



Maud Morgan Arts, A program of Agassiz Baldwin Community
20A Sacramento Street, Cambridge, MA 02138, Phone: (617) 349-6287

Children's Program Policies

Food and drink in the art studios are not allowed; MMA is a Nut-Free center. Please observe this restriction.

Course Withdrawal and Refunds [Covid Updates]

There are no refunds for student absence or scheduling conflicts. MMA does not pro-rate classes under any circumstances.

Once students are enrolled in our redesigned program, families will not be able to get a refund if you withdraw, unless MMA/ABC close the program as described below.

While we will do everything we can to keep COVID-19 out of our programming. It is possible that we will have to close the program at any point during the session due to increased local outbreaks, or cases of COVID among staff and/or program participants.

If closures take place, MMA will refund 50% of the tuition for the remaining days. With so many prepaid expenses, MMA cannot offer full refunds due to closures.

If a child has to miss programming due to illness, illness of family member, or contact with someone who had COVID or COVID symptoms, the child will not be permitted to attend the program and no refunds will be issued.

Layout of Programming

As an agency MMA/ABC is strictly adhering to, and often going above and beyond, the Department of EEC regulations. Staff will be trained on these regulations, cleaning protocols, and procedures if someone becomes ill during the program.

- **Small separated groups:** There will be “pods” of no more than 8 children per class. There will be no mixing of pods. Each pod will have the following designated spaces: separated indoor and outdoor space and separate bathrooms with indoor entrances.
- **Air Flow:** We will be outdoors whenever possible. Airflow and social distancing are key ways to reduce risk, and being outdoors makes these things far more manageable. If there is thunder and lightning we will transition indoors, using space in 20 Sacramento and Maud Morgan Arts. We plan to operate outdoors for the vast majority of program hours, even if there is light rain. To make this possible, we have ordered large event tents (one/group), outdoor tables and chairs, and installed outdoor sinks.
- **Individual Supplies/Spaces:** We will try to avoid sharing of supplies. Each child will have a large container that is assigned to them, where they can keep their personal belongings, and will contain the supplies they will need for activities (markers, toys, equipment, etc.).
- **Drop-Off and Pick-Up:** Families will have to do a daily health screening before their child can enter the program. This is a required regulation. Both children's programs staff and enrolled youth

must undergo a COVID-19 verbal health screening at the start of each day. Parents/caregivers will be asked a series of questions mandated by the EEC prior to signing their child in. This means a parent or caregiver will need to accompany each child at drop-off, and you may need to wait in a line as we work through health screenings at the beginning of the program day. No parent or caregivers will be permitted to go past the gates to the backyard or enter the building. We realize this is challenging, particularly for young children but we are trying to minimize the number of people in the space as much as possible, and reduce risk for transmission.

- **Cleaning and Handwashing:** Children and staff will need to frequently wash hands according to regulations. Outdoor sinks have been installed around the property, at our entrance and for each group to avoid too much disruption. Each child will have a designated picnic table spot or chair that will be theirs for the program hours. The tables will have no more than two students who will sit diagonally across from one another to ensure social distance. Younger children will have their own mini table and chair outside for any arts or seated activities. These tables and chairs, and any other touch surfaces, and bathrooms will be sanitized before arrival and frequently throughout the day.
- **Masks and Social Distancing:** We will do our best to maintain social distance, but it will not be perfect all of the time. The combination of daily health screenings, social distance, proper hand washing and cleaning, closely monitoring for any COVID-19 symptoms, and some mask usage will reduce risk, but it is important to understand that we cannot guarantee a full day of perfect social distancing, particularly for our youngest artists.

Face Coverings/Masks

While on site your child will be required to wear a mask. We ask that you choose a mask carefully and find ones that don't slip off the nose easily.

We also ask that you provide a back up mask in their backpack. We will have disposable masks on hand for anyone who may need one or for any child who is expressing discomfort in their current mask.

Masks are required for all children and staff members in our program and will be worn with the exception of when a person is eating and drinking. During these times your child will be distanced from others. Please familiarize your artist about mask wearing before programming.

- **Communication:** We will email families as soon as possible if any student or staff has a confirmed or presumptive case of COVID-19 during the session (we will of course maintain confidentiality in these communications). We will work with the Department of EEC and local board of health to determine what steps need to be taken, but this may result in the closure of parts of all of the program. If a child or staff member exhibits COVID-19 symptoms during the program day, they will be immediately isolated in a designated space (with supervision). We will call you or an emergency contact to pick up your child immediately.

Publicity Waiver

Maud Morgan Art classes are sometimes photographed or videotaped for publicity purposes. Permission to be included in publicity is implicit by enrollment. If you do not wish to be included in publicity, please submit this in writing to the office.