

Great Lakes Children’s Museum Covid-19 Safety Plan

Protective measures to ensure a safe environment for children, caregivers, and employees.

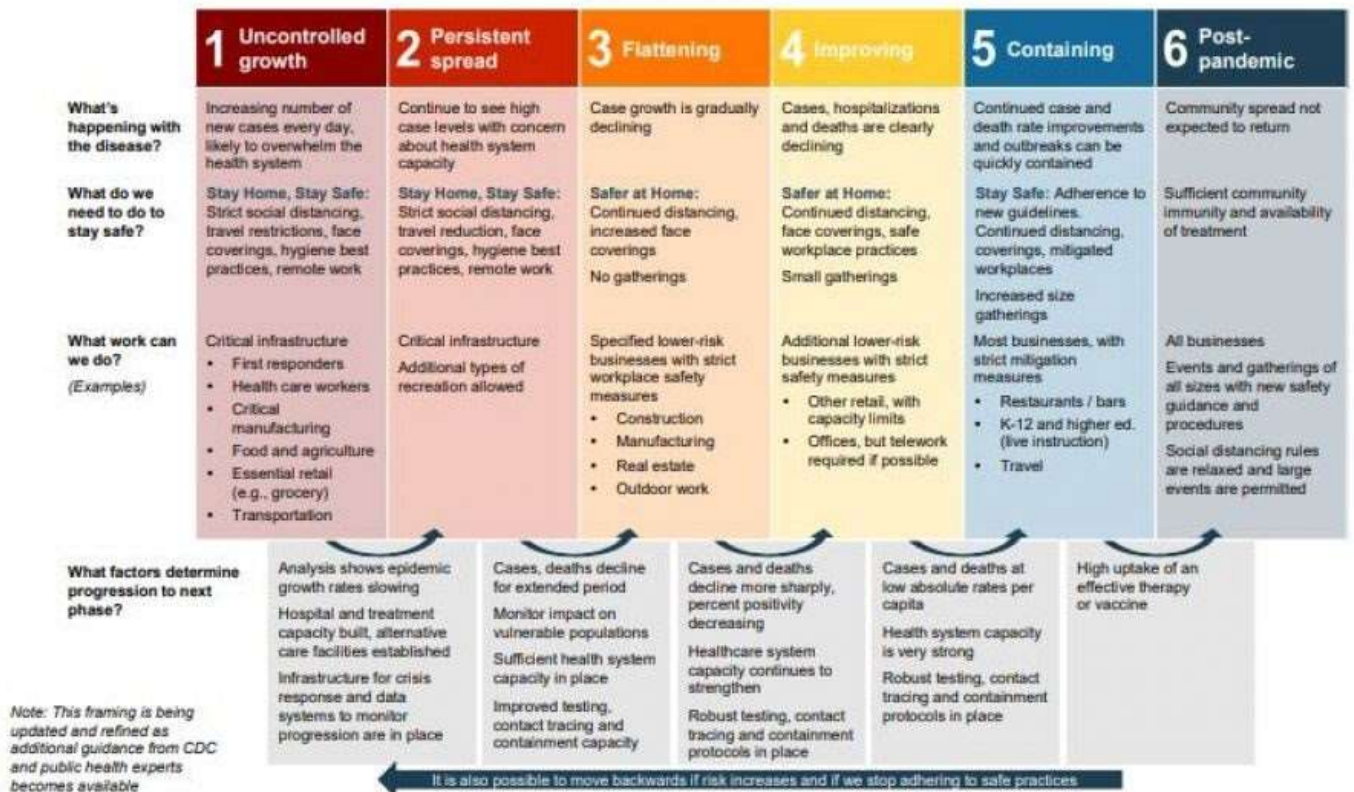
This document provides a roadmap to address the safety of Great Lakes Children’s Museum (GLCM) guests and staff. Opinions about Covid-19 are diverse and some visitors may find adherence to this plan difficult - however these policies are in effect to safeguard the health of our community, especially its children. From the onset of the novel Coronavirus, GLCM has followed the public health recommendations and will continue to follow the guidance coming from experts as we navigate policies going forward. Common terms used throughout this document are defined below.

