

S^D Associates LLC

June 16, 2021

Dear Sd Families, Schools and Staff

Congrats to all that made getting through this school year with grit and integrity a possibility, thank you! It was uphill a lot of the way and the need for support, communication and understanding from families, schools and staff was the contributing factors that made it possible. Thank you!

I wanted to reach out and let you know the changes in behavior and systems you will see at Sd offices starting Monday, June 21st based on the governor's step to Phase 4.

Our staff while at our offices/therapy spaces will work under the umbrella of health care personnel and spaces where clients are present will be considered health care offices. ([link here](#))

Our therapy spaces will be the following spaces: Georgia Office, Montpelier Office, Burlington Office (North Ave the Hub) , Williston Offices (Avenue C and Talcott), anytime we are providing programming in a different setting.

Our ultimate goal with the changes listed below is to follow the perceived guidance and to keep the things in places that we know are good for the continued good health of our community. If any of the changes below are of concerns to families or staff please reach out directly to lesha.rasco@sdplus.org and I will connect with you before Monday when the changes are set to take place. I understand that these changes may feel differently to many people and we do not want to make any assumptions about the needs of families and staff, so please communicate with us so we can support you and make sure the environment is a place you feel comfortable sending your child and coming to work in. We will not

judge the decisions or needs of others and will do our best to meet people where they are at.

We will follow school guidance when we are providing services in school buildings.

I have tried to outline the changes in an easy to read fashion below.

Things we will continue to do:

We will wear mask when serving clients. If you are in a therapy space and clients are present you will be required to wear mask when working with and moving about. (If you are not in close proximity and sitting in a space in a therapy building you can take your mask off, you will use your knowledge of mask wearing as a mitigation strategy for protecting others and yourself.)

We will have all staff and visitors sign in when we are in buildings if not on a schedule so we can continue with contact tracing. Staff will keep schedules of their whereabouts throughout the workday and clients daily data sheets will record their whereabouts throughout the day if outside of the typical learning spaces.

We will continue to monitor air intake and circulate air in from the outside and inside air out.

We will continue to clean spaces after use.

We will continue to have people wash hands or use hand sanitizer as they enter the building and throughout the day.

We will continue to have people report all COVID Cases of Close Contact to COVID cases to Human Resources by email to sdhumanresources@sdplus.org.

Ask staff to volunteer their vaccination status, by sending HR a copy of

their vaccination card.

Clients over the age of 5 inside need to wear masks when entering spaces and in community spaces regardless of vaccination status.

Things we will now do:

Gather in groups of all sizes.

Not wear mask when outside; clients or staff .

Fully vaccinated staff will be able to dine, meet, socialize together inside and outside without wearing mask in break rooms, offices spaces and meeting spaces that clients are not present.

Clients and staff travel in cars without mask if windows are down/air is circulating. The driver may require mask and this is at their discretion.

Clients vaccinated or unvaccinated have a choice of wearing a mask when in individual spaces.

We may ask "if needed to assure safety for our most vulnerable population" about vaccination status.

We will create a 1 page document on our behavior in regards to mitigating risk of COVID-19 in our work place and therapy centers that will be found on our website starting June 21st and we will review with all new families and staff when they onboard. We will update through email communication. This will be in place of the current exposure plan.

Things we will no longer be doing:

Screening staff for temperatures, close contacts or symptoms of clients at the start of the day (please stay home if you are sick). If clients or staff become ill while at the work place we will look at the situation individually and decide a safe course of action.

Tracking close contacts at the end of the day instead we will do individual building sheets.

Reporting travel to HR.

We will not be reporting COVID cases to everyone rather only those that could have been effected.

Training on exposure plan.

We will no longer require COVID plans for our school age and adult clients. (If families request they have individual COVID plans let your Behavior Analyst know and then can work on that with you).

As always please reach out if I have missed something and you have any questions or concerns. My intent is to follow the guidance and make sure everyone feels comfortable and as safe as possible when learning and working at Sd Associates.

Thank you,
Lesha Rasco
