



**Student and Family Handbook**  
**Summer 2022**

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## About Play on Philly

### **Mission**

Play On Philly provides underserved children in Philadelphia a transformative music education experience that develops and inspires the behaviors and personal skills needed for a successful life.

### **Vision**

A Philadelphia where children and youth aspire to achieve success, realize their potential for growth, and are instruments of change in our city.

### **Values**

- Equity and Inclusion
- Passion and Excellence
- Commitment and Accountability
- Community

### **History**

Play On Philly (POP) was originally inspired by Venezuela's hugely successful El Sistema program that believes in equal access to music education as a social preparedness tool. Since its 1975 founding, El Sistema has served over one million youth in free orchestra programs across the country, proving that music education has a positive impact on academic and social skills, regardless of income level. Deeply inspired by El Sistema, Curtis Institute of Music graduate Stanford Thompson brought this unique and proven approach to underserved youth in Philadelphia in 2011 to help encourage successful students, citizens, and musicians.

Thompson founded POP with two guiding principles:

- regardless of economic circumstance, every student deserves access to music education
- music education is a powerful tool to change lives and uplift communities

### **Commitment to Cultural Equity and Anti-Racism**

We are Play On Philly, an inclusive and equitable organization where all staff and stakeholders are valued and respected. Our community includes young musicians, their families, Teaching Artists, administrators, Board members, and volunteers, whatever their gender, race, ethnicity, national origin, age, sexual orientation or identity, education, or disability. We prioritize equity, acceptance, and empowerment as core tenets of our work. We commit to providing equal supports and opportunities and facilitating meaningful participation in all programs and across the organization. We respect and value diverse life experiences and heritage and how that impacts learning. We are committed to maintaining a safe learning environment in which our participants find unconditional positive regard and honoring of their contributions to the Play On Philly musical community.

We are committed to recognizing the ways in which racism, devaluation, marginalization, and disenfranchisement of Philadelphia's communities has created the context in which we do our work. We are committed to doing our part to dismantle these systems toward the goal of equity and we commit to modeling anti-racist principles for the entire nonprofit arts and education sector.

Play On Philly commits to:

- Increase accountability and intention to our role and responsibility in dismantling the historic and present realities of racism affecting the community we serve.
- See diversity, inclusion, and equity as mission-critical, to ensure the well-being of our participant families, staff, and the communities.

- Acknowledge and dismantle identified inequities within our policies, systems, programs, and services, and continually update and report organization progress.
- Actively combat the legacy and impact of racism on members of the POP Community.
- Practice and encourage transparency in our storytelling and communication so as to identify and eradicate coded language, saviorism, and devaluation of our community.
- Support board-level thinking about how systemic inequities impact Play On Philly's work, and how best to address that in a way that is consistent with our mission.
- Commit time and resources to expand more diverse leadership within our board, committees, staff and Teaching Artists.
- Lead with respect and acceptance. We expect all employees to embrace this notion and to express it in workplace interactions and through everyday practices.

*To read the full statement, including the ways in which Play On Philly is working to realize this commitment, please visit [playonphilly.org/family](http://playonphilly.org/family).*

## POP Summer Camp Overview (Grades K-12)

Summers at POP are an opportunity for musical and social-emotional growth through ensemble playing and intensive group lessons. Students also spend part of their day focused on other forms of creativity and expression including dance, physical fitness, and art.

The Play On Philly Summer Program is held each summer for students in rising grades 1-12 and rising college freshman. Year-round POP students, as well as young musicians across Philadelphia, are eligible to join. This summer, our classes include:

### *Elementary & Middle School Classes*

Choir  
Instrumental Group Lessons  
String Ensemble  
Exploratory Class

### *High School Classes*

Composition  
Wind Ensemble  
Symphony Orchestra  
Chamber Ensemble  
Community Engagement

## Contact Information

### **Program Locations**

Boyer College of Music and Dance  
(Summer Classes)  
2001 N. 13th Street  
Philadelphia, PA 19122