Table 1: Common terms for a common understanding

Guest = A visitor to the Museum admitted on a day pass or membership, guests pay for access to Museum spaces.	Museum = Specifically the area within the walls of the Great Lakes Children’s Museum.
Staff = Anyone GLCM pays to perform duties listed on a job description.	Surrounding Area = The area immediately outside the Museum including the Mini-Mac Bridge, parking lot, and ShipShapes Exhibit.
Volunteer = Someone who does not pay admission, are not paid, and perform Museum work.	Great Lakes Room = The enclosed space to the immediate right on entering via the main Museum entrance.
Partner = A staff member or volunteer of another agency which partners with GLCM to deliver programming	North and South Galleries = The areas containing exhibits in the main area of the Museum. An imaginary line from the Restrooms to the Lighthouse display separates North from South Galleries.
Recommended = A guideline which staff or guests should follow, but is not mandatory.	Staff Areas = The offices, janitor’s closet, storage closets and loading dock
Required = A mandatory policy which must be followed except for medical exemptions or in extreme circumstances.	Manipulatives = portable exhibit components. These include vegetables, balls, blocks, puppets, etc.
Integral Touch-Points = Those items or locations which guests must touch to interact with exhibits, such as buttons on the Weather Wall or the Freighter steering wheel.	Incidental Touch-Points = Those items or locations which guests are likely to touch during interaction with exhibits, such as the walls leading up to the Water Cycle or helicopter and stair hand rails.

This plan remains in place as long as Region 6 of the State of Michigan remains in Phase 5: Containing. [View the Michigan Safe Start Plan Here.](#) If public health officials declare that the region has reached Phase 6, GLCM will revisit and revise these measures. GLCM is operating under the assumption a “return to normal” will take quite some time, and seeks to establish a “new normal” as return to a pre-pandemic state may not be possible.

Figure 1: Michigan’s SafeStart Plan



The following plan was developed in response to, and in compliance with EXECUTIVE ORDER No. 2020-91 Safeguards to protect Michigan’s workers from COVID-19

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Staff and Volunteer Protocols

Michael Long (Executive Director) and Thomas Maynard (Impact Manager) are designated worksite supervisors. It is their responsibility to implement, monitor, and report on the COVID-19 control strategies developed under subsection (a). At least one supervisor must be on-site at all times when employees are present. Plan violations and concerns should be directed to a supervisor.

No more than two of GLCM’s five staff should be scheduled to be on-site at any time when the public is in the building. Workers not scheduled to be on-site should be encouraged to complete their work remotely to the maximum extent possible. Workers not scheduled to be

on-site but requiring access to the building for any reason should enter and exit via the door to the Executive Director's office on the North and East side of the building.

Staff and volunteers are required to complete a COVID-19 training covering workplace infection-control practices, the proper use of personal protective equipment (PPE), steps the employee must take to notify the organization of any COVID-19 symptoms or a suspected or confirmed diagnosis of COVID-19, and how to report unsafe working conditions.

Staff and volunteers will conduct a daily entry screening protocol which will include logging forehead temperature as measured with a non-touch thermometer and a questionnaire covering symptoms and suspected or confirmed exposure to people with possible COVID-19. No staff or volunteers self-reporting or demonstrating COVID-19 symptoms or registering a temperature higher than 100.4 degrees Fahrenheit are permitted in the Museum. Symptomatic personnel are required to self-isolate for 10 days. If, by the 10th day of isolation, there is no fever and symptoms are significantly improved, isolated staff can return to work. Staff will be paid for their regularly scheduled hours during self-isolation.

Current test sites can be located by contacting the local health department or following the search links at https://www.michigan.gov/coronavirus/0,9753,7-406-99891_99912-531745--,00.html . GLCM will cover the cost of any test or copay not covered under a staff's health insurance. Staff will be paid for their regularly scheduled hours should they be required to self-isolate.

GLCM has provided all on-site staff and volunteers with non-medical grade face coverings. Staff and volunteers are required to wear face coverings when not in Office areas, or when they cannot maintain a six-foot distance from others. Staff have access to cleaning supplies upon entry and have time to take steps to protect themselves and others including hand washing and donning PPE.

Cleaning and Sanitizing Protocols

GLCM has increased facility cleaning and disinfection to limit COVID-19 exposure, especially on Incidental and Integral Touch-Points as well as door handles and restroom facilities. In addition to our normal rigorous cleaning standards, GLCM is implementing special policies, technologies, and cleaning times for the purpose of reducing the spread of COVID-19.

Museum staff clean and disinfect surfaces before opening in the morning, during a midday shutdown, and after the Museum closes on any day the facility is open to the public. After public use, all surfaces are disinfected with a medical grade disinfectant applied using a commercial grade fogger after staff have completed end-of-day cleaning protocols and have exited the building.

Areas surrounding the Museum, such as the parking lot, Ship Shapes exhibit or Mini-Mac Bridge are the property of the Discovery Center~Great Lakes. While sunlight has a significant impact on COVID-19, GLCM staff disinfect high-touch areas even in the surrounding areas daily with approved sanitizers to reduce the possibility of spreading disease.

