



**Summary of Junior Achievement COVID-19 Policies & Procedures 2021-2022 School Year**

Junior Achievement is committed to delivering Capstone programs with an increased abundance of caution. The following policies and procedures rest on protocols that draw from recommendations by federal, state, and local health agencies, and errs on the side of caution. These plans are in place for the protection of our students, constituents, and staff. We will continue to review and update these policies.

NOTE: Any necessary changes to this policy will be communicated via email prior to your visit day.

Teacher Training & Resources	Consultations for returning teachers and training for teachers new to JA BizTown and JA Finance Park will be conducted virtually via live Zoom sessions or in-person upon request. Pre-recorded PowerPoints also provided. In addition, hard copy and digital resources for teachers are offered including, but not limited to; printable/fillable PDF versions of the Teacher Guide, Student Workbook, Teacher Checklist, Forms, and Video Supplements.
Personal Protective Equipment	At this time, all JA Staff, students, educators and volunteers will be required to wear face coverings during the entirety of their visit to JA, aside from when eating or drinking. If a student, educator, or volunteer arrives at the facility without a mask, one will be provided for them. If any participant cannot wear a mask due to medical reasons, that person should adhere to your school's protocols.
Sanitization	All snack/lunch tables between groups and after lunch when students move back into the simulation rotation will be sanitized. JA will disinfect tabletops, countertops, kiosk monitors, computers, tablets, laminated materials, tabletop signage and lanyards after each student visit day. Hand sanitizers and other sanitization supplies will be provided by Junior Achievement.
Lunch	Student lunch groups will eat in designated areas in JABT/JAFP, outdoors, or in the training room when warranted to minimize large groups.
Social Distancing	Physical distancing is encouraged whenever possible.
Waivers & Forms	One month prior to the date of visit, a member of the school's administration is required to complete and sign the Educational Institution COVID-19 Release and Indemnification form. This form is sent along with the MOU packet. Volunteers and school chaperones will also be required to sign a COVID-19 Release. As in prior years, student participants will need a signed permission slip in order to participate in the visit day.
Volunteer Recruitment	Schools are requested to recruit at least 1 adult volunteer for each storefront business. Three weeks prior to the visit date, school contacts are asked to provide a list of names and email addresses for the school-provided volunteers to ensure JA can deliver volunteer forms, training, and health safety protocol information in advance.

Updated: 8/25/21