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# Health & Safety Plan

For Field Trip Groups

Issued 6.1.20.

Last updated 10.8.21

This plan is subject to change based upon updated public health guidance from the CDC and the Pennsylvania Department of Health. Should any policies be updated, all impacted parties will be notified.

## Purpose

This document serves to communicate pertinent aspects of the Da Vinci Science Center’s COVID-19 Operations Plan to all Program Participants and their parents/guardians. Da Vinci Science Center is committed to safeguarding the health and safety of all individuals who interact with the Science Center, including, but not limited to program participants, staff, and volunteers. The Standard Operating Procedures contained within this document have been developed using guidance and recommendations from The Centers for Disease Control and Prevention (CDC) as well as state and local officials and have been designed to coincide with the most up-to-date scientific evidence concerning best practices for preserving public health. The Science Center’s full COVID-19 Operations Plan details the expectations and policies for all staff and volunteers and has been acknowledged by each individual.

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## Health & Safety Plan

### Communication & Contacts

#### Importance of Communication

Communication will be the keystone of our Health & Safety Plans for the 2021-22 programming season. Da Vinci Science Center will communicate with each group leader via email and/or phone using the information provided during registration. A confirmation email will be sent to each group leader immediately upon completing registration. Please be sure to adjust email inbox filters to allow these messages to be delivered and read. Should you need to communicate with Da Vinci Science Center, please identify the most appropriate recipient below.

In accordance with CDC guidelines, Da Vinci Science Center will communicate all health and safety measures with the group leader booking the field trip. The full Field Trip Health & Safety Plan (this document) can be accessed at any time online at <https://www.davincisciencecenter.org/fieldtrips> for future reference by any and all individuals. Additionally, staff and volunteers will communicate scientifically accurate, age-appropriate health and safety guidance with all participants in friendly, positive ways that promote our culture of inclusion, diversity, and understanding.

Science is the Solution, and we are all in this together.

#### Contact Information

Questions can be sent to [ask@davincisciencecenter.org](mailto:ask@davincisciencecenter.org)

Or by phone: 610-841-1875



## Health & Safety Plan

### Staff & Volunteers

#### Suspected Exposure to Health Risk

Any staff member or volunteer who is sick, experiencing symptoms, has tested positive or has recently had close contact with a person with COVID-19 is required to notify their supervisor/HR, stay home, and monitor their health. Da Vinci Science Center will notify all guardians and local health officials should a staff member or volunteer working with their camper receive a positive COVID-19 test, in accordance with all applicable laws.

#### Hand Hygiene & Respiratory Etiquette

All Da Vinci Science Center staff and volunteers are required to lead by example and practice good hand hygiene by washing their hands for at least 20 seconds using soap and water and techniques identified by posted signage. Staff and volunteers are also expected to practice good respiratory etiquette, that is, all coughs, sneezes, etc. should be appropriately covered and used tissues immediately discarded.

#### Enhanced Social Distancing

All staff and volunteers are expected to maintain at least 6 feet of personal space when interacting with one another and when setting up experiences/activities for all program participants. Any time 6 feet cannot be maintained, all staff and volunteers are required to take all applicable actions to minimize the risk of spreading germs, including but not limited to hand washing, using single-use materials, and utilizing personal protective equipment.

#### Face Coverings

All staff and volunteers are required to wear a face covering, specifically, a 'face mask,' that covers the wearer's nose and mouth snugly at all times, except while eating or drinking in accordance with the Order of the Secretary of the Pennsylvania Department of Health Requiring Universal Face Coverings and the latest CDC guidelines and recommendations. Cloth face masks will be made available by Da Vinci Science Center to all staff, volunteers, and participants in the event an individual's is damaged, soiled, or otherwise rendered unusable. Cloth masks must be worn correctly and maintained using the information provided from the CDC.

#### Wellness Screening

All staff and volunteers must undergo a temperature check and be symptom free when reporting for their shift. Anyone with a temperature over 100.4°F and/or experiencing any symptoms of COVID-19 will be sent home to monitor their health.



## Health & Safety Plan

### Program Participants

#### Suspected Exposure to Health Risk

Any program participant who is sick, experiencing symptoms, has tested positive or has recently had close contact with a person with COVID-19 is required to stay home, and monitor their health. Should a participant satisfy any of the criteria above, the group leader is asked to contact the Science Center using email or phone number listed in the Health & Safety Plan Contact Information. Da Vinci Science Center will notify the group leader and local health officials if their participant may have been exposed to an individual that received a positive COVID-19 test, in accordance with all applicable laws.