Staff are required to use PPE when cleaning and sanitizing the Museum and Surrounding Areas. Sanitizing chemicals include Bleach, Alcohols, BZK (A common Ammonia-based

cleaner) and Mediclean. Mediclean is a brand-name cleaner that consists of various alcohols and salts. BZK is a relatively harmless sanitizer that should be used for surfaces only, not skin.

Staff apply disinfectants according to product guidelines and in accordance with [this meta-study on surface disinfectants for Covid-19](#). Staff have been trained in the proper administration and concentration of these cleaners so that we do not trade safety from COVID-19 for toxic levels of disinfectants which can pose their own risks to human health.

Guests using the table and chairs in the Northern portion of the Great Lakes Room will be asked to sanitize tables and chairs with BZK wipes provided by GLCM.

GLCM will provide warm water and soap for handwashing. Alcohol-based hand sanitizer suitable for topical application will be available as an alternative to handwashing (See Guest Protocols below for more detail on expectations for guest behaviors).

Operational Protocols

Children’s museums by their nature are about touching and interaction. Table 1 lists the Museum’s displays with their cleaning/sanitizing challenges and GLCM’s strategy to balance guest safety with learning by doing.

Table 1: Operational Challenges/Exposures and Strategies for Safest Operation

Display/Activity	Component	Divide	Checkout / Return	Sanitize	Change in Operation
Credit Card Pay				After Use	Shift to Square/Ipad, stop taking signatures, UV Square after use
Rocks					Either remove items or prebag and sell random bag on request
Always Ready	Push Button			Rolling	
Art Table	Paper/Project & Tools needed		X	On Return	Guests can check out a set of art project materials but will need to return things like markers/tape dispensers/scissors when done. Sharing allowed within a COVID/familial social group but not with people outside group.
Boat Parade	Blocks (One Set)		X	On Return	
Building Bridges	Roman Arch				Remove
Building Bridges	Conex				Remove
Building Bridges	Trains & Tracks	X	X	On Return	Break into three sets of tracks/trains for checkout & return
Cherry Theme	Tunnel			Mediclean	
Cherry Theme	Farmer Cart Pieces	X	X	On Return	
Cherry Theme	Farmer Cart			Rolling	
Cherry Theme	Truck			Rolling	
Cherry Theme	Flip Wall			Mediclean & Rolling	
Cherry Theme	Tree & Me Pieces		X	On Return	Only one set
Cherry Theme	Tree & Me Control Handle			Rolling	

Chicken Coop					
Creativity Cove	Fine Motor Station Items	X	X	On Return	
Creativity Cove	Big Building Blocks	X		Beginning of Day & Between Sessions	Cannot store at desk as checkout – too large
Freighter	Steering Wheel & Control Room Buttons			Rolling	Mount hand sanitizer at freighter entrance to encourage use for ball wall/freighter/Coast Guard areas
Freighter	Engine Room Buttons			Rolling	
Freighter	Cargo Hold Life Jackets				Remove
Hatchery	Vowel Sounds			Rolling	
Hatchery	Shape Wall			Rolling	
Hatchery	Shape Pieces		X	On Return	
Hatchery	Animal Pieces		X	On Return	
Hatchery	Animal Wall			Rolling	
Hatchery	Weather Words			Rolling	
Hatchery	Stability Bar			Rolling	
Hatchery	Texture Wall			Mediclean	
Hatchery	Balls	X	X	On Return	
Helicopter				Rolling	All parts/pieces are physically fixed and cannot be removed
Kideo Games					No components
Lighthouse Lower	Tables/Oven			Rolling	
Lighthouse Lower	Vegetables	X	X	On Return	Vegetable & Disk sets checked out at front desk. Mount hand sanitizer at entrance to lighthouse lower level to encourage use in Lighthouse and helicopter
Lighthouse Lower	Cloth Dolls				Remove
Lighthouse Lower	Wooden Paper Doll		X	On Return	
Lighthouse Lower	Dress Up Clothes				Remove until Phase 6
Lighthouse Upper	Walls/Windows			Rolling	
Magnetic Ball Wall	Pipes	X		Rolling	
Magnetic Ball Wall	Balls	X	X	On Return	
Mix'n'Match	Entire Display			Rolling	
Native or Not	Puzzle Pieces			Rolling	Pieces are too large to checkout
Navigation Wall	Magnet Boats	X	X	On Return	
Navigation Wall	Display Wall			Rolling	
Neuro Assist Items			X	On Return	
Periscope	Handles/eye piece are high touch			Rolling	
Puppet Theater	Cloth Puppets				Pull cloth puppets and eventually replace with stick puppets
Puppet Theater	Stick Puppets	X	X	On Return	Puppets available as check out items at desk, but must be returned to desk when done
Row, Row, Row					Remove due to lack of space
Sand Art Table	Buckets of Sand, Spoons, Sticks		X	Sticks/Bottles On Return	Trade buckets/spoons for 2 sets of bottles
ShorePrints					
Water Cycle	Stair Walls			Rolling	
Water Cycle	Slow Slide			Rolling	
Water Cycle	Fast Slide				Shut down?
Water Fountains					Shut down & bag
Water Table	Rim Surfaces			Rolling	

