

Safe Start

Studio Access Program Limitations

Together we can protect the health of all users and prevent the spread of COVID-19. The *Safe Start* limitations found in this document comply with Washington State's *Safe Start* guidelines and are applied in conjunction with Pratt's Safe Start COVID-19 Mitigation & Response Plan. Preexisting Studio User Guides, which dictate the proper use of facilities and equipment, remain in effect as well.

Failure to comply will result in immediate suspension of access privileges.

Effective Date

- Restrictions apply until further notice

Eligibility

- Successful completion of Studio Access Proficiency Test
- Current membership at Journeyman level or higher
- Signed Liability Waiver Agreement form on file
- Signed Studio User Code of Conduct Acknowledgement Form
- Compliance with all regular and Safe Start policies, protocols, and procedures

Reservations

- Reservations are required for all studio access
- Reserve time slots online and pay in advance at Pratt's website
- Report directly to the studio at reserved time
- Monthly passes are temporarily suspended; pay-per-use until further notice

Requirements

- Stay home if symptomatic or if you believe you may have been exposed to COVID-19*
- Compliance with current Mask & Vaccination Policy (visit <https://www.pratt.org/covid-19> for details)
- Maintain six-foot distancing at all times
- Wash and/or disinfect hands frequently
- Follow new circulation requirements such as marked one-person zones and one-way paths
- Conduct and pass a self-check health screening upon arrival
- Follow studio-specific safety policies and protocols during use

Tools & Equipment

- In some cases, users may be asked to provide your own personal tools
- All users will be required to follow the clean-up and disinfecting procedures for each studio
- See *Safe Start* Studio Access guide for details about the studio you wish to use

On-Site COVID Coordinators

- A designated COVID Coordinator will be on-site to ensure that *Safe Start* procedures are effective and strictly adhered to by all users.

Incident Reporting

- If a user has either been infected, exposed or potentially exposed, and was present at Pratt within 48 hours, please notify a COVID Coordinator by calling 206-328-2200.

- To report an infraction or vulnerability while present at Pratt, ask to speak with a COVID Coordinator at Pratt's main reception desk or call 206-328-2200.

Cancellation Policy

- Refunds will be issued, minus a 10% cancellation fee, for reservations cancelled with more than 48 hours notice. No refunds will be issued for no-shows or cancellations with less than 48 hours notice.
- *In order to encourage sick, exposed or infected individuals to stay home, cancellation fees will be waived for reservations that are cancelled due to these reasons, though a minimum 72-hour waiting period will apply for future reservations, as determined by Pratt's Recovery & Return criteria (see Safe Start COVID-19 Mitigation & Response Plan).

Food & Drink

- Food & beverages may be consumed within designated work zones (not in shared public spaces like lobbies and hallways) when social distancing is maintained. In these instances masks may be temporarily removed and immediately replaced.

Restrooms

- All restrooms are single-occupancy until further notice. Occupied notices will be available on the doors to the restrooms in the Main Building – flip the sign to “Occupied” when entering and back to “Available” when exiting. Masks should be worn at all times.



Safe Start

Exposure Mitigation & Response Policy

As Pratt begins to reopen safely during the COVID-19 pandemic, it does so in compliance with Washington State's *Safe Start* criteria as well as current guidance from public health agencies such as the CDC. Every employee, user, and visitor who seeks to enter Pratt's facilities is subject to the following policies and procedures.

Effective Date

Restrictions apply until further notice

Requirements

- Stay home if symptomatic or if you believe you may have been exposed to COVID-19
- Properly wear a face mask at all times*
- Maintain six-foot distancing
- Wash and/or disinfect hands frequently
- Follow new circulation requirements such as marked one-person zones and one-way paths
- Conduct and pass a self-check health screening, including temperature scan, upon arrival
- Follow studio-specific safety policies and protocols during use

*Employees working alone in office spaces may remove masks while doing so.

