DNALC COVID-19 Safety Net – DNALC NYC

Summer 2021

To provide a safe environment for students visiting our labs we have adopted the following safety procedures and precautions:

Students will:

- receive a temperature check prior to building entry.
- sanitize hands upon entry to the building.
- wear masks at all times, with the exception of designated lunch breaks.
- adhere to social distancing guidelines, which are clearly marked throughout the building.
- be grouped into cohorts with staggered drop-off and pick-up times.

Parents will:

- submit the Daily Health Screening for their child electronically each morning of instruction using the NYC DOE website. Please have the results easily accessible upon arrival. Please be aware this is only until September 2021, after which the Excelsior app will be used.
- provide proof of full vaccination (two week post final dose) for COVID-19 or a negative COVID-19 PCR test, performed within 5 days of camp start - for EACH week the student is registered. An electronic form will be emailed to upload documents.
- wait until their child is cleared before leaving student check-in.
- remain outside for drop-off and pick-up, which will take place at the entrance on Tillary and Adams.
- contact the DNALC at dnalc@cshl.edu or (516) 367-5170 if they can't consent to the Daily Health Screening forms, or if their child is unable to attend for any reason.

DNALC NYC educators and staff working onsite will:

- follow social distancing guidelines and wear masks at all times.
- be fully vaccinated.

Within the building, a number of precautions have been implemented:

- Signs and floor markings have been put in place to assist your child with finding the correct classroom, finding the appropriate seating in the classroom, using the restroom, and exiting the building.
- A maximum of two students will be seated at each lab bench, socially distanced three feet apart with a maximum of sixteen students per class, or 50% occupancy.
- Each class will be an independent cohort that uses a single unshared classroom for the week.
- Students will have individual sets of materials and equipment for personal use while in class.
- A camera will be used for teacher demonstrations so a close-up view of lab techniques can be projected and easily seen.
- The building will be cleaned and disinfected daily.
- Between classes, classroom surfaces and equipment will be cleaned/disinfected in accordance with CDC guidelines using the product Peroxigard™.
Before Class

You will receive an email with the following important information:

1. **Participation Agreement**—This document details what is expected to participate in our on-site classes. If for any reason you can’t agree to the terms of participation, contact us and we will explain what other options may be available.
2. Important information about which cohort your child belongs to, drop-off and pick-up procedures, daily health screening and reminders about required documents. Proof of full vaccination or negative COVID results must be uploaded using the emailed link prior to the first day of class.

Building Entry

The check in process consists of the following steps:

1. Submission and proof of daily health survey through the NYC DOE website.
2. Temperature check with a non-contact thermometer by DNALC staff at entrance.
3. Sanitize hands.

Using the NYC DOE daily health screening website before visiting the DNA Learning Center NYC at City Tech

**Must be done each day of the course**

1. Go to: [https://healthscreening.schools.nyc/?type=G](https://healthscreening.schools.nyc/?type=G)
2. Select “I’m a student”
3. Fill in your name and email address
4. For “School or Facility You’re Entering” check “other” and type City Tech in the text box
5. For “Floor”, enter 2
6. Click “Fill Out Daily Health Screening” and answer the questions. Please answer carefully, you will not be allowed to enter if you do not pass the screening.

Once you pass the health screening you will get an approval screen on the website. Several minutes after you complete the health screening you will receive an email with the subject “NYC DOE Health Screening – (date)”. Have the website or email ready on a mobile device, or print it out before entering the building.

Day of Class

1. Submit the Daily Health Survey—children cannot participate without this. A new health survey needs to be submitted through the DOE website EACH day of participation, by following steps 1-6, above.
2. Encourage your child to use the restroom and eat before they arrive on-site. Lunch will be in the cafeteria, socially distanced. Campers must bring a bag lunch – they are not permitted to leave the premises during camp hours—and should bring an extra Ziplock bag with their name on it to store
their masks while eating. There is no eating or drinking in laboratory classrooms, or any location outside of the designated lunch area.

3. Parents are not allowed in the building.

4. Drop off and pick up times will be staggered to prevent overlapping of multiple cohorts.

5. For drop-off, remain outside with your child and use the social distancing markers to wait in line for check in. Your child will be asked by security to show a “Green Token” from the NYC DOE health screening website before entering the building. Once a staff person confirms receipt of required documents, your child has passed the temperature screening, and your child has been confirmed to have a “Green Token” by security you may leave. You and your child should BOTH wear masks during check in. If your child has a temperature of 100°F or higher, they will not be allowed to participate.

