The Baum School of Art’s Health and Safety Plan was developed in accordance with CDC guidelines and State Health Department recommendations.

YOUTH STUDENT DROP-OFF
Youth students should remain in their vehicles in the parking lot. A clearly identified Baum School staff member will complete a brief household symptom questionnaire and an in-vehicle contactless temperature check with an infrared no-touch forehead thermometer. Students will then be escorted into the building, provided their household is symptom free, they do not have a fever, and they are properly wearing a mask. Anyone with a temperature of 100.4°F or over, or a temperature over 99.9°F after two checks, will not be permitted to enter the building, and will be required to follow CDC guidelines for when it is safe to return. In most cases, we will be able to provide a prorated credit to be used at a later date.

YOUTH STUDENT PICK-UP
Upon arrival for pickup, parents and guardians should park in the Baum School's parking lot. A staff member will approach your car and ask for your child’s name and verify your name is on the approved pick up list. Only those listed on your approved pickup list will be permitted to pick up your child. Your child will then be escorted to your vehicle.

ADULT STUDENT CHECK-IN
Adult students should come to the entrance in the school’s parking lot. Approximately 10 minutes prior to the start of class, a Baum School staff member will complete a brief household symptom questionnaire and a contactless temperature check with an infrared no-touch forehead thermometer. Students will then be admitted into the building, provided their household is symptom free, they do not have a fever, and they are properly wearing a mask. Anyone with a temperature of 100.4°F or over, or a temperature over 99.9°F after two checks, will not be permitted to enter the building, and will be required to follow CDC guidelines for when it is safe to return. In most cases, we will be able to provide a prorated credit to be used at a later date.

VISITORS AND GUESTS
Only registered students are permitted in the building during their class time. Parents, guardians, and other guests will not be permitted to wait inside the building for students. For all other purposes, visitors must have a scheduled appointment in order to enter the building.

MASKS AND PERSONAL PROTECTIVE EQUIPMENT
In Pennsylvania, masks must be worn whenever anyone leaves home. Masks are mandatory in all public spaces. All staff, volunteers, and students will be required to wear a mask that covers their nose and mouth. Masks should not be worn by:
- Children younger than 2 years old
- Anyone who has trouble breathing
- Anyone who is unconscious, incapacitated, or otherwise unable to remove the mask without assistance

Feasibility and Adaptations
CDC recognizes that wearing masks may not be possible in every situation or for some people. In some situations, wearing a mask may exacerbate a physical or mental health condition, lead to a medical emergency, or introduce significant safety concerns. Adaptations and alternatives should be considered whenever possible to increase the feasibility of wearing a
mask or to reduce the risk of COVID-19 spreading if it is not possible to wear one. See the CDC’s website for further guidance: [https://www.cdc.gov/coronavirus/2019-ncov/preventgetting-sick/clothfacecoverguidance.html](https://www.cdc.gov/coronavirus/2019-ncov/preventgetting-sick/clothfacecoverguidance.html)

**Masks with Exhalation Valves or Vents**
The purpose of masks is to keep respiratory droplets from reaching others to aid with source control. However, masks with one-way valves or vents allow air to be exhaled through a hole in the material, which can result in expelled respiratory droplets that can reach others. This type of mask does not prevent the person wearing the mask from transmitting COVID-19 to others. Therefore, CDC does not recommend using masks for source control if they have an exhalation valve or vent.

**Face Shields**
A face shield is primarily used for eye protection for the person wearing it. At this time, it is not known what level of protection a face shield provides to people nearby from the spray of respiratory droplets from the wearer. There is currently not enough evidence to support the effectiveness of face shields for source control. Therefore, CDC does not currently recommend use of face shields as a substitute for masks.