Temple Performing Arts Center  
(Final Showcase)  
1837 North Broad Street  
Philadelphia, PA 19122

### **Summer Camp Staff**

*On duty 7:30am-1:30pm*  
Dr. Anna Meyer  
Anderson Artists Manager  
[Anna@playonphilly.org](mailto:Anna@playonphilly.org)

Anna Negron  
Program Coordinator  
[Anegron@playonphilly.org](mailto:Anegron@playonphilly.org)

*On duty 12:00pm-6:00pm*  
Sarah Barnaby  
Program Coordinator  
[sarah@playonphilly.org](mailto:sarah@playonphilly.org)

Allie Mion  
Program Coordinator  
[allison@playonphilly.org](mailto:allison@playonphilly.org)

Summer Phone Number: (267) 807-3301  
Summer Text Line: (267) 589-8226  
Group Email: [popsummer@playonphilly.org](mailto:popsummer@playonphilly.org)

***Play On Philly Staff***

Jessica Zweig  
Director of Educational Programming  
[jessica@playonphilly.org](mailto:jessica@playonphilly.org)

Andrés González  
Music Director  
[andres@playonphilly.org](mailto:andres@playonphilly.org)

Patty Delany  
Office Manager  
[patty@playonphilly.org](mailto:patty@playonphilly.org)

Laura Kirk  
Operations Manager  
[laura@playonphilly.org](mailto:laura@playonphilly.org)

***Summer Music Faculty***

Elliot Beck  
*Percussion*

Chad Brown  
*Percussion*

Zane Carnes  
*Bass, Strings*

Zebadiah Coombs\*  
*Viola, String Ensemble*

Karena Crutchfield  
*Exploratory, Violin*

Victoria de la Cruz  
*Cello, Strings*

Liz Filios  
*Choir*

Nicholas Handahl  
*Flute, Wind Ensemble*

Paige Kerrigan  
*Trumpet, Brass*

Thomas Kolakowski  
*Interactive Performance/  
Community Engagement*

Andrew Monath  
*Choir*

Stefania Osorio  
*Violin, Strings*

Sepehr Pirasteh  
*Composition*

Hannah Solomon  
*Violin, Strings*

***Summer Program Interns***

Tyesha Aimes-Thompson\*  
*Cello*

Shannon Davidson  
*Voice, Piano*

Chaily Derecskey  
*Piano*

Meghan Holman  
*Violin, Viola*

Liz Marino  
*Flute*

Savannah Mueller  
*Violin, Viola, Strings*

Sophia Radford\*  
*Flute*

Gabe Romero  
*Cello, Strings*

Azia Ross\*  
*Violin*

Emilia Zegers  
*Violin, Voice*

\*Play On Philly alumni

***Special Programs***

ArtWell – Jennifer Eckenrode , Jessica Eldredge , Keyonna Butler, Gemma Hong

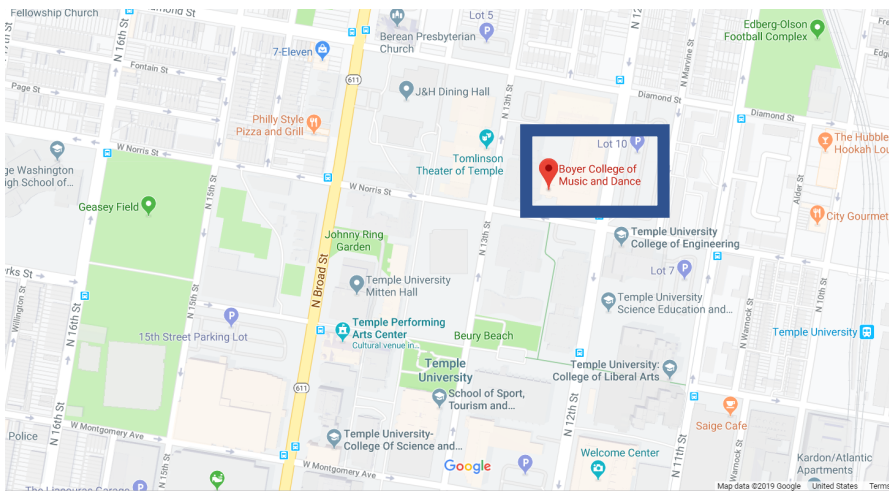
BalletX – Barnell Anderson, Kevin Harris

