

All students participating in In-Person Summer Programs must submit this completed and signed Terms & Conditions, COVID-19 Safety Protocols, and Student Health Form to k12education@centerforarchitecture.org two weeks prior to the start of class.

Terms & Conditions:

Program Rules & Policies:

Students are expected to treat each other and all staff with respect, follow the group instructions and activities, and adhere to the Center for Architecture's COVID-19 Safety Protocols. Any student whose behavior disrupts the program or jeopardizes the safety of any member of the group will be given a warning and parents will be notified. If behavior does not improve, the Center for Architecture reserves the right to dismiss the student from the program.

Cancellation and Refund Policies:

Registration for all programs is non-transferable. Tuition for all programs is non-refundable. There are no exceptions to this policy. The Center for Architecture will not provide make-ups or refunds for days missed as a result of vacation plans, scheduling conflicts, illness (including COVID-19), emergencies, or other events beyond our control.

Release and Waiver of Liability and Indemnity Agreement:

The parent(s) and/or legal guardian(s) of the "Student", a minor, in consideration of the opportunity to participate in the programs and activities of the Center for Architecture (the "Center"), hereby agree and acknowledge that:

1. The Student is participating in the Center's programs and activities with my consent and at my and the Student's own risk.
2. I understand that there are risks and dangers involved in any form of group activity and that these risks and dangers may be caused by one or more persons and factors, including, but not limited to, the condition in which the programs and activities take place or the action, inaction or negligence of any one or more of the Student, the other participants in the program or activity, other visitors to the Center for Architecture or the Releasees (as hereinafter defined).
3. There may be other risks and dangers relating to the Student's participation in the Center's programs and activities that are not reasonably foreseeable at the time of the program or activity or that are unknown to the Releasees at the time of the program or activity.
4. I, individually and on behalf of the Student and the Student's heirs, legal representatives and assigns, fully accept and assume all risks and dangers associated with the Student's participation in the Center's programs and activities and all responsibility for any loss, liability, damage or expense, whenever arising or discovered, and for any claim or demand on account of, or relating to, any injury to the Student (of whatever extent or nature) and any damage to the Student's property, including injury, loss or damage (of whatever extent or nature).
5. In the event of injury to or sickness of the Student, the Center is authorized to provide the Student, at my expense, any medical or hospital care deemed necessary, and if deemed advisable, to arrange for the return of the Student to my custody, at my expense. I understand that if the Student exhibits COVID-19 symptoms during a program, they will be immediately quarantined away from other participants, monitored at a safe distance by a staff member, and I will be notified to promptly pick up and remove the Student from the program. I understand that my Student will not be allowed to return to the summer program until they can provide evidence of a negative COVID-19 test.
6. I, individually and on behalf of the Student, the Student's heirs, legal representatives and assigns, hereby release, waive, discharge and covenant not to sue the Center, the Center for Architecture, the AIA New York Chapter, their administrators, directors, officers, agents, volunteers and employees and any other participants in the Center's programs and activities (the "Releasees") from any liability, claims, demands, losses or damages (of whatever extent or nature) to the undersigned and to the Student however incurred or alleged to be incurred and hereby agree to indemnify the Releasees against any liability, claim, demand, loss or damage (of whatever extent or nature) on account thereof.

Consent for Use of Student Image:

I agree to allow the Center or its agents to photograph or record the Student during their programs. I further agree that the Student's image or likeness in photographs, videos, or audio may be used and reused for educational or promotional purposes of the Center, or not-for-profit purposes selected by the Center for Architecture or their partner organizations, including posting on the Internet. I agree that the use described herein is without compensation to me or the Student. I waive any right to inspect or approve the finished electronic, photograph, or printed matter that may be used in conjunction with the printed matter now or in the future. I release any and all rights, titles and interest my child or I may have in said photographs, movies, video tapes, website productions, finished pictures, reproductions, copies or negatives of the same in connection with such uses. I expressly release the Center, its agents, employees, licensees and assigns from any and all claims which I or the Student may have for invasion of privacy, right of publicity, defamation, copyright infringement, or any other causes of action arising out of the herein prescribed use, adaptation, reproduction, distribution, broadcast or exhibition of such images and/or recordings.

COVID-19 Safety Protocols

Welcome to the Center for Architecture's Summer Programs. Our in-person programs will look a little different this year, and your health and safety are our top priorities. Please be assured that the Center is following guidelines issued by the Centers for Disease Control (CDC), New York State, and New York City for increased health and safety procedures. Here's what you need to know about how we are keeping you and our staff safe.

Before Summer Programs:

- Students and staff who have tested positive for COVID-19 within the past 14 days, or are living in a household with someone who has, may not attend summer programs until their symptoms have resolved and they receive a negative COVID-19 test.
- Students and staff who are experiencing symptoms related to COVID-19 may not attend summer programs until their symptoms resolve and they receive a negative COVID-19 test.
- Students and staff who have traveled internationally or visited any states subject to a NY quarantine order within the past 14 days may not attend Summer Programs.
- All Summer Program staff will be fully vaccinated against COVID-19 and will undergo health screening at the start of each day.

