sick quarters.
- 4) If the individual has a fever, place a mask or face covering on this individual.
- 5) If the individual is a child, notify parents/guardians and send the child home; children with fevers are not permitted back to camp, at least for the duration of that session. (see above)
- 6) Using gloves, collect all the individual's belongings from the rest of campus and bring them to the designated sick quarters.
- 7) Sanitize all areas the individual has come in contact with with the products outlined in the cleaning section.
- 8) Notify other staff and parents/guardians if the individual has a fever or tests positive for COVID-19.
- 9) If the individual tests positive, follow guidelines for reporting the case to local health officials

Broward County COVID-19 Hotline at 954-357-9500

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RETURNING TO WORK OR PROGRAMMING AFTER BECOMING SICK OR BEING EXPOSED TO COVID-19

If a staff member or student misses programming due to COVID-19 symptoms, exposure, or suspected exposure, they may return to FLCT only after the below criteria has been met. The refund policy will take effect upon leaving when applicable.

CDC Reference: <https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html>

How to discontinue home isolation:

People with COVID-19 who have stayed home (home isolated) can return to FLCT (CDC language: leave home) under the following conditions (continued on next page)**:

- If you have not had a test to determine if you are still contagious, you can leave home after these three things have happened:
 - You have no fever for at least 72 hours (three full days of no fever without the use of medicine that reduces fevers)
AND
 - other symptoms have improved (for example, when your cough or shortness of breath have improved)
AND
 - at least 10 days have passed since your symptoms first appeared

- If you have had a test to determine if you are still contagious, you can return to FLCT (CDC: leave home) after these three things have happened:
 - You no longer have a fever (without the use of medicine that reduces fevers)
AND
 - other symptoms have improved (for example, when your cough or shortness of breath have improved)
AND
 - you received two negative tests in a row, at least 24 hours apart. Your doctor will follow [CDC guidelines](#).

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RETURNING TO WORK OR PROGRAMMING AFTER BECOMING SICK OR BEING EXPOSED TO COVID-19

People who **DID NOT** have COVID-19 symptoms, but tested positive and have stayed home (home isolated) can return to FLCT (CDC language: leave home) under the following conditions**:

- If you have not had a test to determine if you are still contagious, you can leave home after these two things have happened:
 - At least 10 days have passed since the date of your first positive test
 - AND**
 - you continue to have no symptoms (no cough or shortness of breath) since the test.

- If you have had a test to determine if you are still contagious, you can leave home after:
 - You received two negative tests in a row, at least 24 hours apart. Your doctor will follow [CDC guidelines](#).

Note: if you develop symptoms, follow guidance above for people with COVID19 symptoms.

**In all cases, follow the guidance of your doctor and local health department. The decision to stop home isolation should be made in consultation with your healthcare provider and state and local health departments. Some people, for example those with conditions that [weaken their immune system](#), might continue to shed virus even after they recover.

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FACILITIES/CLEANING:

- No unauthorized persons are allowed on campus at any time, staff must notify FLCT management immediately if an unauthorized person is on campus.
- Outside drop-off of and pick-up of students will be enforced to minimize contact, one authorized staff member will walk students outside to an authorized parent or guardian.
- FLCT will disinfect and clean common areas at the end of every day, or in between groups or activities when applicable. Cleaning products will be Clorox or Lysol brands, or an equivalent product.
- FLCT will provide on-site dispensers of disinfectant and hand washing products, with a minimum of 62% alcohol content, and with leading brands. Staff and students will have to use them on a formal schedule throughout the day at minimum.
- Bathrooms will be bleached each night by designated FLCT staff.
- Rooms will be fully sanitized and wiped down at the end of each day using the outlined supplies.
- Parents and students are not permitted past the lobby area of the office.
- The isolated, designated area for any persons on campus feeling sick will be the music room in the back of the studio.
- Posters and signage will be displayed from the CDC in appropriate areas to encourage behaviors that mitigate the spread of disease, for example:
 - COVID-19 information
 - Proper Handwashing
 - Cough Etiquette
 - Symptoms associated with COVID-19
 - Don't Spread Germs at Work
 - Social Distancing
 - Stay Home If You're Sick

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FLCT CLEANING SUPPLIES ON HAND:

- Clorox Brand Bleach
- Clorox Clean-up Cleaner--Kills 99.9 percent of germs
 - Cleaner plus bleach multipurpose spray
- Equate Hand Sanitizer, 62 percent alcohol
- Lysol Clean & Fresh Multi-Surface Cleaner--Kills 99.9 percent of germs
 - Spray or mopping for floors
- Wet Ones Antibacterial Hand Wipes--Kills 99.9 percent of germs
- Wish Hand Sanitizer, 62 percent alcohol
- Hello Bello Hand Sanitizer, 70 percent alcohol
- Clorox Scentiva Multi Surface Cleaner, Spray Bottle, Bleach Free-Kills 99.9 percent of germs
- Zep Alcohol Sanitizer Spray, 66 percent alcohol

ADDITIONAL SAFETY SUPPLIES ON HAND:

- Masks
- Gloves
- Non-contact thermometers for each classroom

ALL cleaning supplies will be kept out of reach of students.

Bleaching of restrooms will occur when students are off campus to minimize contact with chemicals.

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