

CLOSE UP FOUNDATION COVID-19 PROTOCOLS

Created in consultation with MedStar Georgetown Pediatrics

Resumption of In-Person Programming

Close Up suspended in-person programming on March 13, 2020. Close Up would resume in-person program within 14 days of when the following conditions are met:

- Close Up staff members are fully vaccinated;
- The number of new COVID cases in DC and Virginia are less than 10 per 100,000 in the preceding seven days and remain so until the trip departure date;
- The positive test rate for DC and Virginia in the previous seven days is less than 5%; and,
- Travel and group gathering restrictions in the DC area allow us to safely, legally, and effectively run program.

Close Up reserves the right to suspend in-person programming if any of these conditions are no longer met, even if conditions had previously been met. If program is suspended at any time, Close Up will work with the impacted Trip Coordinator(s) on alternative options or arrangements, including rescheduling.

Program Modifications due to COVID-19

Close Up has made a number of programmatic changes, adjustments and modifications as a result of the ongoing COVID-19 pandemic. These changes include, but are not limited to:

- Capping a program's size;
- Reducing the size of small group workshops and student-to-instructor ratios;
- Rescheduling or replacing components that are unable to run due to time, group size, or COVID-19 protocol constraints;
- Limiting or eliminating mixing of students from different states/communities;
- Providing space for greater physical distancing during program components and on coach busses;
- Assigned seating on busses, as necessary;
- Allowing for double occupancy in student rooms (at no additional cost); and,
- Allowing for single occupancy in adult room (at no additional cost);
- Providing PPE as requested, including re-usable masks, disposable masks, hand sanitizers, and gloves; and,
- Informing participants of and encouraging participants to follow best practices to mitigate the spread of COVID-19 spread.

Please note that as of April 1, 2021, most Teacher Program options have been suspended. Please speak with your Close Up Rep if you have questions pertaining to Teacher Program during your trip.

Pre-Program Mitigation Recommendations

Close Up **strongly recommends** that any participant on a Close Up program receive a negative COVID-19 PCR test within 72 hours of travel and that they limit social activity outside of the household in the week leading up to the trip. Pre-program testing and limiting social activity outside of the household will help contribute to a safer environment and can reduce the likelihood of exhibiting symptoms of COVID-19 or unknowingly exposing others to the virus while on a Close Up program. Please consult your personal physician about options for COVID-19 testing.

Participants should also review airline policies and requirements for travel. Additionally, we ask that each participant conduct a pre-trip health assessment. Should the participant answer "yes" to any question in the list below, they should

not travel to Close Up and should contact Close Up immediately:

- In the last 14 days, have you experienced any of the following symptoms?:
 - o Fever
 - o Cough/Shortness of Breath
 - o Fatigue
 - o Muscle Pain or Body Aches
 - o Headache
 - o Loss of taste or smell
 - o Sore Throat
 - o Congestion or Runny Nose
 - o Nausea/vomiting
 - o Diarrhea
 - o Other signs of new illness that are unrelated to a preexisting condition
- In the last 14 days, have you come into contact or near anyone who has tested positive for COVID-19?
- Have you been in contact with anyone currently awaiting the results of a COVID-19 test?
- Have you travelled outside of the country within the past 14 days?

On-Going COVID-19 Mitigation Protocols

Close Up has implemented the following on-going COVID-19 mitigation protocols:

- **Masks will be required at all times** except for when eating and when in one's sleep room;
- Eating while on busses or during indoor program components will be prohibited;
- Hand-washing/sanitizing will be encouraged, and time will be made for more frequent hand-washing;
- Close Up will incorporate six feet of physical distancing for activities whenever possible. When that is not practical or possible, Close Up will work to maintain three feet of physical distancing in those cases.
- Close Up will encourage adherence to six feet of physical distancing during high-risk activities such as eating.
- Prior to exiting their room in the morning, participants should run through a self-reported health screen. Additionally, participants are required to alert Close Up staff if they present symptoms or become aware of information that would change their answer to the following questions:
 - o Are you experiencing any of the following symptoms?:
 - Fever
 - Cough/Shortness of Breath
 - Fatigue
 - Muscle Pain or Body Aches
 - Headache
 - Loss of taste or smell
 - Sore Throat
 - Congestion or Runny Nose
 - Nausea/vomiting
 - Diarrhea
 - Other signs of new illness that are unrelated to a preexisting condition
 - o In the last 14 days, have you come into contact or near anyone who has tested positive for COVID-19?

- Have you been in contact with anyone currently awaiting the results of a COVID-19 test?

If the participant answers “yes” to any of these questions, COVID-19 sick protocol (see below) begins. Close Up reserves the right to remove a participant from program and seek medical consultation if they are exhibiting symptoms of COVID-19, even if they have not reported those symptoms to Close Up staff.