Philly Young Playwrights – Rodrick Edwards

Physical Education – Daran Moss

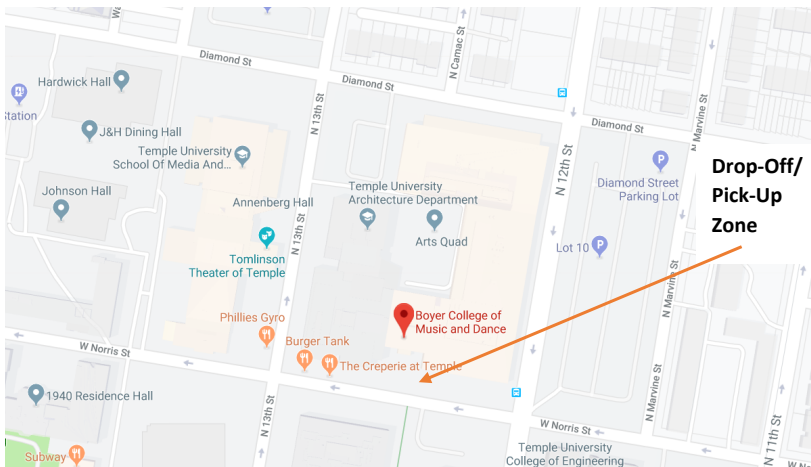
### Map & Directions

Boyer College of Music and Dance, in Presser Hall, is located on Temple University's main campus in Philadelphia, PA. The main campus is accessible by SEPTA Broad Street Line and regional rail trains. The SEPTA subway stop is Temple University/Cecil B. Moore. The regional rail station is the Temple University stop, accessible on several rail lines. Parking is limited in and around the Temple Campus. However, you can find free parking a block or two away in the residential neighborhoods.



### Pick-up and Drop-off

If you plan to drop-off and pick-up your students' curbside, please plan to pull-up on Norris Street, between 12th and 13th Street. Play On Philly staff will meet students outside from 8-8:30am each morning and 5-5:30pm each afternoon. See map below for specific drop-off location:



## Program Dates and Information

**Session 1:** June 20, 2022 – July 8, 2022

No program on July 4th. Showcase will be on July 8th.

**Session 2:** July 11, 2022 – July 29, 2022

Showcase will be on July 29th.

### Meals

- Breakfast, lunch, and a light snack will be provided to campers.
- Campers may bring their own meals; however, we cannot refrigerate or reheat food items.
- All food brought into camp facilities must be peanut-free.

### Sample Daily Schedule

Students' schedules will vary depending on their level and instrument.

8:00am – 8:35am	Arrival and Breakfast
8:45am – 11:00am	Instrument Studio Class
11:00am – 12:00pm	Choir
12:00pm – 1:00pm	Lunch and Recess
1:00pm – 2:00pm	Ensemble
2:00pm – 3:00pm	Art
3:30pm – 4:00pm	Snack
4:00pm – 5:00pm	PE
5:00pm – 5:15pm	Dismissal

## COVID Precautions

*The following protocols are aligned with guidelines from the CDC, the Philadelphia Department of Health, and Temple University's protocols. We continually update these policies as new information emerges.*

### Vaccination

While students are not required to be vaccinated, all POP staff members have been vaccinated against COVID-19.

### Daily Symptom Screening

All individuals who are sick are expected to stay home. POP reserves the right to refuse entrance to camp or to send a camper home for a medical issue. Parents/guardians, students, and staff should conduct a daily self-screening at home before coming to camp.

