

District Clay Re-Opening COVID-19 Guidelines and Procedures

(11/10/2020 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. We regularly poll our students to see how we are doing and have also installed a Suggestion Box to get comments in real time.

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, ware pick up areas, entry area and around the wheels.

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.

We move fresh air through the studio through the use of a large 3-foot-wide exhaust fan which is placed in our loading dock door. With doors and windows in the front of the studio open, this fan enables us to bring recycle fresh air into our space of at least 8x an hour (the fan exhausts 13,300 cubic feet of air per minute out of the studio.)

Contactless sanitizer and soap dispensers are provided at key areas throughout the Center.

District Clay supplies all necessary tools for students but students may bring their own tools or purchase a quality eight piece Kemper tool wheel kit (\$20) or a 22 piece ARITZA handbuilding kit (\$22).

For interested students, we are selling FDA certified reusable Powecom KN95 masks (>95% filtration; equivalent level to N95 (which are reserved for medical personnel)) at cost (\$3) and supplying a plastic bag and instructions. We suggest students keep the mask on their shelf in the plastic bag when not at the Center.

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 Mini-Wheel Room – 4 wheels
- 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.

- Wheel and handbuilding stations are at least six feet apart and partitioned.
- 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.

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 mounted no contact forehead thermometer. Anyone with temperatures over 100.4 degrees should not enter.
5. Sign in so that we can create a contact list and indicate where you are working. This helps us track where students are in the Center at any one time. We ask that any DCC student who becomes infected or believe they have been infected to contact us immediately.
6. Free disposable masks and gloves will be provided to DCC students upon request. For interested students, we are selling FDA certified reusable Powecom KN95 masks (>95% filtration; equivalent level to N95 (which are reserved for medical personnel)) at cost (\$3) and supplying a plastic bag and instructions. We suggest students keep the mask on their shelf in the plastic bag when not at the Center.

Review Do Not Enter Guidelines:

Posted on entry door and throughout the Center:

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 disinfect 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 5:30 to 8 pm and Tuesday Open Studio 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/Credit 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.

Continuing students who feel uncomfortable being at District Clay may suspend classes at any time and get a credit for their unused classes that they can use at a future date.

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 and may do so multiple times during their class session if necessary.
- 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.

Notification of a Positive Case Occurring at District Clay

Here are the steps District Clay will take if a DCC student notifies us they have tested positive for COVID-19. This also applies if someone is advised by a medical authority to self-quarantine.

1. We will immediately interview the person to find out: 1) when they were at District, 2) if they knew how they became infected, 3) if they were following DC guidelines, 4) if they were symptomatic or asymptomatic at the time, 5) who they interacted with and if they were closer than six feet when the interaction. We will also ask if we can share their name with the students in their class. We will write up a report on the incident.
2. We will immediately send a notice to all students and artists who were present at District Clay they interacted with and include the Incident Report. We will also notify all DCC teachers and staff. If CDC guidelines indicate, we will recommend self-quarantine. We will send additional information about COVID 19 resources, testing and include a link to the CDC Self Checker.
3. We will post an Incident Report on the District Clay bulletin board.

Some Things to Keep in Mind

We want to stress that our COVID-19 safety procedures are built around the assumption that anyone at a given moment *could be* positive.

The [CDC](#) has made it simple to understand when someone should consider getting tested:

- If you engage *in close contact* (six feet or less distance) *for 15 minutes or more* with someone who is positive.

At District Clay, if our guidelines are followed, this circumstance should *never* happen. This is why social distancing (6 feet of distance is so important. Please note that merely walking past someone is not considered a risk factor for being infected. This is because exposure is not enough to cause infection. Instead you need to be exposed to a sufficient viral load which scientists believe requires close contact (six feet or less) for a sustained period (15 minutes or more).

In addition, our requirement that all parties wear a mask reduces the possibility of spread through the air, which is now thought to be the primary vector of transmission. (While disinfecting surfaces and tools remains important, surface spread is now considered an unlikely vector for transmission.)