#### Hand Hygiene & Respiratory Etiquette

Science Center staff and volunteers will coach participants to practice good hand hygiene by washing their hands for at least 20 seconds using soap and water while following the techniques identified by posted signage. Staff and volunteers will also encourage good respiratory etiquette, that is, appropriately covering all coughs, sneezes, etc. and immediately discarding used tissues. Personal hygiene items (soap, hand sanitizer, tissues, etc.) will be available to participants in each assigned space and throughout the Science Center. Staff and volunteers will coach participants in a friendly, non-threatening way to instill a culture of good health habits.

#### Classroom Plans

Each program will be restricted to no more than 75% of capacity or a maximum of eighteen (18) participants per room. Rooms will be set up so that participants will be seated at least three feet (3') apart from one another. Homerooms may be separated to accommodate this restriction.

#### Indoor Space Utilization

Increased sanitization practices have been and will continue to be in place throughout the season. Areas of the building where queuing occurs will be labeled to promote ample personal space. Outdoor ventilation will be maximized, and where applicable, windows/doors will be opened, weather permitting.

#### Enhanced Social Distancing

Program participants will be asked to maintain at least 3 feet of personal space when interacting with one another while engaging in experiences/activities with the exception of 6 feet of space while eating. Tables will be configured to maintain 3 feet of space between participants when seated in their assigned Lab. Any time appropriate distance cannot be maintained, staff and volunteers are required to take all applicable actions to minimize the risk of spreading germs, including but not limited to facilitating hand washing, distributing single use- materials to each participant, and encouraging the use of personal protective equipment.



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## Health & Safety Plan

### Face Coverings

All participants are required to wear a face covering specifically, a *'face mask,'* that covers the wearer's nose and mouth snugly at all times, except while eating or drinking in accordance with the *Order of the Secretary of the Pennsylvania Department of Health Requiring Universal Face Coverings (effective July 1, 2020)* and the latest CDC guidelines and recommendations. Face shields are not deemed an appropriate substitute for a face mask, but may be used in addition to a snugly fit face mask. Extra masks will be made available in the event an individual's personal mask becomes damaged, soiled, or otherwise rendered unusable. Medical Exemptions must be documented through the process outlined below.

### Exemption to Face Covering Requirements

In accordance with the current requirement set forth by Pennsylvania's Acting Secretary of Health, Da Vinci Science Center is requiring all members of visiting school groups to wear a face covering that covers the mouth and nose snugly, unless otherwise medically exempt.

- Medically-supported exceptions to the current statewide requirement must be documented in accordance with Section 504 of the Rehabilitation Act or IDEA.
- We kindly request that your school's Section 504 plan administrator send us a count, in writing, of the number of students that have Section 504 –compliant mask-wearing exemptions on record with your school.
  - In the interest of health and safety, our staff will need this count to ensure that only those that are medically exempt from mask wearing are accommodated with exceptions to the current statewide requirement.
  - We ask that this information be conveyed to us directly by your school's Section 504 plan administrator to ensure that the most accurate information is provided and done so in a confidential manner.
  - At this time, we only ask for a total count of documented, Section 504-compliant medical exemptions from mask-wearing and not the names of those individuals.
- Medically-supported exceptions are only available for students, faculty, and administrators of the visiting school group. No Chaperones will be granted medical exemptions.
  - We kindly request that a medical representative of your school, such as your school's nurse, also provide a total count of documented adults requiring medical exception to mask wearing, as it pertains to members of your school's visiting group.
  - Chaperones are NOT currently accommodated by our medical exception policy.

### Participant Drop-Off & Wellness Screening

Health and wellness should be monitored by group leader prior to the start of programming. A Science Center staff member will confirm visit details with the group leader prior to the students exiting the bus. All participants will participate in a brief orientation, conducted by a Science Center staff member, before leaving the bus.

### Personal Items



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Personal items brought to the Science Center by Participants should be minimized, except when necessary. All personal items should be properly labeled and stored in a container (lunch box, backpack, etc.). Da Vinci Science Center will provide bins to store participants' lunches. These bins will only be used by one (1) classroom group at a time, and sanitized between uses.

### Lunch

Dedicated lunch spaces will be assigned to each group so that no group will need to come in contact with another group. The room will be cleared for a half hour before and after each group arrives and departs. Increased sanitization practices have been, and will continue to be in place.

All questions, concerns, and/or comments can be directed to the Science Center using the information found in the Contact Information section on Page 2. We look forward to bringing science to life and lives to science.