If you exhibit 2 or more of the following symptoms, take a COVID test:

Fever or chills	Cough	Sore throat
Shortness of breath or difficulty breathing	New loss of taste or smell	Congestion or runny nose
Fatigue	Nausea or vomiting	Muscle or body aches
Diarrhea	Headache	

At drop-off, POP staff will be taking the temperature of each child using a clean forehead thermometer before they are allowed to enter the building. If a student's temperature is 100.4 degrees or above, they will be sent home.

### Masking

- Students and staff must be masked at all times when inside a university building.
- Masks are optional while outside.



- Masks may be removed to eat during breakfast, lunch, and snack times.
- Wind players may remove their masks while playing and will be appropriately distanced. These students will use instrument covers to reduce aerosol propagation.

#### **Hygiene**

- Students, TAs, and staff must wash their hands with soap and water for at least 20 seconds after eating or drinking and after using the bathroom.
- Hand sanitizer will be available throughout the site for convenience and may be used as a substitute for hand washing. Students and staff are encouraged to cover coughs or sneezes with a tissue. Used tissues will be placed directly in the trash.

#### **Distancing Protocols**

- Students will be distanced at least 3 feet apart whenever possible.
- Students' personal belongings will be physically separate from one another. Staff belongings will be kept in a different designated area.

#### **Positive or Suspected Cases**

For details regarding quarantine and isolation procedures, see [Addendum A](#) at the end of the handbook.

## **Policies and Procedures**

Prior to the start of camp, please ensure that you and your child have read and understand all POP guidelines and procedures. We take these policies seriously in order to ensure all students and families have the best experience at POP Summer Camp.

#### **Attendance**

Students are required to attend program every day of each session in which they are enrolled. We understand that there might be a day that a student will need to miss program. Students are allotted two absence per session. More than two absences will result in a student needing to sit out for the remainder of the session. Students who are asked to sit out during the first session due to multiple absences may return for second session.

If your student will be out, you must inform POP by calling, texting, or emailing Summer Staff (contact information on Page 6).

#### **Tardiness**

Students are late if they report to camp after 8:30am. Three (3) late arrivals without prior notice will count as one (1) absence. If you are running late, please call or text ahead to let us know.

#### **Arrival**

Students should be dropped off and picked up at the front entrance of Boyer, located on the Norris Street side. A POP Staff member will be at Boyer by 8:00am each day to receive students outside of the building. POP staff will be stationed at the curb to help guide people and to complete a forehead temperature check for each child. Students will proceed to the lobby for check-in, after which they should report immediately to the cafeteria for breakfast and morning announcements. Students who arrive after 8:15am will not receive breakfast. All students should arrive to camp no later than 8:30am so that they will be prepared to begin the day with their peers.

*Please note that there is no parking at the front entrance. If you would like to escort your student inside, you will be able to find free street parking a couple of blocks away from the building in the residential section of the neighborhood.*

**Late Arrival:** Students who arrive after 8:30am must be walked into Presser Hall by an adult. They will be checked in at the front desk and will be directed to their first class of the day.

### ***ID Lanyards***

Every student will be given an identification badge and lanyard on their first day of camp. Badges will include the Play On Philly logo, the student's name, and emergency contact information on the back of the badge. Students must wear their lanyard at all times while at program (including field trips) for safety and identification.

When dismissing for the day, students should leave their lanyard at the front desk for safe keeping.

### ***Dismissal***

All students will be dismissed between 5:00pm and 5:15pm.

- Students who have permission to leave on their own will be free to go after checking out with the front desk. POP staff members will be at the door and by the pick-up area to help direct students to their family's vehicles. *NOTE: Students cannot leave by themselves without the express written permission from a parent/guardian. POP staff cannot allow students to meet parents/guardians at the curb/at their vehicle without express written consent.*
- Students who are picked up by parents/guardians must stay in the café until they are picked up. Parents/guardians must walk inside Presser Hall and formally check out their student from the designated dismissal person at the lobby desk.
  - Students who are not picked up by 5:15pm will wait inside the lobby to be picked up.
- **Early Dismissal:** We require that you inform the Program Coordinators/Summer Staff 24 hours in advance (when possible) or the morning of if your child will need to leave early from camp. This will allow us to inform the teachers of their absence for the day.

