



CURRENT COVID-19 POLICIES/PROCEDURES

HOURS OF OPERATION

Gallery

Wednesday through Saturday (noon-4pm) and Sunday (noon-3pm)

Open Studio

Tuesdays (1-3pm); for Members (\$2) and Non-Members (\$5), workspace provided inside/outside and gallery is closed to the public otherwise.

In-Gallery Classes

May occur Mondays, Tuesdays, Wednesdays (after 4pm), Thursdays through Sundays (before noon or after 4pm).

PERSONAL PROTECTIVE EQUIPMENT

Face Coverings

We ask **ALL** visitors to wear a face mask. If guests enter without a mask, staff/volunteers are to ask them to comply with the policy or to visit at another time. Signage is posted at the main entry.

Other

Hand sanitizer and wipes are available at 2 stations (to the right of the gallery assistant's desk and in the restroom) as are plastic gloves in 2 sizes (in kitchen on counter). Disposable paper masks are also available to staff/volunteers if needed (in kitchen on counter)

CAPACITY

During regular class and gallery hours, no more than 15 individuals should be in the gallery at once. During the week, this generally means 12 visitors to allow for up to 3 staff, faculty, or volunteers. If waiting to enter, guests are encouraged to use the chairs or bench outdoors. Based on fire-officials recommendation, capacity in-gallery is 75 individuals; for events, we can have up to 66% of 75 into the gallery at one time. WAA will remain at 15 individuals (which is approximately 1 person per 100 square feet) during regular business hours. Signage is posted at the main entry.

DISTANCING

All parties are asked to maintain 6 feet of distance between others. Signage is posted at the Gallery Assistant's desk.

END OF BUSINESS DAY COVID-19 CLEANING PROTOCOLS

- To be completed at the end of each day
 - Using disinfectant wipes, clean all surfaces that have been touched or used during open hours
 - Tables
 - Chairs
 - Desks
 - Phone handsets
 - Door handles/knobs
 - Kitchen counter-top
 - Bathroom counter-top, toilet seat, wall-bar
 - Computer keyboards/mice
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GENERAL POLICIES to REDUCE CONTACT/SPREAD of COVID-19 (for staff, faculty, or volunteers)

- If you have a fever, please stay at or return home
 - If fever (or any other COVID-19 symptoms) persists/arise, be tested
 - At work, wear a mask and remain 6 feet from others
 - Wash reusable masks after each use; dispose of paper masks daily
 - At work, frequently wash hands for 20 seconds with warm water/soap
 - If any family member or individual in close contact becomes ill, self-quarantine until testing can be completed
 - Use plastic gloves as needed and dispose of regularly
 - Use hand sanitizer (liquid or wipes) as needed
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GENERAL POLICIES for EDUCATION PROGRAMS

Posted to the wickfordart.org website and on Constant Contact announcements of new classes:

To ensure the health and safety of all students, our faculty and staff, Wickford Art Association has instituted various protocols in response to the COVID-19 crisis:

- Class sizes are limited to 10 for plein air and 6 in-gallery.
- We've added pop-up tents to our backyard for teacher and student use.
- The gallery will be closed to the general public when classes are in session.
- Masks must be worn in the gallery by visitors, students, faculty and staff.
- Plastic gloves are available upon request.
- We have made hand sanitizer and wipes available at all times.
- Regular cleaning and sanitizing of common spaces and frequent cleaning of all touched surfaces will occur.