However, wearing a mask may not be feasible in every situation for some people for example, people who are deaf or hard of hearing—or those who care for or interact with a person who is hearing impaired. Here are some considerations for individuals who must wear a face shield instead of a mask:

- Although evidence on face shields is limited, the available data suggest that the following face shields may provide better source control than others:
  - Face shields that wrap around the sides of the wearer’s face and extend below the chin.
  - Hooded face shields.
- Face shield wearers should wash their hands before and after removing the face shield and avoid touching their eyes, nose and mouth when removing it.
- Disposable face shields should only be worn for a single use and disposed of according to manufacturer instructions.
- Reusable face shields should be cleaned and disinfected after each use according to manufacturer instructions or by following [CDC face shield cleaning instructions](https://www.cdc.gov/coronavirus/2019-ncov_preventgetting-sick/clothfacecoverguidance.html).
- Plastic face shields for newborns and infants are NOT recommended.

**STAFF WELLNESS CHECKS**
All staff and volunteers will be required to wear a mask that covers their nose and mouth and also a face shield or gloves in certain instances. All staff members will complete daily temperature checks and symptom questionnaires prior to the start of their shift. Anyone with a temperature of 100.4°F or over, or a temperature over 99.9°F after two checks, will not be permitted to enter the building, and will be required to follow CDC guidelines for when it is safe to return. Any staff member or volunteer who is sick, experiencing symptoms, has tested positive or has recently had close contact with a person with COVID-19 is required to notify their supervisor, stay home, monitor their health, and follow CDC guidelines for when it is safe to return. In accordance with all applicable laws, all adult students, guardians of children or teen students, and local health officials will be notified should a confirmed case of COVID-19 arise within the building.

**SOCIALLY DISTANCED CLASSROOM DESIGN**
Maximum class sizes have been reduced to ensure that safe social distancing can be achieved within each classroom space. Classrooms and furniture have been reorganized to ensure 6 feet of social distance between students. All youth students will be given their own lidded bin for personal belongings and a separate lidded bin for personal art materials which will be sanitized. Shared materials will be limited. Any shared materials will be thoroughly cleaned and disinfected after use. Adult students are responsible for bringing their own supplies, and taking them home at the end of each class. Workstations will be arranged so that students do not face one another. Signage throughout the building will help guide students to remain socially distanced throughout their experience.

**CLEANING AND SANITIZATION**
Healthy Hygiene Habits
Staff and students will be instructed on proper cough/sneeze hygiene and handwashing techniques. Our classrooms are equipped with sinks, soap and water, as well as sanitizer that contains at least 60% alcohol throughout the facility. All students and staff must wash their hands or sanitize upon entry and exit of classroom, for restroom breaks, and as needed throughout the class.

Illness Policies and Procedures
Employees and students who are sick, or have recently had a close contact with a person with COVID-19, should stay home and monitor health. Employees and campers should stay home if they have tested positive for, or are showing COVID-19 symptoms.

Anyone displaying symptoms of a communicable disease may not remain in class.

For children and teen students, the student will be isolated from the rest of the children in the designated supervised isolation space. Parents will be contacted to pick up the student and the child will be unable to attend class until they are fever free for 24 hours without the use of medication. Students who become sick during the session are asked to self-report symptoms to school administrators, so that appropriate illness procedures may be implemented.

Symptoms
People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

This list does not include all possible symptoms. See CDC’s website for additions or updates to this list.

Illness Reporting Requirements
If employees or students become sick with COVID-19 symptoms, test positive for COVID-19, or have been exposed to someone with symptoms or a confirmed or suspected case, they must not come to class and need to notify the designated COVID-19 point of contacts below by phone (610.433.0032) and email:
Primary Contact - Laurie Siegfried, Director of Operations and Marketing – laurie@baumschool.org
Secondary Contact – Shannon Fugate, Executive Director – shannon@baumschool.org

Classroom Plan for Instructor or Student Exhibiting Illness and/or Possible Case of COVID-19
The student will be isolated from the rest of the children in the designated isolation space and parent/guardian will be contacted. All the supplies, and the areas/classroom the student was in contact with will be sanitized. If necessary, students will be relocated to another classroom until the space is safe to reenter.