**Late Pick-Up Policy:** If a parent or guardian is late picking up a camper (after 5:15pm), they will be charged a late fee of \$1 per minute. Payment of late fees must be remitted to the Summer Camp front desk staff or paid online at [www.playonphilly.org/pay](http://www.playonphilly.org/pay) within two (2) business days.

If a student has 3 late pickups, they will be unable to return to camp. **Students picked up at 6:00pm or later will automatically be dismissed from camp.**

### ***Pick-ups by Other Adults***

If none of the individuals whose information you have provided in advance are available to pick-up your child, you must first call the Summer Staff to inform them of the change, then send a follow-up email with the name and DOB of the individual who will be picking up your child. When that person arrives, they will be asked to provide a photo ID with their name and DOB, which will be verified by the designated dismissal person.

### ***Cell Phones & Electronics***

We know that everyone has an electronic device these days, however camp is a time for students to disconnect from their devices and to get to know the people around them. Cell phones and electronics are strictly prohibited during POP time; electronics must be put away and be kept on silent. We know that sometimes families need to get in contact with their student; please call the Summer Staff phone number (contact information on Page 6). The staff will get you directly in contact with your student. If a student absolutely needs to make a phone call, they must first check in with a teacher or a staff member first.

Students may bring cell phones on off-site field trips. However, cell phones should be kept in backpacks except to coordinate pick-up/drop-off and emergencies.

Consequences:

1. If a student is caught using their electronic device during program, the device will be taken away and given to the Program Coordinator. The student will get their device back when they are dismissed.
2. The second time, the Program Coordinator will make a phone call home.
3. If this is a recurring issue, a phone call will be made home to make arrangements for the student to drop off the phone or electronics to the Program Coordinator daily before camp and to get it returned at the end of the program day.

### ***Daily Attire***

Dress attire for camp should be seasonally appropriate. The same rules that apply during school dress down days apply for POP summer programming. Prohibited items include:

- Clothing that contains obscene language, profanity, or unacceptable images
- Tops that do not fully cover from the shoulders to the waist
- Sunglasses inside the building

### ***Showcase Attire***

POP students wear a uniform for performances. Concert dress code:

- Black shoes, black socks, black pants or black skirt past the knee, POP camp t-shirt

**NOT PERMITTED:** T-shirts, jeans, denim skirts or jackets, sneakers, leggings, clothing with prints or designs, clothing with words or logos, tank tops/sleeveless shirts/dresses.

***Students wearing clothes other than those outlined will be asked to change or they cannot participate. Please inform our Program Coordinators if you need assistance with obtaining proper concert clothes; we are happy to help!***

### ***Meal & Snack Times***

Breakfast, lunch, and a light snack are provided by POP on program days. Your child is more than welcome to bring their own meals; however, there is not refrigeration or heating available to them. Meals will be served during the following times:

- Breakfast
  - 8:00am – 8:30am
- Lunch
  - 11:40am – 12:10pm for PreCO1 and CO1 campers
  - 12:20pm – 12:50pm for CO2 and Chamber campers
- Snack
  - 2:30pm – 3:00pm for PreCO1 and CO1 campers
  - 2:50pm – 3:10pm for CO2 and Chamber campers

POP Summer Camp is a peanut-free environment. If your camper plans to bring a meal or snack, make sure the food does not contain peanut butter, peanuts, or peanut oil.

### ***Food/Drink and Bathroom Use***

Students should bring a reusable water bottle to program every day. Students will not be allowed to eat food in the lobby or the classrooms of Boyer at any time –eating is reserved for breakfast, lunch, and snack time in the cafeteria or patio areas only. Bathroom and water breaks should be taken during meals/recess. If your child has a medical condition that may impact their need for the

bathroom or for food, please indicate so on the Medical Information form and notify the Program Coordinators so that we can make accommodations.

