



## COVID-19 Response Plan

*Updated October 5, 2021*

This plan has been developed by Stage Kids Board of Directors and Executive Staff based on guidance from the CDC and the Washington State Department of Health (specifically [“Guidance for Child Care, Youth Development, and Day Camps During COVID-19”](#), updated September 13, 2021).

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## Most Recent Updates to this Plan

A full history of updates to this plan can be found on the last page of this document.

- 9/18/21: With immediate effect and until further notice, for the health and safety of participants in Stage Kids programs, the Stage Kids Board will require all staff and contractors to be fully vaccinated or test weekly for COVID-19. Further, volunteers working directly with children must also follow the same protocol.
  - **Exception for Fall 2021:** *Program contractors who have already signed contracts for the 2021 fall quarter who choose not to be vaccinated are strongly encouraged but not required to test weekly. Contractors who are vaccinated but are concerned about a close contact with a COVID case are also encouraged to test. If personal insurance is not available to cover the tests, contractors can have tests billed to Stage Kids.*
- 8/23/21: In alignment with the Governor's mandate, masks are required for everyone (regardless of vaccination status) indoors. (Those with religious or medical exceptions and children under 5 years old are excluded.) The protocol related to quarantine for vaccinated individuals has also been updated.

## Symptom Monitoring and Screening

**Parents must monitor their children for symptoms of illness and keep children home and notify Stage Kids staff if their child has any of the following symptoms:**

- Any cold or flu-like symptoms, including but not limited to: fever (100.4+ degrees), cough, shortness of breath or difficulty breathing, chills, muscle pain, headache, sore throat, new loss of taste or smell; or
- Obtained a positive COVID-19 test result; or
- Been in close contact in the last 48 hours with someone who has tested positive for COVID-19.

**Students who report any of the above will be asked to remain home, isolate and monitor their symptoms. Students exhibiting COVID-like symptoms should test for COVID 3-5 days after symptoms first appear.**

Everyone entering a Stage Kids space will have their temperature taken and recorded.

## Activity Sizes

Stage Kids activities will not exceed 25% of building capacity. Most activities will take place in small groups of 6-20 kids. Show casts have been split into cohorts to maintain limited interaction until full rehearsals begin. Only one person will be allowed in the restrooms at a time.

## Hand Washing and Sanitation

Everyone entering a Stage Kids space will wash their hands thoroughly with soap and water or use hand sanitizer immediately upon entry and often while participating in Stage Kids activities. Students will be reminded to wash their hands after bathroom use.

## Physical Distancing

Students must follow proper physical distancing protocols and remain a minimum of 3 feet apart. Markings have been placed 3 feet apart on the floor to maintain distance between students and employees, and activities have been designed to maintain 3-6' distancing. Only one person will be allowed in the bathroom at a time.

## Facial Coverings

**Everyone over age 2 will be required to wear a properly fitting mask when indoors**, regardless of vaccination status. (Kids who have a note of mask exemption from their healthcare provider will not be required to wear a mask.) Stage Kids will provide 3-ply surgical masks in kids and adult sizes at the door.

For limited Stage Kids activities when it is necessary for the effective achievement of the program, kids and/or staff will be allowed to wear a face shield instead of cloth mask.

Outdoor "mask breaks" will take place during all programs exceeding 75 minutes.

## Drop-Off and Pick-Up Protocol

- **Drop-off:** Family members remain in the car, drive up to entrance to let child out and watch them enter the building.
- **Pick-up:** Family members remain in the car. Enter through west driveway entrance; pull around the back of the building around to the east side to meet a Stage Kids staff and your child. Staff will sign the child out based on initials of family member picking up.
- **If someone other than a parent is picking up child, Stage Kids needs to be notified in advance.**

## Facility Cleaning, Disinfecting, and Sanitation Protocol

### Regular Cleaning

Clorox/Lysol wipes and hand sanitizer will be available at the check-in counter, office, and restrooms. Staff and students will be trained on when and how to use wipes and hand sanitizer. Staff will wipe down high-touch surfaces with Clorox wipes regularly during and after all Stage

Kids programs. The Grange floor will be cleaned twice per week. In addition, the Grange will be fully cleaned by a janitor every week.