Water Table	Dam Pieces				Constant chemical treatment of water poses best method of killing COVID-19
Wave Tank	Wave Wheel			Rolling	
Weather Wall	Buttons			Rolling	
Welcome, Too	All surfaces are high touch			Rolling	

Guest Protocols

GLCM is using a soft open approach and will be limiting the number of people in the Museum to 25% of the 290 person capacity limit, or 72 people during “general admission” days. Non-member guests will be required to purchase tickets for admission online prior to arrival. Members must reserve a slot for each person in their party ahead of their visit. Pre-purchased tickets and reservations have first priority for admission. Walk-ins will be dealt with on a case by case basis depending on capacity numbers. Soft opening general admission days are Wednesdays and Fridays. Hours will be 10 am to 12:30 pm and 1:30 pm to 4:00 pm.

A group of up to 50 people will be allowed to reserve the Museum facility for their private use on a Saturday or Sunday under our soft open approach. If, by Friday at 5 pm, no group has signed up to reserve the Museum for the approaching Sunday, the Museum may choose to open to the general public by reservation only starting at 1 pm and ending at 3:30 pm.

Should the Governor or Health Department director issue an emergency order varying the capacity limits described in this subsection, the Museum will modify our capacity or shutdown as necessary to protect the public health. An increase in the risk level for the Grand Traverse region as shown on the Michigan Safe Start map may also trigger a reduction in either capacity or hours.

Guests will be asked to self-identify symptoms and verify that they are not currently under COVID-19 quarantine at the time they purchase their tickets. Guests will be asked to confirm there has been no change to their answers about symptoms and quarantine during their admission. Guests will also be required to verify the contact information they provided on signup. Guests 3 and 4 are requested to wear masks. Guests 5 and up are required to wear a face covering which covers their nose and mouth unless medically unable to do so. Guests under the age of 2 should not wear a face covering. Face coverings will be for sale in the Power of Play store for those who do not have them. Those who do not have them and cannot afford them may receive a free face covering upon request. Guests are required to respect all physical barriers that limit staff exposure and to maintain distance from non-connected social groups during their Museum visit by observing physical display boundaries indicated on the Museum floor.

Guests will be required to either wash or sanitize their hands upon entry to the Museum in the South Great Lakes Room. This room has been modified to allow Guests to store belongings in a way that limits contact and allows social distancing. Guests, staff and volunteers are required to wash their hands after using restrooms.

GLCM has provided one table in the Northern Great Lakes Room for Guests to eat snacks. This is the only place where food may be consumed in the Museum, and family/social groups must take turns using this space. Guests may remove their masks while seated and

consuming food in this room. Guests should sanitize tables and chairs they use with BZK wipes provided by GLCM. Guests should wash or sanitize their hands after consuming anything and must replace their face coverings as soon as they can safely do so and definitely before exiting the room to return to the Museum galleries or leave the Museum.

Several manipulatives have been pulled from the Galleries and are now available by request (at no cost) at the Front Desk. After use, materials should be returned to the Front Desk so they can be sanitized and checked out again. Manipulatives remaining in the galleries are cleaned and sanitized frequently, and have been split into a morning and afternoon set where possible to allow additional sanitizing.

GLCM has provided a “Yuck Bucket” for items Guests feel need to be cleaned and sanitized. Manipulatives put in children’s mouths, brought into the restroom, etc. can be placed in the Yuck Bucket to be cleaned and sanitized before going back out to the museum galleries.

Guests are required to practice social distancing whenever possible, including using separate tables, not sharing benches with people outside their familial/social group, using exhibits not in use, observing display boundaries marked on the floor to maintain physical distance from non-related social/familial groups, and taking turns in high-use exhibits, restrooms and the Power of Play store.

Potential Exposure Recovery Protocol

If notified of a potential positive COVID-19 exposure within the Museum, GLCM will close for the remainder of the day, refund reservation payments as required, and clean and fog the entire facility. GLCM will email the Benzie/Leelanau Health Department with attendance logs including times of entry and exit and contact information. Unless directed otherwise by the Health Department, GLCM will reopen on the next General Admission or Single Group Reservation scheduled after the facility has been fogged and allowed to dry overnight. Backup staff will, as necessary, resume responsibilities to maintain operations if possible.