### ***Instruments and Instrument Storage***

Instruments that are loaned to a student by POP may only be sent home at the discretion of their studio teacher. Any damage to the loaned instrument must be reported to their teacher immediately. Parents/guardians should supervise the care of the instrument at home and will be held financially responsible for damage due to clear negligence or misconduct by the student.

If your student leaves their instrument at camp, they will be responsible for returning it to the secure storage space where all instruments will be kept. With the exception of percussion equipment and harps, students cannot leave their instrument in any other space other than the designated storage area. We welcome (and encourage) students to take their instruments home, but they must bring them back to camp the following program day.

Students must abide by the following rules:

- The POP student is the only person allowed to play their assigned instrument.
- The instrument must remain secured in the case and in a safe place when not being played. Instruments should not, for example, be stored in cars/trunks beyond travel time or in places with extreme temperatures. These conditions may damage the instrument.
- All damage must be reported to POP staff immediately along with any information that can help assess the nature of the damages.

### ***Respecting Spaces/Vandalism***

The spaces we will be occupying in Boyer and the greater Temple Campus are rooms that are loaned to us by Temple. As guests at a college, students are expected to always leave spaces neater and cleaner than they found them. This includes:

- Trash disposal at appropriate locations
- Keeping classrooms, walls, music stands, and all other property free of damage and destruction
- Returning shared materials to their proper place and in good condition
- Cleaning up spaces after meals

Students who intentionally destroy property including, but not limited to: loaned instruments, equipment, music stands, facilities and bathrooms etc., will be held responsible for the payment of the damaged property and will be dismissed immediately.

### ***Off-Campus Trips and Performances***

Occasionally, students will have the opportunity to leave the campus for community engagement performances and field trip opportunities. We feel that it is important for our students to perform more often in various settings to learn how to engage their community in their craft. Field trips will always be supervised by a chaperone. As a reminder, students on off-site trips are representatives of POP and themselves, thus all expectations will apply while out in the community.

Students will always be required to have signed permission slips for any off-site trips. We will send these permission slips out to families through AirTable and will have paper copies available, if requested.

### ***Emergency Information***

All families must return a signed Medical and Emergency Contact form before the first day of summer camp, June 20th. All relevant TAs and staff will be made aware of their students' medical

information, including medication administration, before camp begins. Staff will review the information carefully to anticipate any needs their students might have.

If you have indicated that your child has any emergency medication, it must be brought to camp in a clear bag that is labeled with their first and last name. A POP staff member will take the medication and ensure that it is stored properly. Students cannot attend camp if they do not bring their emergency medication.

We have staff members on site who are certified to administer CPR and First Aid and can use the AED machines.

**Illness:** If a student falls ill during program, POP staff will call all points of contact in a student's file until a parent/guardian is reached. In the unlikely occurrence that a child requires medical assistance, the staff will call 911 and the emergency contacts. A POP staff member will accompany the child while they receive medical services until such time that a parent/guardian can arrive.

**Medication:** For those students who can self-administer necessary medications, we require that you provide information concerning medication type, any dosage recommendations, and any storage requirements on the Emergency Contact/Medical Information form which should be updated as needed and reviewed at least once per year.

**Emergency Plans:** Play On Philly follows all the shelter-in-place and emergency plans recommended by Temple University's Boyer College of Music and Dance. For more details, you can reach out to one of our Program Coordinators.

## Family Communication

POP has an ambitious schedule of activities. For all of our students to receive the maximum benefits from being involved with POP, we need to be able to contact families quickly and to share a lot of information. POP communicates in many formats to ensure that information is shared with everyone and quickly.

We use e-newsletters, sent to parents/guardians, to share information about upcoming events, POP news, and programming updates.

We use texts, emails, and calls to parents/guardians to remind families to communicate about overdue permission slips, behavior issues, and special event reminders.

Please reach out to Summer Staff with any questions or concerns.