Pick Up and Drop Off:

- Drop off and pick up will be conducted outside in front of the Center for Architecture. All program participants will be screened through temperature checks and health questionnaires daily prior to entry.
- The adult accompanying the student must stay until the temperature check has been completed. Students and families are encouraged to take their temperatures at home, so that no one arrives with a fever. Anyone with a temperature of 100.4 degrees or above will not be allowed to enter the building.
- Only registered and screened students and staff will be allowed to enter the building.

Program Days:

- Class sizes are limited to 12 students with 2 dedicated staff members per group. Classes will not mix with each other indoors and will be seated separately outdoors at lunch. There will be a maximum of 24 students in the Center at any time.
- All staff and students will be required to wear masks, regularly wash/sanitize their hands, and practice safe social distancing while indoors. Masks must be over-the-ear, covering both the nose and mouth, and fit snugly against the sides of the face. Students should bring an extra mask each day. Additional disposable masks will be provided to students who need them.
- Lunch/recess will be outdoors whenever possible, and if indoors, appropriate spacing will be implemented.
- Students are required to bring their own re-fillable water bottle, lunch, snacks, and utensils each day.

Cleaning Protocols:

- Students will be provided with their own dedicated workspace and design materials for the week. All non-disposable supplies (scissors, etc.) and work stations will be thoroughly cleaned between sessions.
- Restrooms and high touch areas will be cleaned 3 times a day. Classroom spaces and all program equipment will be thoroughly cleaned between programs.
- Hand sanitizer will be available at all times, and staff will encourage students to use hand sanitizer or wash hands regularly.

Procedures for Possible/Confirmed COVID-19 Case:

- **Experiencing Symptoms:** Staff and students are required to stay home if they are experiencing symptoms of COVID-19. Families should also notify the Center for Architecture at k12education@centerforarchitecture.org immediately. Students in these circumstances will not be allowed to attend the program until their symptoms have resolved and they provide evidence of a negative COVID-19 test. Refunds are not issued for student illness, including COVID-19.
- **Symptoms during the program day:**
 - If a student becomes ill with COVID-19 related symptoms while at the Center for Architecture, they will be immediately quarantined away from others and the parent/guardian will be notified to come pick up the child at that point. Students in middle school and high school programs who have parental permission to self-dismiss (designated during registration) will be able to leave on their own once the parent/guardian has been notified.
 - If a staff member becomes ill with COVID-19 related symptoms, the staff member will be asked to immediately leave and will not be able to return to the Center until their symptoms have resolved and they provide evidence of a negative COVID-19 test. The Summer Program will continue as normal with alternate staff unless a positive COVID-19 test is confirmed, in which case we will follow procedures for a confirmed COVID-19 infection below.
- **Confirmed COVID-19 infection:**
 - In the event that a staff member or student tests positive for COVID-19 infection during a program week, the affected class will transition to an online format for the remainder of the program. Families will be notified as soon as possible, and provided with the online class sign-in link and related information. Students will bring home a bag of at-home design supplies on Day 1 to allow for a smooth transition if required.
 - If a member of a student or staff member's household tests positive for COVID-19 during the program week, that student or staff member may not return to any Summer Programs until their symptoms have resolved and they and their household provide evidence of negative COVID-19 tests.
- **Guidelines Change:** Your health and safety are our top priority. We will continue to monitor health and safety guidelines from the CDC, New York State, and New York City. In the event that guidelines change and we are not able to host in-person Summer Programs safely, we will move all programs to an online format.



2021 In-Person Summer Programs

Terms & Conditions | COVID-19 Safety Protocols | Student Health Form

Student Health Form:

Child's Last Name: _____ First Name: _____ Birth Date: _____

Program(s) Enrolled in: _____

Home Address: _____

Parent/Guardian 1: _____ Cell #: _____ Second #: _____

Parent/Guardian 2: _____ Cell #: _____ Second #: _____

Additional Emergency Contact: _____ Phone #: _____ Relationship to Student: _____

HEALTH HISTORY (Check, giving approximate dates)

Has/Had: Ear Infections _____ Asthma _____ Convulsion _____ Diabetes _____ Behavior Issues _____

Allergies: Food _____ Hay Fever _____ Insect Stings _____ Penicillin _____ Other: _____

Diseases: Chicken Pox _____ Measles _____ German Measles _____ Mumps _____ Other: _____

Any recent illnesses or injuries _____ Operations (dates) _____

Contagious illnesses _____ Hospitalization (dates) _____

Is child prone to head lice? _____ Chronic or recurring illnesses _____

RECOMMENDATIONS AND RESTRICTIONS WHILE IN THE PROGRAM:

Medication(s) Currently Taking: _____

Will special medication need to be administered to the child during the program? If yes, list medication and directions for use: _____

Dietary Restrictions: _____

Appliances Worn (glasses, hearing aid, etc.): _____

Other conditions or special needs: _____

Any specific activities restricted? _____

By my signature, I hereby certify that the above health information is correct, and that I have read the entire Terms & Conditions, and COVID-19 Safety Protocols, fully understand their terms, understand that I have given up substantial rights by accepting this Agreement, and have accepted this Agreement freely and voluntarily without any inducement, assurance or guarantee of any nature.

Name Relationship to Student Signature Date