



# UNITED PERCUSSION

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## COVID-19 Preparedness Plan for **United Percussion and Arts, Inc.**

**United Percussion and Arts, Inc.** is committed to providing a safe and healthy rehearsal/workplace for all our members, staff and volunteers. To ensure we have a safe and healthy rehearsal space, **United Percussion and Arts, Inc.** has developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. Administrators, members, staff and volunteers are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our environment and communities, and that requires full cooperation among our members, staff and volunteers and management. Only through this cooperative effort can we establish and maintain the safety and health of all persons in our rehearsal spaces.

Our members, staff and volunteers are our most important assets. **United Percussion and Arts, Inc.** is serious about safety and health and protecting its members, staff and volunteers. Unity is essential in developing and implementing a successful COVID-19 Preparedness Plan.

**United Percussion and Arts, Inc.'s** COVID-19 Preparedness Plan follows the guidance developed by the NJSIAA state of New Jersey and CDC. As of August 2021 our plan has been reviewed with Arts Ed NJ. **This plan has been updated 8/1/22 to reflect the adoption of County Health and State of NJ guidance. As well as CDC and medical consultation guidance.**

It addresses:

- ensuring sick members, staff and volunteers stay home and prompt identification and isolation of sick persons;
- social distancing – members, staff and volunteers must be at least six-feet apart;
- mask wearing (when distancing cannot be achieved);
- proper hygiene and source controls;

- Rehearsal gear cleaning and disinfection protocol;
- drop-off, pick-up and delivery practices and protocol;
- communications and training practices and protocol; and
- Vaccination requirement for all live members and staff
- testing requirements for members to return to live rehearsals as of 1/2/22

**United Percussion and Arts, Inc.** has its own additional protections which include:

- additional protections and rehearsal protocols for members and staff which includes online evaluation and rehearsals where practical
- additional protections and protocols for members and staff which includes (physically) closed rehearsals and spectator limitations. (maybe viewed via live feed)
- additional protections and protocols for personal protective equipment (PPE);
- additional protections and protocol for access and assignment;
- additional protections and protocol for sanitation and hygiene;
- additional protections and protocol for distancing and barriers;
- additional protections and protocols for managing occupancy;
- additional protocols to limit face-to-face interaction;
- additional protections for receiving or exchanging payment.

**United Percussion and Arts, Inc.** has also implemented a 3 stage process for continued operations during the pandemic as we head into the 2023 season. The stages will follow a Red, Yellow, Green alert system as follows:

**RED:** All operations, including auditions and rehearsals will be conducted ONLINE ONLY.

**YELLOW:** Most operations will be conducted online. auditions are virtual. Live individual sessions will be scheduled via appointment ONLY. Live sectional rehearsals may occur on a monthly basis, outside with no more than 10 persons at a time with all State of NJ, NJSIAA and local school district safety protocols in place. There will be no ensemble rehearsals.

**GREEN:** “New” normal operations with all State of NJ, County, NJSIAA and local school district safety protocols in place with enhanced hygiene protocols and PPE available.

The following protocols are to be followed while in the YELLOW/GREEN Stage.



## **ALL sick members, staff and volunteers MUST stay home**

Members, staff and volunteers must have vaccination records on file in order to participate in person. All have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess members, staff and volunteers' health status prior to entering the rehearsal space and for members, staff and volunteers to report when they are sick or experiencing symptoms.

- United used VitalCheck for attendance screening, compliance and tracking.
- A negative test is needed in order to attend rehearsal or auditions. Even with vaccination..
- All members will be required to upload a copy of their vaccination records. If you are a veteran of the group you will be able to rely on your previous vaccination record.

**United Percussion and Arts, Inc.** has protocols in place for informing members, staff and volunteers if they have been exposed to a person with COVID-19 at their rehearsal space and requiring them to quarantine for the required amount of time.

In addition, a policy has been implemented to protect the privacy of members, staff and volunteers' health status and health information. *When there is a conflict in guidance from the CDC and local health department, UNITED will follow local health department protocols as instructed by the County and districts we are based in.*

## **Social distancing – Members, staff and volunteers must be at least 3-feet apart**

Social distancing of at least 3 feet should be maintained between members, staff and volunteers in the rehearsal space whenever possible.

## Hygiene and source controls

Members, staff and volunteers are instructed to wash their hands for at least 20 seconds with soap and water frequently throughout the day, but especially at the beginning and end of rehearsal, prior to any mealtimes and after using the restroom. All are required to wash or sanitize their hands prior to or immediately upon entering the facility. Hand-sanitizer stations will be made available near the entrance and exit. Each person is encouraged to use and carry their own hand sanitizer in the rehearsal space. It can be used in place of soap and water if your hands are not visibly soiled.

Gear used by the members, staff and volunteers should be sanitized before each rehearsal and multiple times during the course of the rehearsal day. There should be no sharing of equipment during a rehearsal.

Restroom usage will be dictated by facility.

Masks will be worn whenever distance cannot be achieved and whenever symptoms are present, even after quarantine.

## Drop-off, pick-up and delivery practices and protocol

There will be designated areas for members, staff and volunteers to park, enter and exit. These logistics must be followed at all times.

## Communications and training practices and protocol

This COVID-19 Preparedness Plan was communicated via website notification to all members, staff and volunteers originally on August 5, 2020. It has been updated since that time to reflect current requirements and suggested practices. Additional communication and training will be ongoing by conference call and video. Training will be made available to all members, staff and volunteers and must be completed.

*United will notify all members and staff via email/phone call/text when they are considered a close contact or when someone traced to one of our live functions notifies us of a positive test. We do follow local County and CDC guidance when it comes to isolation and quarantine.*

## Additional protections and protocols

Additional protections will be added to this policy as official NJSIAA, State, School District, County and CDC protocols develop and change. It is the goal of the organization to go over and above those requirements as it relates to COVID-19 and move towards a true return to normal.

## **As of 8/1/22, the unit is in the Green stage.**

As of the above date, United Percussion and Arts, Inc. is in the **GREEN** Stage. All details should refer to the previous outline of stages in this document.

**RED** stage. All rehearsals and operations are online in a virtual setting.

**YELLOW** STAGE: All of the RED stage protocols will remain available. We will also allow for live interactions via appointment.

**GREEN** STAGE: All operations are considered live. Precautions may still be taken to limit the numbers of people in attendance. No one outside of the organization is permitted.