On-Site COVID Coordinators

A designated COVID Coordinator will be on-site to ensure that *Safe Start* procedures are effective and strictly adhered to by all users. To report an infraction or vulnerability, ask to speak with a COVID Coordinator at Pratt's main reception desk or call 206-328-2200.

Incident Reporting

If an employee or user has either been infected, exposed or potentially exposed, they must notify their supervisor directly or notify a COVID Coordinator by calling 206-328-2200 or emailing info@pratt.org.

An immediate assessment of close contact* and compromised spaces will be conducted (applied beginning 48 hours prior to onset of user's symptoms).

**CDC guidelines define "close contact" of someone who is infected as being within approximately 6 feet of a person with COVID-19 for a prolonged period of time.*

Information regarding the identity of COVID-positive persons will remain confidential to the extent possible. Information will be shared on a need-to-know basis only if the health of others is at risk.

All Pratt staff will be notified of each incident and are expected to comply with the Recovery & Return criteria (below) as applicable. Additionally, staff may be asked to work remotely until compromised spaces have been decontaminated, or simply as a precaution.

Isolation & Quarantine

Isolation and quarantine are public health practices used to protect the public by preventing exposure to people who have or may have a contagious disease.

Isolation separates sick people with a contagious disease from people who are not sick.

Quarantine separates and restricts the movement of people who were exposed to a contagious disease to see if they become sick. These people may have been exposed to a disease and do not know it, or they may have the disease but do not show symptoms.

Recovery & Return

All employees and users are expected to comply with post-exposure recovery measures to prevent the spread of COVID-19, depending on the specific set of circumstances, as follows:

- If an employee or user reports being symptomatic, they should not return to Pratt until the following criteria has been met:
 - No fever for at least 72 hours without the use of fever-reducing medications, AND
 - Other symptoms have improved (ex: when cough or shortness of breath have improved),
- If an employee or user tests positive for COVID-19, they will be asked to self-isolate and should not return to Pratt until:
 - At least 10 days have passed since symptom onset, AND
 - At least 24 hours have passed since resolution of fever without the use of fever-reducing medications, AND
 - Other symptoms have improved
- If an employee or user had close contact with infected persons they will be notified and asked to self-quarantine and should not return to Pratt for 14 days, while monitoring symptoms
- If an employee or user had been present in compromised spaces, but not in close contact, they may be allowed to return to Pratt but will be encouraged to monitor symptoms

Location Decontamination Procedures

Upon notification of a COVID-19 infected or exposed user having been present at Pratt, an immediate action plan will take effect, in the following order:

- Inquiry and determination of all spaces occupied by said user
- Immediate closure of compromised spaces for a minimum of 24 hours (open windows and doors when possible to allow increased ventilation during this period)
- Full cleaning/disinfecting of those spaces, using appropriate cleaners for all relevant surfaces, tools and equipment, while wearing disposable gloves and masks
- After disinfection, the spaces may be reopened for use

Should Pratt experience exposure in areas critical to overall function, or if an outbreak occurs in multiple spaces, Pratt may close to in-person activity for a period of up to 7 days to allow spaces to clear of contagion.

