1678 5-Stage COVID Reopening Plan

General Practices

- Masks must be worn at all times
- Hand sanitizer must be used on way in/out
- Carry out all trash (Assuming janitorial services not running)
- Before coming in, health survey completed (includes temperature check and other symptoms)
- Parents must sign an additional consent form
- Sign in/out daily (with times) for contact tracing (if needed)
- Tools should be sanitized (at least) at the beginning/end of every meeting

Level 5

All in-person meetings banned - virtual only

Activities Allowed

- Virtual Robocamps
    - Social distanced pickup
    - Campers join Zoom calls
- 1678 team Zoom meetings
    - Full team meets at 6:30 on Wed/Thurs
    - After announcements, team splits off into subteam meetings until 8PM
- Communication over Slack

Lab Safety

N/A as not allowed in the lab

Level 4

Essential Personnel Only

Goal: Establish foundation for creating a competitive robot

Activities Allowed

- Key students may use machines to make parts
- Film training videos or train on physical machine over Zoom

Lab Safety

- 6+ft social distance
- Masks and safety goggles required
- No more than 3 or so students per room
    - Only one mentor supervisor unless absolutely necessary

Level 3

“Rotational” (~30%) Personnel

Goal: Targeted one-on-one training for new members

Activities Allowed

- Use machines and tools
- Teachers can demonstrate then step back and let new members work

Lab Safety

- Social distancing and masks/goggles required
- Increase to 10ish students per room, no more than 2 per machine and only half of machines in use at one time, maybe fewer

Level 2

Most Personnel Back (~75%)

Goal: Get closer to normal team activities

Activities Allowed

- All machines in use

Lab Safety

- Safety glasses and masks required
- No more than 1 person actively using a machine
- If doing a job that requires sitting, spread out chairs

Level 1

No restrictions - back to business as normal

“How To” Develop Your Team’s Re-Opening Plan

Step 1: Evaluate your current situation
- Get in touch with relevant authorities (school, 4H, etc.)
- Create a subteam to work on COVID safety protocol
- Research what other teams are doing
- Examples of FRC protocols
- Understand your local COVID situation

Step 2: Setting goals and priorities
- Determine what needs to be done for your robot to be functioning
    - Tip: Look through team photos to jog your memory
- Decide how your team wants to approach balancing robot work with team development (ex: training new students)
- Determine what your goal is at each level of re-opening

Step 3: Determine necessary safety precautions specific to your shop
- Make sure that all levels are YPP-compliant
- If needed, develop virtual YPP policy
- Make sure that you are still compliant with normal lab safety procedures
- How many people can fit (socially distanced) in your lab space? 113 sq. ft per person
- Who will be allowed to use power tools?
- What options do you have to utilize outdoor space?
- How can you minimize having people from different households share indoor space?
- What does your team have to leverage doing more in earlier stages?
    - For example, mentors that live in the same household

Step 4: Decide what activities will be allowed at each level
- Use data from steps 1-3
- Consider your team’s priorities as determined in step 2
- Utilizing outdoor space as much as possible (for example: electrical training, assembly training, robot work)
- If indoor space is small, consider restricting to people from the same household
- Prioritization of different tasks (ex: the urgency of robot work with no upcoming competitions vs. training new students)

Step 5: Share your plan with others
- Get feedback from the rest of your team
- Present to relevant authorities
- Continue to re-evaluate the local situation