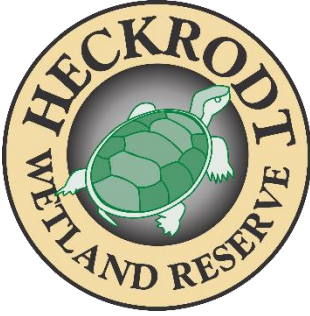


School & Daycare Programming Wellness Protocol Heckrodt Wetland Reserve



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These procedures will be done by Heckrodt Education Staff in good faith before and after any program. Staff resources will be set-aside daily for these new safety measures.

Prior to daily programming:

- Teaching staff will perform self-health assessments (signing off on a daily sheet).
- All teaching supplies will be sanitized before being used in programming.
- Programming logistics will be modified to limit exposure to staff and program participants (as of June 1st - maintaining 10 or less in a group setting and all programming will be taught outdoors in an open air space – playground/school grounds, etc.).
- COVID-19 Training. All staff have access to current CDC guidelines on how to stop the spread of COVID-19, physical distancing and other protocols and measures (regular review of procedures will be covered and documented).

During program:

- Masks will be required for educators/staff when safe distancing is not feasible. Masks for participants (during Phase 1) will be encouraged. Staff will wear masks and encourage program participants to do the same according to state and local guidelines.
- Staff will do a verbal wellness check (during Phase 1) with teachers/participant at the start of the program.
- Staff will also carry hand sanitizer in their teaching bags to distribute as needed.
- Creative programming will be done to maximize physical distancing.
- Programming will also be done to limit sharing.
- Scheduled handwashing and sanitizing will be done as needed throughout program.

After Program:

- Staff will disinfect all used teaching supplies.
- Teaching staff will complete this document and submit to Director of Education.
- If HWR has been informed of an employee or program participant that has had a confirmed case of Covid-19, Heckrodt Leadership Team will determine the next steps based on state and health agency guidelines. Our HWR Leadership Team is in contact with and adhering to City of Menasha Public Health Department recommendations. We will work with them and follow the appropriate actions.

Thank you for your understanding and continued programming support!

Heckrodt Education Team

