

# Renaissance School of the Arts

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## COVID-19 Policy & Procedures

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# COVID-19 Policy and Procedures

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The novel corona-virus, COVID-19, has been declared a worldwide pandemic by the World Health Organization (WHO). COVID-19 is reported to be extremely contagious.

Renaissance School of the Arts (RSA) greatly values in- person instruction and will work to maintain a safe, friendly environment for all instructors, students, families, and volunteers.

We will stay informed, flexible and responsive to changing local conditions. RSA takes a careful view of COVID-19. As the situation changes and recommendations are altered, RSA strives to keep up and adjust our COVID-19 procedures. By September 1, before we return to classes in the fall, RSA will update our COVID-19 policy for the start of the school year. However, COVID is a rapidly changing virus; RSA will update its policies and procedures regarding COVID-19 to respond to these changes.

**Enrollment in RSA acknowledges that mitigation measures may level up as required by COVID rates either in the community OR within the organization. Disenrolling due to elevated Covid mitigation measures does not qualify for any refunds.**

\*Please note that the CDC guidelines for schools and childcare facilities do state that our type of organization may need to implement higher levels of mitigation measures than the outside community. A lower level of community rates does not indicate that no mitigation measures are needed in a child care setting.

The foundational points of our policy are:

- stay home with any sign of illness
- practice handwashing and respiratory etiquette
- masking.

For more details, please read below.

To remain careful and considerate, the following procedure will be put into practice:

## Stay Home

We are asking all instructors, parents, students, and volunteers to stay home if any family members has any of the following signs or symptoms of COVID-19

- Temperature of more than 99.6°F
- Cough
- Shortness of breath or low oximeter reading (less than 90%)
- Indicators of COVID-19, or

- Known exposure to COVID-19 (follow exposure policy below)

## COVID-19 Exposure Policy

After known exposure to COVID 19, members should wait 5 days, and then test to be clear before returning to RSA classes or functions.

## Hygiene/Cleaning

RSA encourages frequent hand washing and there are several easily accessible restrooms available for families and instructors at the facility. Frequent handwashing is first-line defense against transmitting illnesses.

In addition, each classroom will be supplied with hand-sanitizer and cleaning supplies. All RSA members should use hand-sanitizer or thoroughly wash their hands each time they enter the facility, and after each class.

Remind your children to practice good respiratory etiquette. All coughs or sneezes should be caught in a tissue and hands immediately washed. Runny noses should be caught and tissues disposed of.

At the end of classes, instructors are required (with the help of older students or parent volunteers) to wipe down all surfaces (tables, work areas, door handles, etc.) with provided cleaners.

If the class requires students to take turns with a piece of equipment, instructors must wash that piece equipment down with provided cleaners to ensure it has been disinfected.

Common areas of the facility, including reception, family meeting spaces, area for teens, etc. will also have hand sanitizer available.

## Masks

A properly fitting mask is one of the easiest methods to reduce transmission of COVID-19. Our community includes a population of children and families who are at high risk should they contract COVID. Our mask policy is subject to change levels as called for by community rates **OR** organization-specific illness rates.

### Level A Mask Policy

Masks are strongly recommended at all times. Masks may be required by instructors in their classrooms due to close proximity of students.

## Level B Mask Policy

Properly worn masks will be required of anyone, student, instructor, parent, volunteer, or visitor. Children 4 years old and younger are not required to wear a mask but are encouraged if they are able to. Masks must be worn at all times while inside the facility, but may be removed while outside on the premises if social distancing is maintained. The mask must cover both the nose and mouth and fit tightly to the face without gaps. Should an RSA member need to take a break and remove his or her mask, that RSA member must first exit the facility.

## Illness Notification

Should any member of RSA become ill either before, at, or after an RSA event or in-person classes, with symptoms of COVID-19, the member must immediately notify **Debbie Lawrence at [debbielawrence@rsahomeschool.org](mailto:debbielawrence@rsahomeschool.org)**, 757-556-2040. Please call only to report COVID-19 like illness or in case of emergency as this is her private number. All other inquiries should go through email to **[info@rsahomeschool.org](mailto:info@rsahomeschool.org)**.

If the illness includes COVID-19 symptoms or if the member tests positive for COVID-19, RSA will immediately notify our facility contact and all potential members that may have come in contact. This includes instructors, fellow classmates, and volunteers that came in contact with the ill member.

## When to Return

Members and family members of those with COVID illness should stay home until they a) test negative, or b) wait 10 days from their initial symptoms/positive test, AND be symptom free.

## Waiver

Parents will need to fill out a waiver prior to the start of classes or attending an RSA event. This waiver is available at the end of this document to fill out and bring to a family's first visit. There will also be a [digital version](#) available for those who prefer it. If the family does not have a waiver at the time of the intake, the parent will be required to sign a waiver (available at the intake desk) prior to the family being allowed into the facility.

## Intakes

Upon arrival for classes, each family will sign in at the greeting desk. The volunteer will verify that you have a covid waiver on file and then check you in. This check-in is for safety purposes such as providing a count for officials in case of emergency, as well as being able to easily inform membership of any potential communicable disease exposure.

All RSA members will use hand-sanitizer (provided) or wash their hands thoroughly upon entering the facility.

This process (waivers, hand-sanitizer) will need to be completed for each RSA member that is entering the facility. This includes students, instructors, RSA leadership and parent volunteers, with no exceptions.