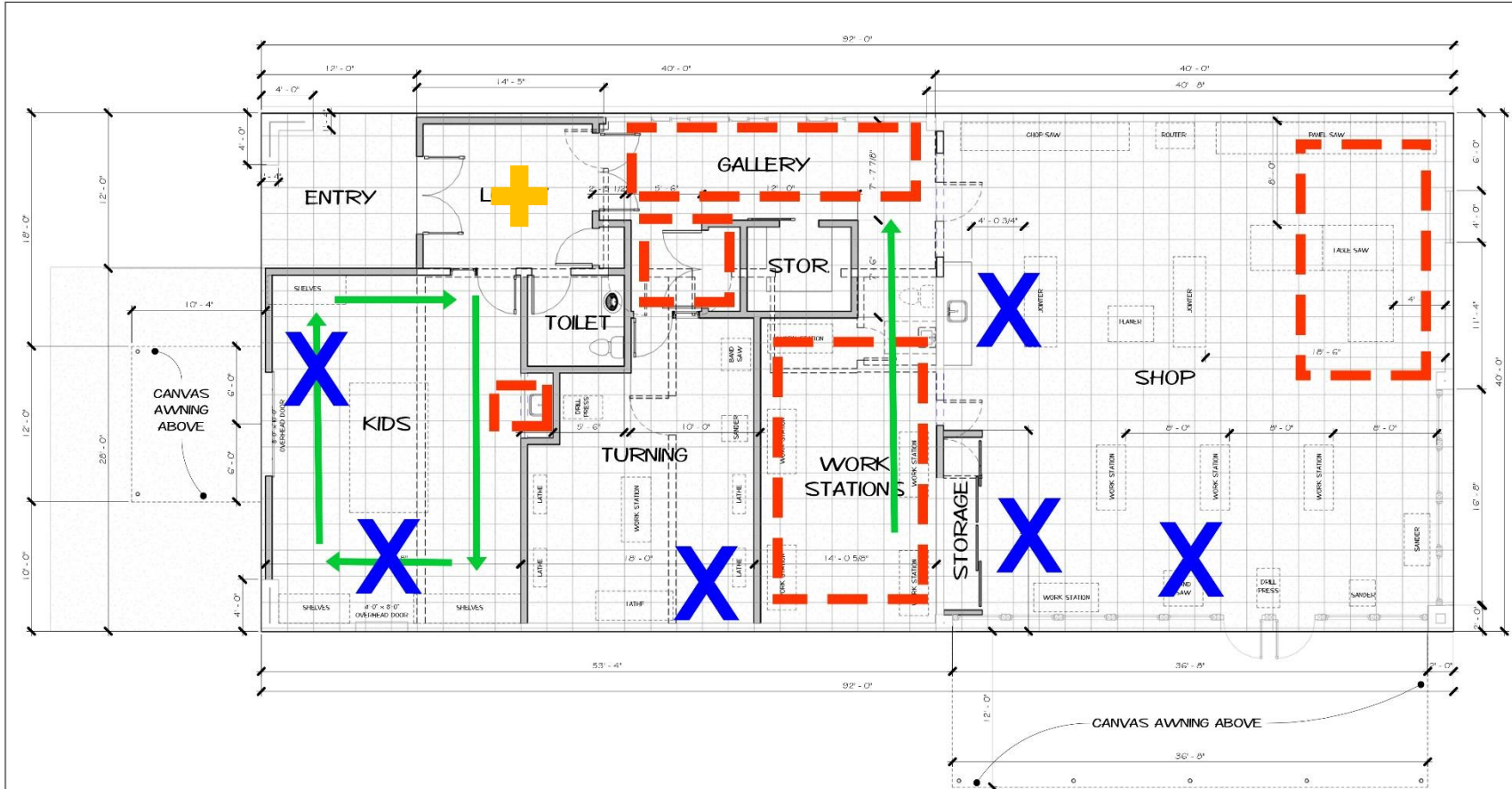
Blue Building Distancing Map

X = Designated Work Zone

--- = One-Person Zone

→ = One-Way Path

+ = Health Screening Station



MAIN FLOOR PLAN

SCALE: 1/4" = 1'-0"



| DATE | BY | DESCRIPTION |
|---------|----|-------------|
| 3/28/21 | | |

Pratt Fine Arts Center
 BUILDING 3 - WOODWORKING SHOP
 1924 South Jackson Street
 Seattle, Washington 98144

MAIN FLOOR PLAN

McPHERSON
 CONSTRUCTION & DESIGN
 21625 SE 30th Avenue, Suite 100, Bellevue, WA 98004
 PH: 425.391.8333 FAX: 425.457.2841

