## COVID-19 RESPONSE PHASED GUIDELINES

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Facility is closed to the public, but open online. Front desk staff is available via phone to answer questions from 10 am to 7 pm.

- Only facility and operations staff are in the building. Program staff is working remotely.
- Programming moves online to virtual classrooms wherever possible.

Although health department guidelines set a limit of 10, the Lawrence Arts Center will limit gatherings to 3 or fewer.

Facility doors are open 9 am to 7 pm Monday through Saturday. Front desk staff is available for questions during open hours.

- Public seating and main lobby grand piano are not available.
- Occupancy limits are posted on doors or outside of studios and rooms.
- High-touch surfaces are sanitized hourly using the latest Terasano* technology.
- Disposable paper cups are available at water fountains.
- Classes are scheduled to allow for sanitization after each use.
- In-person classes will be held on a limited basis following state and local guidelines.
- The first-floor main lobby, galleries and first-floor bathrooms are open to the public. Other areas are open only with staff approval.
- Staff is working remotely whenever possible, with hours in the building only when needed.

Gatherings will not exceed 45 people.

Facility doors are open 9 am to 9 pm Monday through Thursday, 9 am to 7 pm Friday through Sunday.

- Classes and events take place in person.
- High-touch surfaces are sanitized hourly using the latest Terasano* technology.
- We frequently clean high-touch surfaces.

Gatherings will not be restricted.

Facility doors are open 9 am to 9 pm seven days a week.

### HEALTH PROTOCOLS ARE POSTED ON A TABLE SET UP AT THE FACILITY ENTRANCE.

- Masks are required inside the building. Masks will be provided to those without while supplies last.
- Hand washing is recommended upon building entry and before exit. Hand sanitizer is available in studios and public spaces.
- Everyone will practice at minimum a 6-foot social distance from others while in the building.
- Traffic flow is organized to minimize contact and adhere to social distancing guidelines.
- No outside food or meals permitted. Program staff will provide snacks when needed.
- Student personal belongings are kept separate from others’ belongings.
- Drop-off and pick-up details will be sent via email to each student upon enrollment.

Prior to entering the Arts Center, every person will complete a COVID-19 self-screening available on the website. Please do not enter the building if you answer yes to any of the screening questions.

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### PHASES ARE SUBJECT TO CHANGE!

Response to the Covid-19 pandemic continues to evolve. Our phases may change as we continue to follow safety protocol set forth by the Lawrence-Douglas County Public Health Department.

* Learn more about Terasano sanitizing technology on our website.