## Citizenship Program

POP holds all students, teachers, and staff members to the highest standards of integrity and citizenship. In order to be contributing members of their studio classes, ensembles, and the greater POP community, all POP musicians should strive to be:

- Good citizens for themselves, their peers, and the Summer camp community.
- Prepared every day with their instrument, instrument accessories, and a positive attitude so that camp can be an opportunity for children to learn, try their best, and have fun!

### ***Citizenship Recognition***

POP celebrates students who adhere to the POP code of conduct and who demonstrate preparedness, collaboration with others, and helpful initiative.

**Friday Shout-Outs:** Shout-outs will be given each Friday during breakfast or Musicale to students who have displayed any act of good citizenship to a fellow musician, staff member, or community member.

**Students of the Session:** These awards are given to two students each session during the Showcase. POP is proud to recognize students who model qualities such as leadership, sharing, helpfulness and empathy.

### ***Citizenship Infractions***

At some point, students may struggle to meet POP's citizenship standards. In the case of minor issues such as repeated disruptive behavior in the classroom or failure to follow directions after three warnings, the first step will be the completion of a reflection sheet. *The reflection sheet* tool allows students of all ages to think through their actions/words and decide how they might approach a situation differently in the future. For those students who are old enough, we ask that they complete the first section outlining their behavior, independently. If the situation requires, a student may be removed from the classroom. These documents help POP students, families, and staff understand and agree on what was problematic and what can be corrected for the future. In most circumstances, students will be given opportunities to correct their behaviors.

#### **First Infraction:**

1. Reflection Sheet is issued.
2. Program Coordinator will call parents/guardians.
3. Reflection sheet is signed and returned the following business day for the student to return to program.

#### **Second Infraction:**

1. Reflection Sheet is issued.
2. Program Coordinator will call parents/guardians to request a meeting.
3. Reflection sheet is signed and returned.
4. Student and family meet with Program Coordinator before the student can return to program.

#### **Third Infraction:**

1. Reflection Sheet is issued.
2. Program Coordinator will call parents/guardians to request a meeting.
3. Reflection sheet is signed and returned.
4. Student is placed on a two-day suspension.
5. Student and family meet with Program Coordinator to write a citizenship contract before the student can return to program.

**Fourth and Final Infraction:** If a student breaks their behavior contract for a fourth time, they will earn a fourth reflection sheet and will be suspended for the duration of the summer.

### ***Zero-Tolerance***

The following behaviors have zero-tolerance at POP Summer Camp and will result in immediate suspension or expulsion:

- Threatening violence
- Fighting/unwelcome physical contact

- Leaving the designated POP Camp area without permission
- Inappropriate language
- Sexual harassment
- Instrument damage due to neglect
- Stealing (if proven)
- Bullying

*These policies and procedures are in place to ensure the safety and well-being of all students while in our care.*

## Addendum A: Summer 2022 COVID-19 Quarantine Protocols

### **Showing Symptoms of COVID-19**

All students, staff and TAs must self-report any symptoms associated with COVID-19 to a POP staff member if they experience them during POP programming. Additionally, TAs will monitor students and will investigate if students appear to exhibit symptoms.

*Symptoms of COVID-19 include<sup>1</sup>:*

Fever or chills	Headache	Cough
Shortness of breath	Difficulty breathing	New loss of taste or smell
Sore throat	Fatigue	Congestion or runny nose
Nausea/Vomiting	Diarrhea	Muscle or body aches

### **Suspected Case of COVID-19**

If a student is exhibiting or experiencing symptoms, that student must wear a mask, be brought to a designated area, and have a family member pick them up. Likewise, if a TA or staff member is exhibiting or experiencing symptoms, they must leave the site immediately and be tested as soon as possible.

If a student exhibits or experiences symptoms outside of POP time, that student's family should communicate with the Summer Staff directly. If a TA or staff member experiences symptoms outside of POP time, they must inform their supervisor and be tested before coming to POP.

In both cases, individuals may return to POP if test negative for COVID-19. Students, TAs, and staff must submit test results to POP's Operations Manager: [laura@playonphilly.org](mailto:laura@playonphilly.org).