6. If your child becomes sick during class you will be notified right away. Children who report that they are not feeling well will be quarantined in an isolation area until they are picked up. When you arrive at the entrance on Tillary and Adams for pick up, call the DNALC and your child will meet you at the door.

7. For dismissal, please wait outside at the entrance on Tillary and Adams. Students will exit by cohort.

**After Class**

If you or your child test positive for COVID-19 within 2 days of attending class, please notify us immediately. If you or your child test positive for COVID-19 3 or more days after attending class, please remember to inform the contact tracer that your child was at **DNALC NYC** so that we are notified and informed if we need to take additional precautions to protect students and staff.

**Cancellation Policy**

If DNALC NYC has to close, you will be notified right away. If a camp or class is underway, you will have the option of continuing that class when it is safe to do so, or to request a partial refund. Rescheduled classes will be given new dates on the same day and time schedule as originally established. If you do not wish to continue the class on the new dates, you will be issued a partial refund for the camp or class. If a cancellation occurs before a camp has started, you will be offered the option of a full refund or to reschedule. If a child cannot continue a camp due to illness, you will be issued a partial refund. In certain cases, you may be able to choose an on-demand option to complete the camp at home with kits and pre-recorded video.

Please note these exceptions to our normal cancellation policy only apply to a COVID-19-specific situation involving one or more students in the camp or class.

*Rev. 7/28/2021*
DNALC COVID-19 Safety Net

On-Site Instruction Participation Agreement

I understand that by sending my child to the DNA Learning Center, I consent to the items found below for participation in on-site instruction. If for any reason my child or I can’t comply with the items found below, I will not send my child to class and will contact the DNA Learning Center.

1. My child must undergo a daily health screening, including a temperature check.
2. The Daily Health Screening form must be submitted electronically by 8:30 AM on each scheduled date of instruction.
3. I will park curbside in front of the DNALC for drop-off and pick-up, and will not leave until I have received notification that my child has been cleared to participate after check-in.
4. If my child becomes sick at any time while attending class, it is my responsibility to make arrangements for my child to be picked up immediately. I will call the front office informing them of my arrival.
5. I agree that my child may not attend live instruction if they have had a fever, have had any known contact with a person confirmed or suspected to have COVID-19 within 14 days, are experiencing symptoms of COVID-19, have tested positive for COVID-19, and/or have traveled out of the United States or to a state currently under the NYS travel restrictions. This also is the case if either parent or the driver of the child can say yes to any of the above statements.
6. My child will attend on-site instruction only if they have not been vomiting or had diarrhea for at least 72 hours.
7. My child will attend on-site instruction only if they have been fever-free without the use of fever-reducing medications for at least 72 hours.
8. My child will only bring a bag lunch, mask, and notebook plus pen/pencil (not required) to camp each day. Items will not be stored in a separate location.
9. My child must wear a face mask at all times indoors. In addition, my child must maintain social distancing regulations while on-site. If my child refuses to comply, they forfeit the right to attend class and must be picked up.
10. I acknowledge the contagious nature of COVID-19 and the inherent risks of exposure. I voluntarily assume the risks of illness or injury associated with exposure to COVID-19 by allowing my child to participate in on-site instruction and release the DNA Learning Center, Cold Spring Harbor Laboratory, and its trustees, officers, employees, agents and contractors from all liability.
11. The Laboratory reserves the right to terminate my child’s participation in on-site instruction at any time, in its sole discretion.

rev. 6/2/2021
DNALC COVID-19 Safety Net

Daily Health Screening for On Site DNA Learning Center Programs

Name of Child: ____________________________________________________________

I certify the following for my child and the parent, legal guardian and anyone else transporting them to or from the DNA Learning Center.

In the last 14 days:

1. I have not had a fever of 100.4° F (38.0° C) or higher,
2. I have not experienced symptoms such as cough, difficulty breathing or loss of sense of smell or taste within the past 14 days,
3. Neither I, nor anyone with whom I’ve had close contact, has been notified about possible exposure to a confirmed or suspected case of COVID-19. The CDC defines “close contact” or “exposure” to someone who is positive for COVID-19 as being within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from 2 days before illness onset (or for asymptomatic patients, 2 days prior to test specimen collection) until the time the patient is being isolated.
4. I have not traveled outside of the United States or to a state currently under a NY State travel restriction in the past 14 days.

In addition:

5. My child has not vomited, had diarrhea, and has been fever free without the use of fever reducing medications for at least 72 hours.

By signing below, I agree that I am responsible for ensuring that my child, myself, and the person bringing my child to the DNA Learning Center for on-site instruction can attest to the above.

________________________________________  ______________________________________  __________
Signature          Print Name                  Date

rev. 6/2/2021