



COVID-19 Contingency Plan

Updated 5/4/2020

Madison Adult Career Center (MACC) ceased all face-to-face education effective Tuesday, March 17, at 4pm and the Madison Local Board of Education has closed all school district buildings effective Thursday, March 19, at 4pm. Following orders from Ohio's Governor DeWine, MACC continued to exercise a combination of temporary distance education delivery through various delivery methods through May 1, 2020. Beginning May 4, MACC will begin bringing back programs that had students enrolled at the time of closure to complete the hands-on portion of their training and take their end of program certification exams. The next step will be to publicize new program offerings and then to get things ready to start when we are given permission to fully reopen.

Each program has unique needs and program schedules vary. Temporary class suspensions continue to be in effect for a couple of programs and some programs will remain in session via distance learning through the end of May. When programs return to the classroom to complete hands-on training, all social distancing and safety protocols will be followed as directed by Ohio's Governor DeWine. Most of our programs have less than 10 students and those that have more than ten will have students divided into two groups (1/2 in the classroom at a time).

MACC administrators will work with the school board of education and superintendent throughout the duration of our contingency operations and will be re-evaluating on a daily basis. MACC will amend plans as necessary based on new district, local, state and federal guidelines.

COVID-19 SAFETY PRECAUTIONS

The safety of our students, staff and visitors is of the utmost importance to Madison Adult Career Center. Please follow our guidelines for the foreseeable future.

STUDENTS

MACC asks all students to wear a mask/face covering upon entering the building. Please go directly to your classroom/lab. If you need to speak to someone in the office, we ask that you call to make an appointment. Once you are in your classroom/lab, if 6 feet of distance can be maintained, the mask/face covering may be removed. Please always wear a mask/face covering in hallways so that an unexpected distancing encounter can be prevented and there is no confusion among visitors that we are taking precautions at MACC.

VISITORS

MACC asks all visitors to wear a mask/face covering upon entering the building and in all hallways. Once you reach your destination if 6 feet of distance can be maintained the mask/face covering may be removed. Please wear mask from your destination through the hallway as you exit.

STAFF

Beginning May 4, office hours will be Monday through Thursday, from 10am to 3pm with limited staffing and closed on Fridays.

MACC asks all staff to wear a mask/face covering upon entering the building. Please go directly to your destination. Once you are in your office or classroom/lab, if 6 feet of distance can be maintained, the mask/face covering may be removed. Please always wear a mask/face covering in hallways so that an unexpected distancing encounter can be prevented and there is no confusion among visitors that we are taking precautions at MACC.