

**Tuscarora Lapidary Society**  
**COVID-19 Health and Safety Procedures for Classes, Workshops and Open Studios**

The Tuscarora Lapidary Society (TLS) has established the following plan to conduct Classes, Workshops and Open Studios when permitted in accordance with state and local guidelines and the guidelines of the Centers for Disease Control and Prevention.

### **SAFETY PROCEDURES**

- All students and instructors/supervisors must sign in and complete a brief screening, including a temperature check, upon entering the building and sanitize their hands by hand-washing or use of hand sanitizer.
- Masks or face coverings will be worn by all instructors/supervisors and students when in the Education Center except when eating or working at a torch. If a student must leave the class because they are unable to comply with TLS COVID-19 Safety Procedures, they may receive a refund if a request is submitted to the Registrar.
- Surface sanitizing and cleaning, including high touch areas, will be done on a frequent basis before, during and after class. This will be done by Instructors/Supervisors and students. Cleaning products and gloves will be provided by the Education Center. It is recommended that gloves be worn when sanitizing surfaces and high touch areas. Students are encouraged to bring their own gloves as well.
- All sessions are limited to 2 to 5 students as determined by the Class Manager in consultation with the Board of Directors, Education Center Director, and Instructors. Students will be assigned a designated work area to maintain a safe physical distance.
- Please bring your own hand sanitizer if possible. TLS will supply extra hand sanitizer. Frequent hand washing is encouraged. We do not recommend the use of hand sanitizer if you will be working with an open flame since they contain alcohol.
- Please observe physical distancing when in the studios and in public spaces at the Education Center.
- Instructors/Supervisors will handle the distribution of any materials and shared tools stored in cabinets or drawers. Personal tools are recommended where appropriate; class tools will be available. However shared tools will need to be cleaned after each use by students or instructors/supervisors. Students must bring their own aprons. TLS will not provide aprons. Students are encouraged to wash hands after using shared tools.
- Bring beverages and meals where applicable. Leaving the Ed Center and returning is discouraged.
- HEPA air cleaners will be placed in the classrooms during class for additional air filtration. The jewelry studio does not require a HEPA air cleaner due to the powerful ventilation system which vents to the outside.
- Signs will be posted throughout the building to remind students and instructors to follow these protective measures.

### **IN CASE OF PROBABLE/CONFIRMED ILLNESS**

- Anyone who exhibits signs of illness or has been exposed to someone exhibiting signs of illness should not attend classes, workshops or open studios.
- Students should notify TLS Staff if they develop symptoms of COVID-19 following a class or test positive for COVID-19. Fellow students will be notified immediately of potential exposure due to a suspected or confirmed case of COVID-19 and asked to follow CDC guidelines for exposure.
- Areas and objects used by an infected person will be cleaned and disinfected before allowing further use.
- TLS will fully comply and cooperate with all state and federal government contact tracing investigations of possible spread of the virus.

All questions or concerns should be addressed to Bill Frampton, Registrar at (443) 553-5805, [w.h.frampton@gmail.com](mailto:w.h.frampton@gmail.com) or John Chickadel, Ed. Center Director at (302) 750-8887, [jchick0609@verizon.net](mailto:jchick0609@verizon.net) or Linda Green, President and Pandemic Safety Officer at (610) 613-3341, [ldgreensniffles@me.com](mailto:ldgreensniffles@me.com)