



## BROOKFIELD CRAFT CENTER

### Health and Safety Measures

At Brookfield Craft Center our priority is to the health and safety of our staff, instructors, students, and anyone from the community who comes to our campus. We continue to review and adjust our policies to ensure the continued safety of all, taking all reasonable precautions available.

**Beginning September 1, 2021, we are requiring all instructors and students eligible for the vaccine to be vaccinated to participate in any of our in-person in-studio programs.**

Additional safety protocols are noted below:

**Following are requirements for all visitors, students, staff, and faculty when on our campus:**

- Students and instructors who are feeling ill, or who have recently been exposed to others, family members or friends who are ill are not to come to campus. Students who must cancel participation due to illness will be provided a credit for a future class.
- Masks must be worn at all times while in our studios, except for those ages two and under, and where exceptions are noted in specific studios.
- Social distancing must be observed, with six-foot distancing between individuals or family groups.
- Studio class sizes will be limited to ensure appropriate social distancing can be observed.

**Campus and facility safety measures:**

- All restrooms will be cleaned at the start of each day. In those facilities where a class is running and in the shop, restrooms will be cleaned throughout the day as required.
- Studios will be cleaned, and all high touch surfaces will be sanitized prior to the start of a class.
- Disposable wipes will be provided in each studio so that commonly used surfaces can be wiped down before each use.

**Retail Shop – Special measures:**

- In addition to staff, no more than 15 visitors may be in the shop at any one time. Patrons are encouraged to call ahead to schedule an appointment to shop (203) 775-4526. Visitors may be requested to wait outside until someone leaves before entering.
- All visitors to the shop must wear a mask.
- Hand sanitizer will be available for our patrons.
- Disposable wipes will be used to wipe down all high touch surfaces throughout the day.
- A sign-in sheet will be placed at the front door to aid in contact tracing should that be required. The sheet will be destroyed after 30 days.

**Studio Special measures:**

- All hand tools provided by BCC will be cleaned and sanitized prior to use. After each class students will return tools used during the class session to a central place to be cleaned and sanitized for the next class.
- In addition to those noted above, each of our studios may have additional safety measures or exceptions. These will be posted in each studio. In addition, students will be notified of any special requirements when registering for a class.