

## **Covid-19 Health and Safety Guidelines**

The safety and well-being of the WAC community is of paramount importance to us and in response to the **CDC** and the **PA Department of Health** recommendations, WAC is instituting the following Covid-19 Guidelines to ensure the safety of everyone who is in the WAC facility or on the premises. WAC reserves the right to make adjustments to these guidelines at the recommendation of local, state and federal health and safety agencies. All students are expected to comply with the following guidelines and will be asked to leave the premises if not in compliance. We appreciate your assistance as we implement these new measures.

### **Coming to class? Here is what you need to do to help us keep everyone safe:**

- Complete the WAC health screening form online prior to coming to WAC.
- Complete the WAC waiver of liability form online prior to coming to WAC.
- Bring your own mask from home and put it on before you arrive.
- Bring your own class supplies from home, and do not share supplies in class. Youth classes will be provided with individual art kits.
- Use hand sanitizer in the lobby upon entering and exiting the facility. Regular and thorough hand washing is also strongly recommended throughout your class time.
- Stay at least 6 ft away from others whenever physically possible.
- Do not attend class if you are exhibiting any symptoms of illness or have been exposed to someone who has exhibited illness.
- Start packing up 10 minutes before the end of class to allow our cleaning staff adequate time to disinfect our studios.
- Do not leave any supplies at WAC. Anything left will be discarded.
- Clean and disinfect your work area with provided disinfectant.
- Please bring water from home as our water fountains are turned off.
- Eat at home when possible, and if you need to eat at WAC bring everything and eat outside the facility

## **Here is what WAC is doing to keep our facility safe for students, teachers, staff, and visitors:**

- All persons entering the building must complete WAC's health screening form prior to entry.
- Teachers and staff are subject to the same health screening, mask wearing requirement, and safety guidelines as students.
- Only registered students, staff, and approved care givers will be permitted inside the WAC facility.
- Parents/Guardians must drop off children at the designated drop off and pick up areas.
- Gallery visitation will be via reservation only and will begin at a yet to be determined date.
- Masks are always required within the WAC facility.
- Masks are required outdoors on the WAC property when social distancing of greater than 6 ft is not possible.
- A limited supply of disposable face masks will be available at WAC for emergency purposes.
- Social distancing of at least 6 ft is required both inside and outside the facility.
- Reduced facility capacity limits will be posted in all studios, galleries, and common areas.
- No congregating is permitted in the common areas.
- Studios will be staged to provide for social distancing.
- Enhanced and regular daily cleaning and disinfecting routines.
- Sneeze guards have been installed at the reception areas.
- Staggered class start times to minimize traffic in our corridors and common areas.
- Signage posted in accordance with the CDC guidelines promoting everyday protective measures and how to stop the spread of germs.
- If anyone is sick while at the WAC facility, they will be sent home and appropriate measures will be taken as directed by county health officials and the CDC guidelines.

## Ceramic Studio Guidelines

- Everyone on the WAC premises must wear a mask.
- A social distance of 6 feet is required at all times while in the studio or other areas of WAC.
- Only designated staff and registered students are permitted on the WAC premises at this time.
- Wash hands with soap and water when entering the Ceramic Studio.
- Glazing at worktables will be identified with signage for a capacity of 3 students in each studio.
- One person is permitted at the glazing area at one time.
- One person is permitted at a sink area at one time.
- One person is permitted in a restroom at one time.
- Wear gloves and use hand sanitizers regularly.
- Wipe down any tools you have touched with available disinfectant.
- WAC staff will wipe down work and general areas after students leave.
- All ceramic studio related payments will be taken on the WAC iPad.
- No food is permitted in the studios.
- Bring your own water as water fountains will not be in use.

We appreciate your patience and consideration in complying with these guidelines to protect the health and safety of everyone in the WAC facility.