Safety Guidelines for reopening

In light of the COVID-19 pandemic, Georgia State recommends reopening with the following strict guidelines in order to protect the safety of clients and employees. The recommendations should be used in conjunction with the board rules for safety and sanitation that are currently in place. Keep in mind that these guidelines will be in effect during the period of the COVID-19 pandemic and may be adjusted as necessary, and they will be reduced when safe to do so. We will be using the OSHA “Guidance on Preparing Workplaces for COVID-19” as a guide for reopening.

Infection Control

- **Temperature Check**
  - Assign ONE staff to check
  - Utilize touchless thermometer
  - Log of staff and results
  - Clean after procedure
    - Check the temperature of each faculty daily.
    - Check the temperature of each participant who enters the facility.
  - Any staff or participant who has a temperature above 99°F should be sent home immediately and not allowed to return until they have no fever and no evidence of COVID-19 symptoms.

- **Symptom Check** - Ask each staff/participant entering the studio the following questions:
  - Do you have a cough or shortness of breath?
  - Do you have a fever?
  - Have you been around anyone exhibiting these symptoms for COVID-19 within the past 14 days?
    - Fever; chills; muscle pain, headache; sore throat; loss of taste or smell
  - Are you living with anyone who is sick or quarantined?

Handwashing:

- Wash with soapy, warm water, for a minimum of 20 seconds will be required by staff and participants entering the facility.
- Employees should frequently wash their hands after the using the phones, supplies, assisting participants. Wipe these surfaces between each use.
- Provide hand sanitizer and tissues for staff and participants.

Disinfection:

- The studio will be thoroughly cleaned and disinfected prior to reopening. Disinfect all surfaces even if they were cleaned before the studio was closed.
- Use disinfectants that are EPA –registered and labeled as bactericidal, virucidal and fungicidal. No product will be labeled for COVID-19 yet, but many will have human coronavirus efficacy either on the label or available on their website. The EPA has approved any product that has tested as effective against human coronavirus. If in doubt of the effectiveness, check the EPA website.
- Clean and wipe all door handles and other surfaces that are regularly touched by staff and participants with disinfectant wipes.
  - **Great Prospects rooms:**
    - Wipe down all seats and tables; cloth chairs cannot be properly cleaned and disinfected, using a plastic cover should be considered or removal.
    - Avoiding the exchange of cash can help greatly in preventing spread of virus, but if this is unavoidable, be sure to wash and sanitize hands well after each transaction. The use of credit/debit transactions is preferred, using touch/swipe/no signature technology.
    - Clean and disinfect all areas, daily. Clean and disinfect all materials after use.
Placement of visible and appropriate signage to communicate to the customer that thorough sanitation procedures are in place.

→ **Restrooms:**
  - Clean and disinfect ALL restroom surfaces including floors, sinks and toilet bowls. Store paper products in a closed cabinet and provide antibacterial hand soap.
  - Place trashcan by door. Remove anything that does not have to be in the restrooms.

**Social Distancing**
- **Limit people in the rooms** – No more than six people in each room at one time (5 participants, 1 staff)
- **Maintain social distancing at all times!** Spacing between persons in the rooms should be at least six feet. No hands-on corrections allowed.
- Consider floor stickers and signage that provide guidance for social distancing.

**Personal Protective Gear**
- **Wearing masks** – Staff will be required to wear masks at all times. Participants should wear face masks when possible.
- **Employee clothing** – Employees should arrive at Great Prospects showered and wearing clean clothing. Employees should change clothes before entering their homes when they return from work.

**Participant Protocol**
- Meet participants at the front door. Take their temperature and log as they walk in the door. Parents are not allowed to come in
- Participants must wash hands when they enter their room
- Place any bags or items on the table provided in the hallway outside the rooms
- Do not hug or touch any fellow participants or staff
- If you have antibacterial wipes or hand sanitizer please bring these with you, however, we will provide.
- Maintain a reasonable 6 ft apart during the day
- Bring your own water
- Tables used for lunch must be wiped with sanitizing wipes after lunch
- Before dismissal at the end of the day, participants will wash their hands before being walked to their parents or caregivers cars