



LVCA REOPENING PLAN – JUNE / JULY 2021

WE ARE LOOKING FORWARD TO SEEING YOU AGAIN!



THE PROCESS

- LVCA is beginning a multi-phase re-opening process.
- The length of time for each phase is variable, depending on effectiveness and guidelines from state and local authorities regarding COVID cases in our area.
- We are tentatively scheduled to begin a new phase on June 14.
- Progress will be continuously evaluated and a decision regarding the next phase will be made in late July.

SPACE AVAILABILITY

- Starting June 14, the office will be open for a limited number of tutor and student pairs to meet using our tutoring spaces.
- Time slots for tutoring spaces will be available Monday through Friday morning, and Monday and Thursday evening.
- There will be a staggered start to the sessions:

■ 9:00am to 11:00am	■ 5:00pm to 7:00pm
■ 9:30am to 11:30am	■ 5:30pm to 7:30pm
■ 10:00am to 12:00pm	■ 6:00pm to 8:00pm
- Only one pair will be allowed in at each time slot for a total of 15 pairs in the mornings and 12 pairs in the evenings.
- Due to cleaning protocols and in an attempt to limit congestion in the office, on site tutoring will not be allowed at other times.

AVAILABILITY

- All LVCA rooms must be reserved in advance. Drop in session requests will not be granted.
- A Sign-up Genius has been created for that task.
- Three weeks of Sign-up will be available at all times.
- Appointments for morning sessions must be made before 8:00pm the evening before.
- Appointments for evening sessions can be made before 1:00pm the day of.
- Appointments will only be made via Sign-up Genius.

LIBRARY HOURS / DISINFECTING TIME

- In addition to being available during tutoring hours, staff will be on-site between 1:00pm and 5:00pm, Monday through Thursday.
- Tutors are welcome to drop in to visit the library and talk with staff about issues or concerns or ask for advice about tutoring.
- Not all staff will be available at the office at all times. A schedule of who is available on which days will be provided.
- If you need to speak to a specific staff member, it is best to make an appointment with that person in advance.
- TUTORING ROOMS WILL NOT BE AVAILABLE DURING LIBRARY HOURS, as this time will be used for airborne particles to dissipate.

MASKS

- All individuals must wear masks when entering the office, and whenever they are in common spaces (i.e. the library areas)
- It is up to the discretion of the tutor and student if they wear masks while in the tutoring rooms.

CONTACT TRACING

- All volunteers and students must sign in when they arrive and out when they leave.
- If anyone informs us of a positive COVID test, we will inform everyone who was in the office on that day.

VACCINATION

- We encourage all volunteers and students to receive the COVID-19 vaccine.
- We have been and will continue to provide the information we get from the Blue Ridge Health District about vaccination opportunities to everyone in our weekly newsletters.
- Individuals may wish to freely disclose their vaccination; however, we will not be asking anyone about their vaccine status.
- Due to the multicultural aspect of the work we do, we cannot understand all the possible reasons for why someone would choose to not get vaccinated.
- We feel requiring anyone to get vaccinated would create undue barriers to learning for our students. Since many of them already have numerous barriers, adding one more is counter to the mission of our organization.
- Online instruction is still available for any student or tutor concerned about being matched with an unvaccinated person.



WHAT ARE YOUR QUESTIONS?

