

District Clay Re-Opening COVID-19 Guidelines and Procedures

(Updated 7/30 vers.)

Our objective is to create a safe and secure place for people to play with clay. We are monitoring developments and information about how to best protect against COVID-19 and are also regularly surveying our student body to make sure they feel as safe as possible in our space. District Clay is following CDC Guidelines and District of Columbia Phase Two Mandates. These guidelines are subject to revision.

Please send any questions or comments about these procedures to Cass Johnson (cass@districtclaycenter.com)

Physical Area Changes:

Wheels and handbuilding stations are now six feet apart with partitions. Each wheel station now has individual wedging and waxing stations. Six-foot distancing markers are placed on the floor through the Center, including at sinks and entry areas.

We are increasing the height and length of many of our partitions (7/30).

Our Large Wheel Room features M-25 HEPA Air King Filtration units which filter the room air to 99.97% (higher filtration than an N-95 mask) four times an hour, 96x a day. Also, we have placed fans to circulate air from our small wheel room into this room.

Contactless sanitizer and soap dispensers are provided.

District Clay supplies all necessary tools for students but students may bring their own tools or purchase a quality eight piece Kemper tool kit for \$20.

Rooms Now Have Occupancy Restrictions:

- Big Wheel Room – 11 wheels and 1 teacher wheel
- New Small Wheel Room (formerly Gallery/Lounge area) – 8 wheels and 1 teacher wheel
- New Handbuilding Room (formerly the Small Wheel Room) – 8 handbuilding stations and one teacher station
- Cone 10 glaze room (formerly the handbuilding room) – max occupancy of two people.

Changes to Class Times and Class Sizes:

We have reduced our class sizes and spread out our wheels - our max class size is now 12 and wheels are spread out.

- All wheels are at least six feet apart but students may choose wheels which are further apart. Handbuilding stations are at least six feet apart as well with partitions.

Class times have changed and are now staggered to give students time to enter and exit while maintaining social distancing. Students now enter through the side door and exit through the glaze room door. The front door is closed.

New Entry and Use Requirements for Students, DCC Artists and Teachers:

Anyone entering District Clay must:

1. Put on a mask. **Masks must be worn at all times while at District Clay.**
2. Review the *Do Not Enter Guidelines* (below) posted on the door.
3. Sanitize & wash their hands
4. Get a temperature check using a no contact forehead thermometer. Anyone with temperatures over 100.4 degrees will not be admitted.

5. Sign in so that we can create a contact list. We ask that any DCC student who becomes infected or believes they have been infected to contact us immediately.
6. Disposable masks and gloves will be provided to DCC students upon request.

Review Do Not Enter Guidelines:

Fever or chills, cough, shortness of breath, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, diarrhea or nausea, temperature over 100.4 degrees

Mandatory Disinfecting and Cleaning Procedures:

The last 30 minutes of class are reserved for clean-up and disinfecting.

- Students may be asked to clean up and disinfect in shifts.
- Students must follow 6-foot distancing markers on the floor when accessing the sinks.
- Partitions have been constructed between the sinks.

Student will clean up and disinfecting at their wheel/handbuilding stations.

- After disinfecting, surfaces and tools should be left wet for at least 60 seconds.

Common area glaze and wedging tables must be cleaned and disinfected **after each use**.

District Clay staff will disinfect common areas of the studio daily.

District Clay uses EPA approved disinfectants.

New Drop in Rules:

Drop ins are free but because of reduced number of classes, please check our current class schedule. This includes Sunday Open Studio from 12:40 to 3:10 pm and Mon/Wed mornings from 10-12:30 pm.

Drop ins may be suspended during certain times if too many people drop in; District Clay is actively monitoring room occupancy rates.

Revised Refund Rules:

New students may get a 100% refund after their first visit if they do not feel comfortable. They may get a 50% refund if they let us know by their third class.

Class are restarting gradually during the month of July. Please review our class schedule start times and dates.

Restarting DCC Students:

Current DCC students who do not wish to restart their classes at this time will be given a transferable credit for their remaining classes that will be good for two years. We are not able to give refunds at this time.

Current DCC students will be contacted one week prior to their class restarting.

Class Suspensions Because of Illness or Self-Quarantine or DCC Closure:

- Students may suspend classes for up to two weeks because of illness or self-quarantine
- Students who need to absent for longer than two weeks because of COVID-19 (either self quarantine or illness) will receive a credit for any unused classes.
- If the virus resurges in the District and District Clay is ordered to close, your classes will be suspended and you can restart when we re-open or receive a credit for any remaining classes.