



Facility Guidelines

COVID-19 Safety Precaution Protocols

Keep Informed



We are staying up-to-date with the latest information and safety guidelines from COVID-19 web pages: CDC: www.cdc.gov/coronavirus, Ohio Dept of Health: <https://coronavirus.ohio.gov/wps/portal/gov/covid-19/home>, City of Middletown Dept of Health: <https://www.cityofmiddletown.org/271/Health> Thank you for everything you are doing to keep yourself and your loved ones safe. We will update our facility guidelines as needed, and keep you informed about any new precautions implemented. We are encouraging people to share safety questions and concerns related to COVID-19 with MAC administration and check our website for our latest updates. **We anticipate these guidelines will update regularly as this situation evolves.**

Maintain Distance and Limit Capacity



We are limiting the number of students in each of our classes. Each studio has been optimized for safety. Class sizes have been restricted, and work stations have been arranged, to maintain physical distance. We have postponed reception events and restricted the number of visitors to our facility.

Cleaning Procedures



In addition to our routine cleaning and disinfection procedures, a regular schedule has been implemented to include disinfecting surfaces and “high touch” points such as counters, tables, desks, doorknobs, bathrooms, and handrails. Studios will be disinfected after each class usage.

Practice Good Hygiene



We are posting information in each studio in our facility about the importance of hand hygiene, face masks, respiratory hygiene, and cough etiquette. Tissues, alcohol-based hand sanitizer, and trash cans will be provided in each studio. Soap and water will continue to be available at all sinks and in the restrooms.

Protective Measures



We are requiring that people wear a protective face mask to the MAC. We are following CDC guidelines with respect to protective measures for those who can safely wear masks.

MASKS ARE REQUIRED 100% OF THE TIME AT THE MAC IN COMPLIANCE WITH CURRENT STATE OF OHIO MASK MANDATE.

Stay Home



We ask that people stay home if they feel ill, or have a sick family member in their home. We encourage vulnerable/at-risk individuals, persons 65 and older and those with underlying conditions, to consult their medical provider for advice on if they should stay home. Administration will send people home if they develop symptoms, or show signs illness (fever, cough, shortness of breath) while at the MAC. **We have adopted a temporary “Stay Home” COVID-19 Class Credit Policy to encourage people to stay home.**

Handle Food Carefully



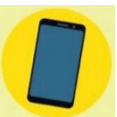
We are limiting food and drink sharing.

Class Scheduling



We ask that students adhere to scheduled class hours, to include: no additional studio time before/after class, no ceramics open studio, no make-ups in other classes. This allows us to maintain our cleaning schedule and class size restrictions.

Action Plan



We have an action plan in place if we are made aware that a staff member, or current instructor or student tests positive for COVID-19. This includes following the CDC’s Public Health Recommendations for Community-Related Exposure and contacting the city of Middletown Health Commissioner.

*The use of “people” shall include: staff, instructors, students, volunteers, board members, and visitors to the MAC.

November, 2020