### **Exposure to COVID-19 outside of POP**

If there is reason to believe an individual has had close exposure to COVID-19 outside of POP, that individual will be asked to be tested immediately and refrain from returning to POP until they obtain a negative test. Results must be submitted to the Operations Manager.

### **Secondary Exposure to COVID-19**

A secondary contact is someone who was in close contact with someone else who was exposed to COVID. This could be a sibling of a close contact. Secondary contacts are not required to quarantine.<sup>2</sup>

### **Positive Case of COVID-19**

If any teacher, staff member or student at POP is positively diagnosed with COVID-19, they must isolate until all the following are met:<sup>3</sup>

- At least 5 days have passed since symptoms first appeared, AND
- At least 24 hours have passed without a fever, without the use of fever-reducing medication, AND
- Other symptoms of COVID-19 are improving.

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<sup>1</sup> "Symptoms of COVID-19", <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>.

<sup>2</sup> "Schools and early childhood education guidance," <https://www.phila.gov/programs/coronavirus-disease-2019-covid-19/guidance/guidance-documents/schools-guidance/>.

<sup>3</sup> "Isolate If You Are Sick," <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/isolation.html>



All parties who have had close contact<sup>4</sup> with that person (in the two days prior to the onset of symptoms) should quarantine for 5 days. It is recommended that individuals be tested immediately. If they test negative, it is recommended that they are tested again after 3-5 days.<sup>5</sup>

#### ***Exposure for the Fully-Vaccinated***

Fully-vaccinated individuals who have been exposed to a confirmed case of COVID-19 do not need to stay home to quarantine. However, they must be tested 3-5 days after exposure, even if they do not have symptoms. All results must be submitted to the Operations Manager. If they test positive, they should isolate as detailed above.<sup>6</sup>

#### ***Calculating Quarantine***

Day 0 is your first day of symptoms or the date you had a positive test. *Day 1 is the first full day after your symptoms developed or your test was done.*

### **Glossary**

**Exposure<sup>7</sup>** – Having come into contact with a cause of, or possessing a characteristic that is a determinant of, a particular health problem.

**Close Contact<sup>8</sup>** - Someone who was within 6 feet of an infected person (laboratory-confirmed or a clinically compatible illness) for a cumulative total of 15 minutes or more over a 24-hour period (for example, three individual 5-minute exposures for a total of 15 minutes). An infected person can spread SARS-CoV-2 starting from 2 days before they have any symptoms (or, for asymptomatic patients, 2 days before the positive specimen collection date), until they meet criteria for discontinuing home isolation.

**Exception:** In the K-12 indoor classroom setting, the close contact definition excludes students who were within 3 to 6 feet of an infected student (laboratory-confirmed or a clinically compatible illness) where:

- both students were engaged in consistent and correct use of well-fitting masks; and
- other K-12 school prevention strategies (such as universal and correct mask use, physical distancing, increased ventilation) were in place in the K-12 school setting.

*This exception does not apply to teachers, staff, or other adults in the indoor classroom setting.*

**Isolation<sup>9</sup>** - The separation of a person or group of people known or reasonably believed to be infected with a communicable disease and potentially infectious from those who are not infected to prevent spread of the communicable disease.

**Quarantine<sup>10</sup>** - The separation of a person or group of people reasonably believed to have been exposed to a communicable disease but not yet symptomatic from others who have not been so exposed to prevent the possible spread of the communicable disease.

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<sup>4</sup> "Appendices," <https://www.cdc.gov/coronavirus/2019-ncov/php/contact-tracing/contact-tracing-plan/appendix.html>.

<sup>5</sup> "When to Quarantine," <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html>.

<sup>6</sup> "Interim Public Health Recommendations for Fully Vaccinated People", <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated-guidance.html>.

<sup>7</sup> "Appendices," <https://www.cdc.gov/coronavirus/2019-ncov/php/contact-tracing/contact-tracing-plan/appendix.html>.

<sup>8</sup> "Appendices."

<sup>9</sup> "Appendices."

<sup>10</sup> "Appendices."