# **Cady Studios** Covid-19 Studio Sanitization & Recommendations

## **Studio Cleanliness Plan**

- We will initially limit our building occupancy to 50% 'normal capacity' upon opening to allow for safe social distancing amongst clients and employees.
- All props utilized by clients will be sanitized and wiped down after every use. This includes exposure props & chairs.
- All apparel will be sanitized completely between every use.
- Cady will provide sanitization stations throughout our studios in both customer and employee areas.
- Scene laptops will be sanitized and wiped down every 30 minutes throughout the day as well as cameras.
- All event cameras and equipment will be sanitized before being put away when being brought back from a shoot or event.

## School Event Cleanliness Plan

(Underclass Photo Day, Athletic Team images, etc)

- We will have banners and signage in place to encourage social distancing while waiting for turn at the camera.
- Photographers will not come within physical contact of any student and will stay behind the camera.
- Photographers will be in gloves and masks while students are present and to collect camera cards from the students.
- All Cady staff will have their temperature checked before reporting to work
- Cameras and equipment will be disinfected daily

### **Our Employees**

- Masks will be made available for employees.
- Sanitization stations will be available in all employee areas and employees will be instructed to wash their hands throughout the day.
- Safe social distancing in studios and at events will be done to ensure as limited of proximity contact with clients as possible.
- Number of employees per car will be limited to 2 when driving to and from an event.
- If an employee is experiencing Covid-19 like symptoms and not feeling well, in accordance with The Families First Coronavirus Response Act (FFCRA or Act), Cady Studios will be providing paid sick leave.

### **Guest Recommendations**

- We recommend that any elderly family members or those with underlying health conditions do not accompany the high school senior to our studios for their portraits if at all possible.
- Masks will be provided to any customers desiring one.

- We recommend that anyone with underlying health conditions or with compromised immunity call our Customer Service department to book their session in private before our studios open for general booking at 9am. These will be limited to only 2 times a day to ensure maximum social distancing and the photographers will be mandated to wear a mask during this session.
- Give each other space and follow the social distancing guidelines
- Wash and sanitize your hands often. We will have sanitation stations throughout our studios for your convenience.
- <u>Most importantly</u>, if you feel sick, have a fever, are coughing, have difficulty breathing, or if in the last two weeks you have been in close contact with a person with a suspected or confirmed case of COVID-19, please stay home.
- We strongly encourage you to reschedule your appointment if you or anyone in your family is feeling unwell and will be available via phone or chat on our website for your convenience to handle this.