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Northwest Children's Theater: In-Person Catalyst Safety Protocols

Last updated 9/1/21

We appreciate your family working with us to keep everyone at NWCT safe! **Please review the procedures below with your child before coming to class.**

*NWCT will follow all CDC, state, and local guidelines for safety procedures, and will continue to closely monitor infection rates throughout the summer. **NWCT reserves the right to change any in-person class to an online class at any time for safety reasons. Refunds will not be provided if a class moves online.***

Before Class Begins:

Each day of class, families must complete an online daily screening questionnaire no later than a half hour before you class begins.

The form will ask about:

- Student and household members' potential COVID symptoms (cough, shortness of breath, difficulty breathing, fever, chills, sore throat, new loss of taste or smell)
- Contact with a suspected or confirmed case of COVID-19
- Positive tests for COVID-19 that have not yet been cleared as non-contagious by state or local public health authorities
- Any household travel within the last 14 days
 - We request that you do not schedule your child for class fewer than 14 days after anyone in your household has traveled internationally or domestically

If the form is not complete, or the answers indicate that it is not safe for a child to attend, that student will not be permitted to attend. All screening information will remain completely confidential.

We appreciate your careful choices outside of class that will help us care for everyone involved!

Drop Off & Check-in Procedures:

- Drop off and health screenings will occur outdoors. Specific details will be sent via email.
 - **All family members must wear a [CDC-approved mask](#) for check-in.**
 - Social distancing (6 feet apart) is required.



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- When you arrive, NWCT staff will check that you have completed your screening form. Students will also be checked for a fever with an infrared thermometer.
- Once cleared, students will be given a disposable mask and asked to sanitize their hands (sanitizer will be provided).

Staff and teaching artists will also undergo daily screenings and wear CDC-approved PPE.

During Class:

Masks, Hand Washing, and Social Distancing

Students, staff, and teaching artists must wear snug, well-fitting masks at all times.

- Disposable masks will be provided to students each class. You are welcome to wear personal fabric masks over top of your disposable masks.
 - Participants in Catalyst classes and projects that include singing must be double-masked or wear an NWCT-issued respirator.
- Masks may only be removed for quickly drinking water.
 - We recommend bringing a filled water bottle to class.

Hand washing/sanitizing will be required upon entrance to the building and after using the restroom.

Classrooms will be set up to help students maintain appropriate social distancing.

- Although state regulations currently require 3 feet of distance between students, we will strive for 6 feet as often as possible.

All NWCT teaching artists in the classrooms at the same time as students will be vaccinated.

Cleaning, Sanitizing, and Air Flow

NWCT Staff will clean and sanitize regularly.

- High-touch areas (doorknobs, sinks, etc.) will be cleaned throughout the day/evening
- Shared items will be cleaned in between uses and kept to a minimum
- Classrooms will be cleaned, aired out when possible, and sanitized in between pod use
- The full building will be thoroughly cleaned daily



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Classes will only be held in spaces that are ventilated.

- Classroom windows will be open at all possible times to maximize clean air in the space.
- Each classroom will have an industrial air purifier with a minimum CADR of 600, creating a minimum of 6 Air Changes/Hour (ACH). (Above and beyond CDC recommendations.)
- Classes that include singing will be held in the classrooms with the best possible ventilation.

Symptoms & Positive COVID Tests

Any student, teaching artist, or staff member who becomes unwell or displays COVID-19 symptoms while in the building, will be asked to leave class immediately.

- Students will wait comfortably in an outdoor isolation area (or indoors if weather is inclement) with a dedicated staff member who will contact their parent or caregiver to arrange for immediate pick-up.
- Any student, teaching artist, or staff member displaying COVID-19 symptoms, will be asked to get tested before returning to class.

If a student, teaching artist, staff member, or household member tests positive for COVID-19, the relevant class will immediately transition to an online class.

- All families with students considered in contact with the positive tested person (inside, within 6 feet, for more than 15 minutes) will be notified by NWCT staff that they should consider quarantining.
- All families participating in any class during the same day as the positive case will be notified by NWCT staff.
- The identity of the person who tested positive will remain confidential.
- Refunds will not be provided if a class moves online.

We request that any positive COVID-19 tests during class or in the weeks following class be reported to NWCT so that we can alert Multnomah County and assist with contact tracing efforts.



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Pick Up Procedures and Final Performances/Demonstrations

Pickup will occur outdoors. More specific details will be included in your welcome email. Parents/Caregivers may not enter the building for any reason.

- If your child's class is preparing a final performance or demonstration, it will either be filmed and distributed via email, or presented for parents via Zoom.

If you have any additional questions or concerns, please contact Dustin Brown at dustin@nwcts.org.