DRAWING NUMBER:
A-0

1 OF DRAWINGS

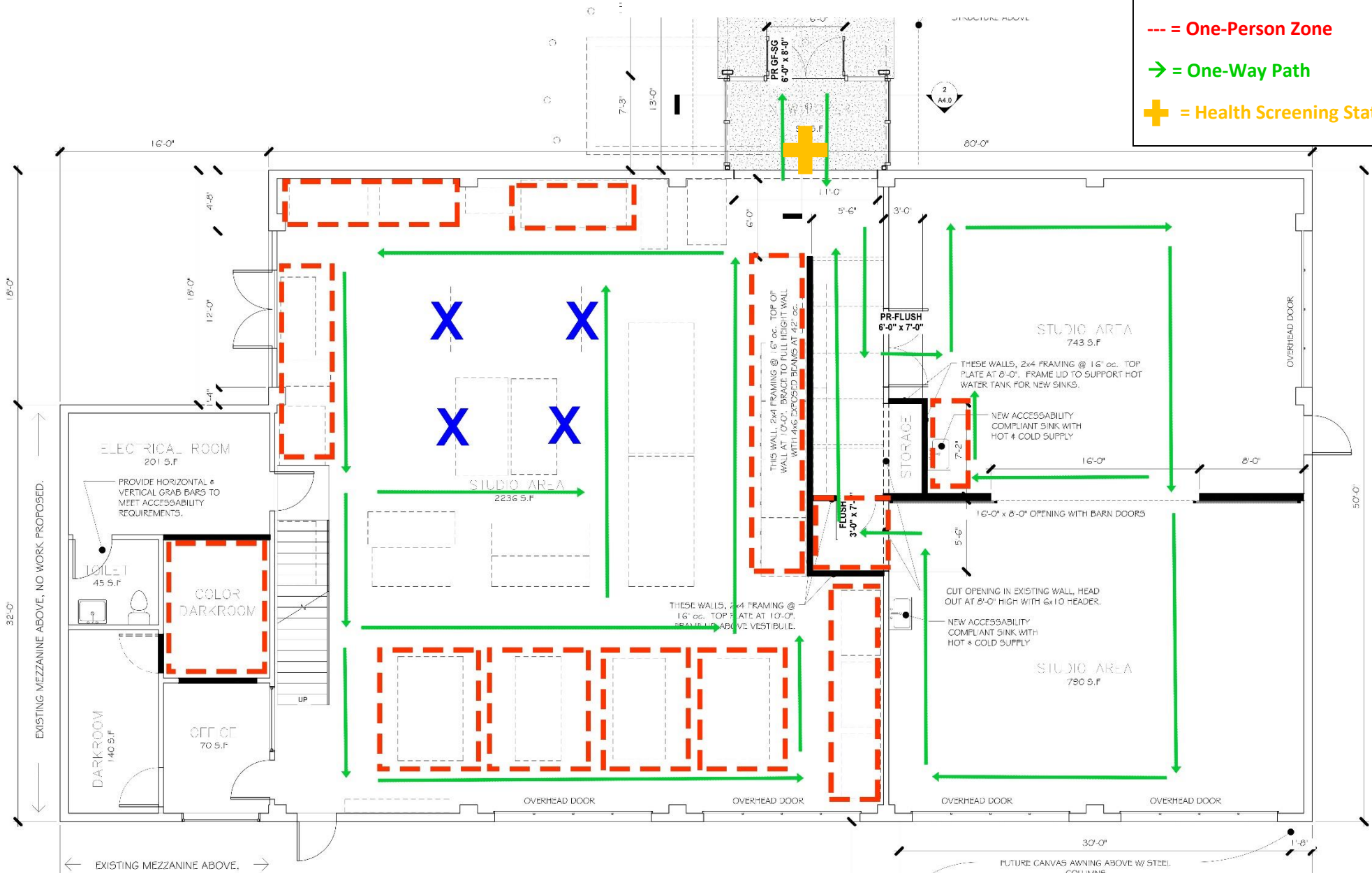
Yellow Building Distancing Map

X = Designated Work Zone

--- = One-Person Zone

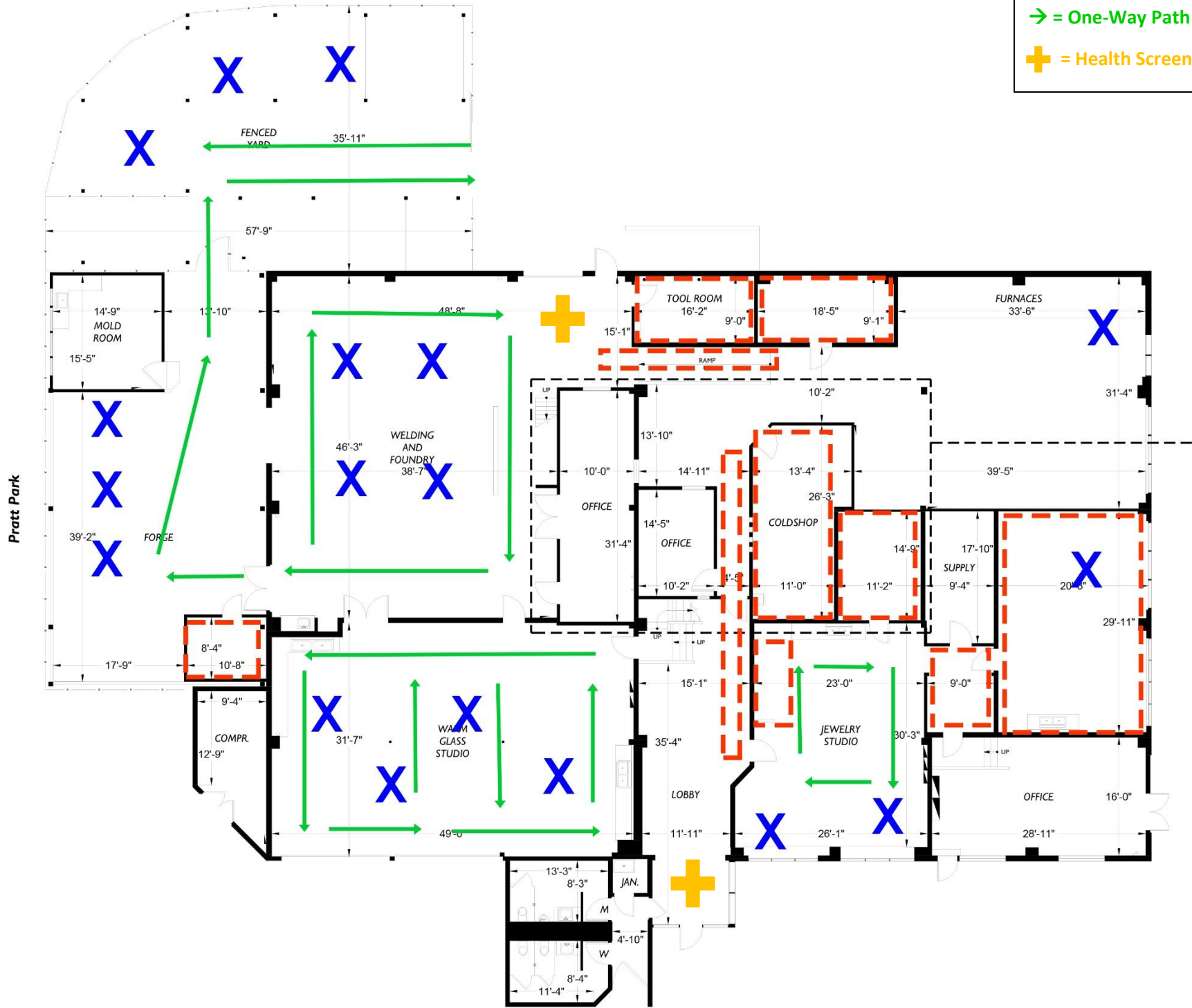
→ = One-Way Path

+ = Health Screening Station



Main Building Distancing Map

X = Designated Work Zone
--- = One-Person Zone
→ = One-Way Path
+ = Health Screening Station



Pratt Park