



Butcher's Sew Shop COVID-19 Hygiene & Safety Plan

We want to assure you that Butcher's Sew Shop remains committed to your family's safety. We are following all guidelines set forth by the Center for Disease Control (CDC) and the Pennsylvania Department of Health for childcare programs. This is an evolving document as we continue to follow the activities of these agencies so that we are up to date on any new rulings or guidance that may be issued.

As outlined below, we will be implementing enhanced cleaning and sanitizing standards as well as new protective measures, and a comprehensive plan has been put in place in the event of confirmed unintentional exposure.

Pre-Class Screening Process:

Upon registration, you will digitally sign our COVID-19 Health Agreement. This agreement states your understanding that if your child is showing any symptoms related to COVID-19 or has interacted with anyone with COVID-19 symptoms, they must be sent home and kept at home until certain criteria are met.

Student Entry/Drop-Off Protocol:

The following protocol will be followed when you bring your child to class each day.

- Drop-off times will be staggered to prevent larger numbers of people coming into contact when entering the studio.
- All adults dropping off children must be wearing a face covering and remain 6 feet away from other families.
- Only one guardian may approach the door with your child for drop-off.
- Once you arrive, you will be met outside the door by a staff member wearing a mask who will ask you and your child our screening questionnaire and proceed with a no-contact temperature check.
- Once you and your child have been screened, you may enter briefly to see them off permitting there is no contact with other campers.
- Non-essential visitors will not be permitted inside, including siblings who are not attending camp.

Student Departure/Pick-Up Protocol:

The following protocol will be followed when you pick up your child from camp each day.

- Campers ages 10 and older are able to walk home on their own with written permission from a guardian
- Pick-up times will be staggered to prevent larger numbers of people coming into contact when entering the studio.
- All adults picking up children must be wearing a face covering.

- When picking up your child, follow protocol by knocking and waiting for a staff member to bring your child to you with their possessions. Maintain a six foot distance from other guardians.

Playground and Lunch Protocol (for day camps only):

Modified Green Phase protocol for camps as stated by the City of Philadelphia will not permit us to visit public playgrounds at lunch as we normally do. Instead, lunch may be eaten inside or, weather permitting, at a nearby park without a playground.

- Walking to parks will be staggered by group.
- Campers will bring their own meals and will eat in separate areas with their smaller group. Food sharing will not be permitted.
- In the event a park is overcrowded or raises any safety or health concerns, campers will return to the studio or park time will be adjusted to avoid direct contact with other groups.

Health & Safety Measures:

The following measures will be put in place to encourage social distancing as much as is possible with school age children and to prevent the spread of infection.

- All children are required to wear face coverings
- Children and staff will wash hands regularly with soap and water. Hand sanitizer, disinfectant wipes and soap and water will be readily available.
- Children will be separated into small groups. All activities from drop-off times to lunchtime walks to sewing at the machines will be performed within the same group of students. Mixing between groups will be limited as much as possible.
- Sharing of supplies and equipment will be limited. Each child will be given an individual supply kit which will be disinfected each day and reused by the same child for the duration of the camp week. Machine sewing time will be rotated so only one group uses machines for a duration before they are disinfected.
- Activities and projects will be adjusted to limit sharing of items and equipment.
- Staff will routinely clean and disinfect supplies and surfaces, including a two hour disinfection period from 3-5pm after every camp day. Special attention will be paid to high-touch areas.
- Campers will be required to bring pre-filled water bottles. Single use water bottles will be provided in the event a camper forgets their water bottle. Water coolers will be off limits to campers.
- Changes in infection rates in our area will be monitored and we will communicate with staff, families and local authorities as needed.
- Children should bring their own spray sunscreen for self-administration as needed for any outdoor activities.

Staff Protocol:

- All staff will be trained in COVID-19 hygiene and safety protocols.
- Staff will wear cloth face-coverings. Ample clean face-coverings will be provided and face-coverings may not be worn for more than one day without being sanitized.
- Staff will be screened and have their temperatures checked before the start of every class.

- A pool of trained substitutes will be available in the event a staff member is feeling unwell or unable to work.
- Flexible leave policies will be in place to ensure staff feel encouraged to stay home if unwell.

Complex Medical Care/Compromised Immune Systems:

Children or parents/guardians with complex medical needs or compromised immune systems should consult with their medical provider before making the decision to attend a class or camp.

Plan for When Someone Becomes Sick:

- Staff who develop symptoms of COVID-like illness (cough, shortness of breath, or any 2 of the following symptoms: fever, chills, muscle pain, sore throat, new loss of taste or smell) will immediately be sent home. If they need to be picked up, they will wait in a designated isolation room or area while waiting.
- If campers develop symptoms, they will be brought to a designated isolation area with a staff member wearing a mask and gloves while waiting to be picked up.

When can someone with symptoms be allowed back to the studio?

- If a child or staff member has COVID-like illness, they can return to camp if:
 - Initial COVID-19 testing is negative and individual meets the company's normal criteria for return after an illness OR
 - A clinician has evaluated the child and documented an alternative diagnosis OR
 - COVID-19 testing was not done and all of the following are true:
 - at least 10 days since the onset of symptoms AND
 - fever-free off anti-fever medications for 3 days AND
 - symptoms are improving. Note: repeat COVID testing is not required to return to the studio.

In the event of a confirmed case of COVID-19 in our community:

If a staff member, child, guardian or anyone who has been in close contact with a staff member, child or guardian tests positive for COVID-19 the following steps will be taken. Staff and families are required to self-report. Our designated point-person for COVID-19 concerns will be Andrea Brown. She can be contacted at 215-309-1866 x2 or by email at andrea@butcherssewshop.com.

- Campers and staff will be sent home and camp for that week will be cancelled.
- We will determine who in our community may have been exposed to the infected person and contact them so that they may take steps such as seeking testing, quarantining and any appropriate restrictions.
- All children and staff in the same camp cohort or who have come in close contact with the case (defined as greater than 10 minutes of interaction less than 6 feet away) should quarantine at home for 14 days. Anyone who develops symptoms during that time should contact their healthcare provider to request testing.
 - In accordance with PDPH guidance, the COVID positive individual should remain home until all of the following are true:
 - at least 10 days since the onset of symptoms AND
 - until fever free off anti-fever medications for 3 days AND

- symptoms are improving.
- Staff will follow medical recommendations including testing and a 14 day quarantine period to monitor symptoms.
- Campers may not return until after a negative test or 14 day quarantine period.
- The studio will be professionally sanitized, as recommended
- Local officials and necessary bodies will be contacted.

Thank you for reading our COVID-19 Safety Protocols. We will continue to update this document as information becomes available to us. We look forward to a safe summer and welcome any questions.

Additional Resources:

- CDC Considerations for Youth & Summer Camps:
<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/summer-camps.html>
- PA COVID-19 Safety Considerations for Businesses:
<https://www.pa.gov/wp-content/uploads/2020/04/COVID-19-Reopening-Businesses-Flyer-8-5x11-1.pdf>