## Staff Training

Stage Kids staff will be trained on proper cleaning, specifically:

- High-Touch Surfaces. Employees will sanitize bathroom surfaces (toilet handles, doorknobs, faucets, and soap dispensers), other door knobs, and any other high-touch surfaces after every class/session and during sessions if multiple people are using the facility.
- Customer Contact. Employees will sanitize their hands after physical interaction with a customer along with any areas that a customer has touched.

## Potential COVID-19 Contamination

If it is believed that any location Stage Kids operates in has potentially been contaminated due to COVID-19 exposure, the location will follow all CDHD-recommended protocol before being reopened for in-person instruction.

## Staff and Volunteer Vaccination and/or Testing Requirements

For the health and safety of participants in Stage Kids programs, the Stage Kids Board will require all\* staff and contractors to be fully vaccinated or test weekly for COVID-19. Further, volunteers working directly with children must also follow the same protocol.

*\*Exception for Fall 2021: Program contractors who have already signed contracts for the 2021 fall quarter who choose not to be vaccinated are strongly encouraged but not required to test weekly. Contractors who are vaccinated but are concerned about a close contact with a COVID case are also encouraged to test. If personal insurance is not available to cover the tests, contractors can have tests billed to Stage Kids.*

## Responding to Cases or Suspected Cases of COVID-19

**Staff and parents or guardians of children who test positive for COVID-19 should notify Stage Kids immediately upon receipt of test results.** Stage Kids will report any cases of COVID-19 to our LHJ in alignment with local reporting requirements (see below).

## What to do if Someone Develops Symptoms of COVID-19 While at Stage Kids

If a child or staff member develops COVID-19 symptoms, they will immediately be isolated from others, sent home, and referred to diagnostic testing as soon as feasible, regardless of COVID-19 vaccination status.

## Isolation Space at a Facility

While waiting to leave Stage Kids, the individual with symptoms should wear a cloth face covering or mask if tolerated and should be isolated in a **designated isolation space: Outdoors if weather permits, and if not, Classroom 2**. Anyone providing care or evaluation to the isolated individual will wear appropriate PPE. Close off areas used by the sick person and do not use these areas until after cleaning and disinfecting them. Air out, clean, and disinfect the area after the ill person leaves.

## What to Do if Someone Visited Stage Kids while Contagious with COVID-19

If someone visited Stage Kids while contagious with COVID-19, it is possible that children or staff may have been exposed. A person is contagious with COVID-19 starting two days before they have symptoms (or if asymptomatic, two days before they test positive) and through the end of their isolation period close contacts of a person with COVID-19 should be identified to determine if they must quarantine.

## Returning to Stage Kids After COVID-19 Symptoms and Testing

### If a Person Tests POSITIVE for COVID-19

If a person tests positive for COVID-19, **regardless of vaccination status**, they can return to the facility **after at least 10 days have passed since the date of their positive COVID-19 test if no symptoms are present (up to 20 days for those who are severely ill or immunocompromised), AND they have had no subsequent symptoms.**

### If a Person Tests NEGATIVE for COVID-19

If a person with COVID-19 symptoms tests negative, **they may return to the facility after their symptoms have subsided for at least 24 hours so long as they are not a close contact of someone with COVID-19 and subject to quarantine.** If a person with COVID-19 symptoms tests negative, per CDC antigen testing guidance, a confirmatory lab-based molecular test is recommended. An alternative to confirmatory nucleic acid amplification test (NAAT) is serial antigen testing performed every 3–7 days for 14 days.

### If a Person Chooses NOT to Test for COVID-19

If a person with COVID-19 symptoms does not get tested or see a health care provider from whom they receive an alternative diagnosis, **they should follow the same isolation guidance as persons who test positive.** This is irrespective of vaccination status.