RSA will be keeping a list of families/students, so once members have been through intake, if they leave and come back the same day, they do not need to repeat the process. They can just tell the RSA volunteer at intake their name.

If at any time while at RSA a student, family member, or instructor, comes down with any symptom of illness (judged by RSA Executive Team), that member will be asked to leave the facility immediately.

## Eating/Lunch

RSA members are permitted to remove masks while eating and drinking. There is to be no food or drink in classrooms, except for water, without instructor permission. We encourage people to social distance while eating, including sitting at their family table and eating outside. We ask members to clean up after themselves, including wiping down surfaces, after eating and/or leaving a space.

## Forms

The COVID-19 Safety Acknowledgment -Liability Waiver and Release of Claims form can be found at the end of this document.

In order to attend an in-person event, including in-person classes, the COVID-19 Liability Waiver form must be filled out for each student, parent, volunteer and instructor.



# Renaissance School of the Arts

## COVID-19 Safety Acknowledgment –Liability Waiver and Release of Claims

### **COVID-19 Safety Information**

While participating in events held or sponsored by the Renaissance School of the Arts (RSA), the measures set forth in this policy must be followed at all times to reduce the risks of exposure to COVID-19. RSA cannot guarantee that its members, volunteers, or others in attendance will not become infected with COVID-19.

In light of the ongoing spread of COVID-19, individuals who fall within any of the categories below should not engage in RSA events or other activities. **By attending an RSA event, you certify that you do not fall into any of the following categories:**

1. Individuals who exhibit any kind of symptoms associated with COVID-19, which include fever, cough, and shortness of breath among others;
2. Individuals who have traveled at any point in the past fourteen (14) days prior to RSA event either internationally or to a community in the U.S. that is experiencing sustained community spread of COVID-19 and have not yet waited five days and tested negative; or
3. Individuals who believe that they may have been exposed to a confirmed or suspected case of COVID-19 and have not yet waited 5 days to test clear.
4. Individuals who have been ill and have not yet passed the benchmarks outlines in “When to Return” in this document.

### **Duty to Self-monitor**

Participants and volunteers agree to self-monitor for signs and symptoms of COVID-19 (symptoms typically include fever, cough, and shortness of breath) and, contact RSA at [info@rsahomeschool.org](mailto:info@rsahomeschool.org) if they experience symptoms of COVID-19 within 14 days after participating or volunteering with RSA.

## **Release and Waiver**

I hereby release, waive and forever discharge any and all liability, claims, and demands of whatever kind or nature against the Renaissance School of the Arts and its affiliated partners and sponsors, including in each case, without limitation, their directors, employees, volunteers and members (the "RELEASEES"), either in law or in equity, to the fullest extent permissible by law, including but not limited to damages or losses caused by the negligence, fault or conduct of any kind on the part of the released parties, including but not limited to death, bodily injury, illness, economic loss or out of pocket expenses, or loss or damage to property, which I, my heirs, assignees, next of kin and/or legally appointed or designated representatives, may have or which may hereinafter accrue on my behalf, which arise or may hereafter arise from my participation with the activity.

## **Assumption of the Risk**

### **I acknowledge and understand the following:**

1. Participation includes possible exposure to and illness from infectious diseases including but not limited to COVID-19. While particular rules and personal discipline may reduce this risk, the risk of serious illness and death does exist;
2. I knowingly and freely assume all such risks related to illness and infectious diseases, such as COVID-19, even if arising from the negligence or fault of the RELEASEES; and
3. I hereby knowingly assume the risk of injury, harm and loss associated with the Activity, including any injury, harm and loss caused by the negligence, fault or conduct of any kind on the part of the RELEASEES.

While particular rules and personal discipline may reduce this risk, the risk of serious illness and death does exist; and, I knowingly and freely assume all such risks, both known and unknown, even if arising from the negligence of the RELEASEES or others, and assume full responsibility for my participation; and, I willingly agree to comply with the stated and customary terms and conditions for participation as regards protection against infectious diseases.

**I have read this Liability Waiver, Release of Claims, and Assumption of Risk Agreement, fully understand its terms, understand that I have given up substantial rights by signing it, and sign it freely and voluntarily without inducement. This waiver shall remain valid unless expressly revoked by the participant or parent or guardian of a minor, in writing, with receipt acknowledged by the released parties.**

Name:

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Email:

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Signature:

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Date signed:

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**Participants of Minority Age** (Under age 18 years at the time of registration)

This is to certify that I, as parent/guardian, with legal responsibility for this participant, have read and explained the provisions in this waiver/release to my child/ward including the risks of presence and participation and his/her personal responsibilities for adhering to the rules and regulations for protection against communicable diseases. Furthermore, my child/ward understands and accepts these risks and responsibilities. I for myself, my spouse, and child/ward do consent and agree to his/her release provided above for all the RELEASEES and myself, my spouse, and child/ward do release and agree to indemnify and hold harmless the RELEASEES for any and all liabilities incident to my minor child's/ward's presence or participation in these activities as provided above, even if arising from their negligence, to the fullest extent provided by law.

Name of minor child #1:

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Name of minor child #2:

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Name of minor child #3:

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Name of minor child #4:

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Name of minor child #5:

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Name of minor child #6:

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Name of parent/guardian:

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Parent guardian/signature:

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Date signed:

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