**CLASSROOM PLAN FOR A POSITIVE COVID-19 CASE**

All the supplies, and the areas/classroom the student was in contact with will be sanitized. In the event that an instructor or student tests positive for COVID-19, in accordance with state and local laws and regulations, school administrators will 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). Families of other students in the class will be notified of the confirmed case via email and phone call.

Students who are registered for an in-person class and need to follow quarantine safety guidelines will be given access to virtual instruction or a credit for future class, if possible.

**WHEN TO RETURN TO WORK OR CLASS**

Employees and students should follow CDC’s criteria of when they should return to work or school:

**WHEN YOU CAN BE AROUND OTHERS AFTER YOU HAD OR LIKELY HAD COVID-19**

If you have or think you might have COVID-19, it is important to stay home and away from other people. Staying away from others helps stop the spread of COVID-19. If you have an emergency warning sign (including trouble breathing), get emergency medical care immediately. When you can be around others (end home isolation) depends on different factors for different situations.

**I think or know I had COVID-19, and I had symptoms. You can be with others after:**

- 10 days since symptoms first appeared and
- 24 hours with no fever without the use of fever-reducing medications and
- Other symptoms of COVID-19 are improving*

*Loss of taste and smell may persist for weeks or months after recovery and need not delay the end of isolation

Most people do not require testing to decide when they can be around others; however, if your healthcare provider recommends testing, they will let you know when you can resume being around others based on your test results. Note that these recommendations do not apply to persons with severe COVID-19 or with severely weakened immune systems (immunocompromised). These persons should follow the guidance below for “I was severely ill with COVID-19 or have a severely weakened immune system (immunocompromised) due to a health condition or medication. When can I be around others?”

**I tested positive for COVID-19 but had no symptoms. If you continue to have no symptoms, you can be with others after:**

- 10 days have passed since you had a positive viral test for COVID-19.

Most people do not require testing to decide when they can be around others; however, if your healthcare provider recommends testing, they will let you know when you can resume being around others based on your test results. If you develop symptoms after testing positive, follow the guidance above for “I think or know I had COVID-19, and I had symptoms.”

**I was severely ill with COVID-19 or have a severely weakened immune system (immunocompromised) due to a health condition or medication. When can I be around others?**

People who are severely ill with COVID-19 might need to stay home longer than 10 days and up to 20 days after symptoms first appeared. Persons who are severely immunocompromised may require testing to determine when they can be around others. Talk to your healthcare provider for more information. If testing is available in your community, it may be recommended by your healthcare provider. Your healthcare provider will let you know if you can resume being around other people based on the results of your testing.
Your doctor may work with an infectious disease expert or your local health department to determine whether testing will be necessary before you can be around others.

**For Anyone Who Has Been Around a Person with COVID-19.**
Anyone who has had close contact with someone with COVID-19 should stay home for 14 days after their last exposure to that person. However, anyone who has had close contact with someone with COVID-19 and who:
- developed COVID-19 illness within the previous 3 months and
- has recovered and
- remains without COVID-19 symptoms (for example, cough, shortness of breath) does not need to stay home.

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**SOURCES OF INFORMATION**
Below is a list of sources used to create this document:

- **Governor Wolf’s Summer Recreation, Camps and Pools Frequently Asked Questions**

- **CDC Suggestions for Youth and Summer Camps**

- **Considerations for Community Based Organizations**

- **CDC Guidance on when to isolate or quarantine**

- **CDC Guidance on when it is safe to return to camp/work**

- **CDC Symptoms of Coronavirus**

- **CDC Cleaning and Disinfection**

- **Important Information About Your Cloth Face Coverings**

- **How to Safely Wear and Take Off a Cloth Face Covering**

- **Local Health Authority—Allentown City Bureau of Health**
  245 N 6th St, Allentown, PA 18102-4168
  Phone: (610) 437-7760
  [https://www.allentownpa.gov/Health-Bureau](https://www.allentownpa.gov/Health-Bureau)