COVID-19 Protocol for Sick Participants

If a participant is suspected of having COVID-19 (either through self-reporting or exhibiting symptoms):

- The participant will be quarantined immediately in their hotel room.
- Close Up staff will facilitate their roommate’s move to new clean room (*see protocol for close contacts below*).
- Close Up will contact the Trip Coordinator and facilitate communication with the parent or guardian of the participant, if applicable.
- Close Up staff will contact MedStar Georgetown Pediatrics for medical advice and arrange for both a rapid COVID-19 test and a PCR COVID-19 test as needed.
- Close Up staff will escort participant to a COVID-19 testing location via taxi or hired car.
- If the participant’s rapid test is positive for COVID-19, they will be required to enter quarantine, and anyone who had close contact will be required to enter quarantine as well (*see protocol for close contacts below*). Current CDC guidelines recommend that someone testing positive for COVID-19 should quarantine for 10 days following a positive test or the onset of symptoms.
- If the participant’s rapid test is negative, they will remain in quarantine while awaiting PCR test results.
 - If PCR test is negative, the participant can return to program or be treated for non-COVID-19 illness.
 - **If PCR test is positive, the participant will be required to enter quarantine, and anyone who had close contact will be required to enter quarantine as well (*see protocol for close contacts below*). Current CDC guidelines recommend that someone testing positive for COVID-19 should quarantine for 10 days following a positive test or onset of symptoms.**

Protocol for COVID-19 “Close Contacts”

- A “close contact”, as defined by the CDC is as follows: Someone who has been within 6 feet of an infected person (laboratory-confirmed) 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 in one day). An infected person can spread SARS-CoV-2 starting from two days before they have any symptoms (or, for asymptomatic patients, two days before the positive specimen collection date).
- Close Up Foundation, in conjunction with its medical partners and local health officials, will make a determination of who is considered a close contact and will require quarantine.
- If a participant is notified while they are on Close Up that they are a close contact of someone who has tested positive for COVID-19 prior to the start of program, they would be required to enter quarantine. Current CDC guidelines recommend that someone who is a close contact of someone testing positive for COVID-19 should quarantine for 14 days following exposure.
- Close contacts of someone on program suspected of having COVID-19 will remain on program until exposure to COVID-19 is confirmed with a positive test of the suspected participant. **If COVID-19 exposure is confirmed, the close contact would be required to enter quarantine. Current CDC guidelines recommend that someone who is a close contact of someone testing positive for COVID-19 should quarantine for 14 days following exposure.**

COVID-19 Quarantine Procedures and Costs

Based on the protocols above, Close Up will facilitate communication between our medical partners and local health authorities (MedStar Georgetown Pediatrics, the DC Department of Health, and/or the Virginia Department of Health) and the participants (or the parent/guardian of participants) who are required to enter quarantine for a positive COVID-19 test, or for exposure to COVID-19 as a close contact. Close Up will arrange and pay for the airfare costs of a parent, guardian,

or other adult (with parent permission) to join the participant at the Close Up hotel for the duration of the quarantined-participant's stay. Close Up will provide – at no additional cost- a Close Up hall monitor and meals for quarantined participants while awaiting the arrival of the parent, guardian, or other adult. **All additional costs, including but not limited to airline ticket changes, additional room/board for the participant, room/board for the parent/guardian/other adult, meals, parking, taxis, transportation, taxes, tips/gratuities are the responsibility of the participant, or their parent/guardian (for student participants).** While Close Up staff is available for logistical assistance and guidance, the participant is deemed to be no longer on a Close Up program upon the arrival of the parent/guardian at the hotel. For adult participants, the individual is deemed to be no longer on a Close Up program upon a) The arrival of a personal friend/family member to assist with quarantine; or, b) 5:00PM on the originally scheduled day of departure from the Close Up program.

Exceptions to Close Up's COVID-19 Sick/Exposed Participant Protocol

The following people may not need to quarantine if exposed to COVID-19 prior to or during a Close Up trip:

- People who have been fully vaccinated; and,
- People have been diagnosed with COVID-19 within 90 days.

Participants who fall into these categories should carry a copy of their vaccination card and/or a doctor's note confirming a positive COVID-19 test within 90 days of their Close Up program with them during travel. Close Up will only require this documentation if there is suspected COVID-19 exposure on program.

Post-Program COVID-19 Mitigation

Close Up strongly recommends that all Close Up participants review and follow local and state guidelines for COVID-19 mitigation after returning home from their Close Up trip.

Close Up and Its Medical Partners

Close Up utilizes MedStar Georgetown University Hospital for consultation and guidance. While on a Close Up program, final decisions on participant quarantines will rest with Medstar Georgetown University Hospital, the DC Department of Health, and/or the Virginia Department of Health upon consultation with the participant, or the parent/guardian of the participant, where applicable.