## What to Do if Someone is a Close Contact of Someone with COVID-19

If someone visited Stage Kids while contagious with COVID-19, we will alert those who have been in close contact and determine whether each close contact should quarantine (See Quarantine below). A close contact is someone who was within six feet of a person with COVID-19 for at least 15 cumulative minutes over a 24-hour period during the period of time when the person with COVID-19 was infectious. The infectious period of someone with COVID-19 starts two days before the onset of symptoms or is estimated as two days before the positive test collection date if someone with COVID-19 is asymptomatic. This definition applies regardless of whether the case or contact was wearing a mask. If identified as a close contact, a person may need to quarantine as outlined below.

The definition of a close contact may vary in some situations (e.g., less time spent in close proximity to an unmasked person who is coughing, direct cough/sneeze spray, or other contact that is more intense like sharing drinks, eating utensils, etc.). The ultimate determination of close contact is made by the LHJ during its investigation; it may delegate this determination if appropriate.

## Quarantine

Quarantine is when someone who has been exposed to COVID-19 stays home and away from others for the recommended period of time in case they were infected and are contagious. When an individual is in quarantine, they should stay home and away from others except to get medical care. If a child is in quarantine, they should not go to anywhere except home or to seek medical care.

### People who may be exempt from quarantine:

- **Close contacts who are fully vaccinated and do not have symptoms do not need to quarantine but should be tested 3-5 days following a known exposure to someone with suspected or confirmed COVID-19. They should isolate and follow appropriate guidance if they test positive.** If they develop symptoms consistent with COVID-19, they should isolate themselves from others, be clinically evaluated for COVID-19, and tested for SARS-CoV-2 if indicated. The symptomatic fully vaccinated person should inform their healthcare provider of their vaccination status at the time of presentation to care.
- **Close contacts who had confirmed COVID-19 in the past three months, have recovered, and do not have symptoms, do not need to quarantine but should be tested for COVID-19 with an antigen test 3-5 days post-exposure, watch for symptoms, and get evaluated by a health care provider if symptoms develop.**

**If a close contact is neither fully vaccinated nor recovered from confirmed COVID-19 in the past three months and does not have symptoms, the close contact must quarantine.** There are two options for duration of quarantine:

- **Quarantine can end after 7 full days beginning after the last close contact if no symptoms have developed and after receiving a negative test result. The test should occur no sooner than 48 hours (2 days) before ending quarantine.** Continue monitoring for symptoms until day 14.
- **Quarantine will last for 10 days after the last close contact without additional testing required. However, if any COVID-19 symptoms develop during the 10 days, remain in quarantine the full 14 days and get tested.** Continue monitoring for symptoms until day 14.

Close contacts with symptoms of COVID-19 should follow the steps under What to Do if Someone Develops Symptoms of COVID-19 While at Stage Kids.

### Getting Tested for COVID-19

If children or staff were in close contact with someone with COVID-19, they should contact their health care provider to be tested for COVID-19. **If a person has potentially been exposed to COVID-19 but is not sick, it is best to get tested at least 5 days after the last possible exposure.** If somebody does not have a doctor or health care provider, many locations have free or low- cost testing, regardless of immigration status. See the Department of Health's Testing FAQ or call the WA State COVID-19 Assistance Hotline.

Parents or guardians of children, and staff who test positive for COVID-19 should notify Stage Kids immediately upon receipt of test results.

### Stage Kids Closure in Response to COVID-19 Cases

There may be instances where closure of Stage Kids is warranted to stop transmission of COVID-19. The time period on such closures can vary, from initial short-term closures to allow time for local health officials to gain a better understanding of the COVID-19 situation and help us determine appropriate next steps, to extended closures to stop transmission of COVID-19. Stage Kids will work with our LHJ to determine when it is necessary to close a classroom or program and when the classroom or program can reopen.

Stage Kids will consider a short-term (less than 14 days) closure if:

- There is evidence of transmission in the classroom/group/cohort.
- The classroom/group/cohort cannot function due to insufficient staff.

Stage Kids will consider a long-term (14 day) closure if:

- The classroom/cohort/program experiences a rapid increase in COVID-19 cases.
- There is a prolonged transmission occurring in the program.
- The classroom/cohort/program cannot function due to insufficient staff.

