

PROJECT RECLAIM  
SAFETY PROCEDURES

To maintain a healthy environment during Project Reclaim meetings, we are making the following changes to keep our participants, instructors and staff safe.

For face to face meetings, Project Reclaim will do the following:

**We will have three (3) different sessions on the Saturdays that we meet.**

<u>GROUP #</u>	<u>GRADES</u>	<u>MEETING TIMES</u>	<u>TOTAL NUMBER OF KIDS</u>
1	3 <sup>RD</sup> -5 <sup>TH</sup>	8:00 AM-10:00 AM	10
2	6 <sup>TH</sup> -8 <sup>TH</sup>	10:00 AM-12:00 NOON	10
3	9 <sup>TH</sup> -12 <sup>TH</sup>	12:00 NOON-2:00 PM	10

There will be a **limit of ten (10) participants** per session (including Afterschool sessions).

**Masks** will be required for anyone entering the building.

Temperature checks will be conducted at entry.

The participants will use **social distancing (at least six feet apart) in the hallways prior to entering the meeting areas.**

They will use **hand sanitizer** prior to entering the meeting areas.

The participants will then enter the meeting area after the Project Reclaim staff member calls their names (or calls on them) and they will **enter separately**, maintaining social distancing. The Project Reclaim staff member will document attendance by checking off the participants' names as they enter.

The participants will be **seated in areas that are at least six feet apart.**

During breaks, the participants will be **excused individually** by name, and will follow the social distancing rules while on break and will re-enter the meeting area individually. After breaks, the participants will use the **hand sanitizers** before entering the meeting areas.

**Meals will be served to the participants as "Grab and Go."** They will take their meals with them as they leave the session to go home.

At the end of the session, the participants will exit the meeting room in the same fashion as they were directed to enter.

The room(s) will be **fully sanitized** after each session.