# Reporting Cases and Outbreaks and Working with Public Health

## Reporting Requirements

Stage Kids will notify our LHJ of any cases or outbreaks of COVID-19 when the following have been met:

- There are two or more COVID-19 cases among students or staff.
- The cases have a symptom onset or positive test result within a 14-day period of each other.
- The cases are epidemiologically linked.
- The cases do not share a household.
- The cases are not identified as close contacts of each other in another setting during the investigation.

Stage Kids must release information about COVID-19 cases to local public health as part of a case or outbreak investigation. This information may include, but is not limited to:

- Name
- Date of birth
- Sex
- Role (child, staff)
- Parent or guardian name
- Home phone number, or home phone number of parent or guardian
- Home address
- Classroom and other areas visited in the program
- Dates of program attendance
- Type of COVID-19 test
- Specimen collection date of positive test
- Date of symptom onset
- Preferred language spoken
- Vaccination status (manufacturer, dates of administration)
- Information about any close contacts of the child or staff with COVID-19

Stage Kids must also gather information about everyone the child or staff with COVID-19 may have been in close contact with at the facility during their infectious period.

## Families and Staff Notification

Stage Kids is required to inform staff who may have been exposed to COVID-19 about the potential exposure while maintaining confidentiality of the person who tested positive, as required by the Americans with Disabilities Act (ADA). Stage Kids is required to provide written notice to all employees and contracted employees who were on the premises at the same worksite as the person with COVID-19 that they may have been exposed to COVID-19.

## Patrons

All patrons, regardless of vaccination status, are required to wear masks indoors and maintain 3' physical distancing.

## History of Updates to this Plan

- 9/18/21: With immediate effect and until further notice, for the health and safety of participants in Stage Kids programs, the Stage Kids Board will require all staff and contractors to be fully vaccinated or test weekly for COVID-19. Further, volunteers working directly with children must also follow the same protocol.
  - **Exception for Fall 2021:** *Program contractors who have already signed contracts for the 2021 fall quarter who choose not to be vaccinated are strongly encouraged but not required to test weekly. Contractors who are vaccinated but are concerned about a close contact with a COVID case are also encouraged to test. If personal insurance is not available to cover the tests, contractors can have tests billed to Stage Kids.*
- 8/23/21: In alignment with the Governor's mandate, masks are required for everyone (regardless of vaccination status) indoors. (Those with religious or medical exceptions and children under 5 years old are excluded.) In alignment with local school district protocol, body temperature monitoring is no longer will no longer take place onsite; parents will be asked to monitor their child's health and keep children home who have any COVID-19 symptoms. The protocol related to quarantine for vaccinated individuals has also been updated.
- 6/23/21: In alignment with the Governor's recent proclamation, fully vaccinated patrons are not required to wear a mask or maintain 6' physical distancing.
- 3/22/21: In alignment with Phase 3 guidelines, up to 50% capacity will be allowed at all Stage Kids activities and facilities, up to the allowable 400 maximum. In alignment with the CDC's new guidance, physical distancing of at least 3' will be maintained.
- 1/15/21: In alignment with the Washington State Department of Health's guidance related to *Child Care, Youth Development, and Day Camps During the COVID-19 Outbreak (Dec 12, 2020)*, Stage Kids' COVID-19 Response Plan (this document) was reviewed by the Chelan-Douglas Health District and Stage Kids was approved for small gatherings in accordance with the protocols herein.
- 12/2/20: Per updated CDC guidance, quarantine period has been shortened from 14 to 10 days.
- 11/17/20: Per Governor Inslee's Nov 15 mandate, current programs will be moved online.
- 10/14/20: PHASE 2: "Hybrid" (online/in-person) classes and shows offered. In-person activities will take place at the Grange (2,500 sq ft). Class sizes will be limited to 25 students, well below the CDHD requirement of a maximum occupancy per hour of 75 or 50% capacity (300 for the Grange), whichever is less.

