



Mind-Builders COVID-19 Safety Policies

Please review the information below and ensure you fully understand and comply with the following policies before entering Mind-Builders. If you have any feedback or questions, please call 718-652-6256 during regular business hours, Mon. – Fri. from 9am to 6pm, or email kseymour@mind-builders.org.

- **Key to NYC Mandate:** As per the Mayor’s Key to NYC vaccine mandate, staff, parents, visitors, and students ages 12 and older are required to show proof they have received at least one dose of a COVID-19 vaccine in order to enter our facility. Acceptable proof includes a CDC Vaccination Card, an official immunization record, the NYS Excelsior Pass App or NYC COVID Safe App. Staff members will check proof and photo ID upon entry.
- **Daily Health Screenings:** Visitors and students will be required to complete a daily health screening through the [Crownblink Protect app](#) before entering the building. After creating an account, users should enter Mind-Builders' organization code, **916346**, to proceed to the screening. Completion of the screening will be checked by a staff member before entry.
- **Masks/Social Distancing:** Visitors must wear a well-fitted mask everywhere in the building. Everyone in the building must observe the floor markings to ensure they are 6 feet apart from others.
- **Daily Cleaning:** Our studios are cleaned and disinfected before another group uses the space. Frequently touched surfaces, like door knobs and hand rails, will be cleaned multiple times a day to reduce cross-contamination.
- **Hand Sanitizer:** Everyone entering the building must sanitize their hands with the provided hand sanitizer. The hand sanitizer used at Mind-Builders contains at least 60% alcohol, as recommended by the CDC and NYS guidelines.
- **Communication:** To prevent transmission, anyone who entered Mind-Builders within 14 days of testing positive for COVID-19 or showing symptoms, must inform a Mind-Builders staff member immediately. This is to ensure we can inform anyone who might have been exposed and for contact tracing purposes. If a staff member, student, or anyone in their household feels sick and displays typical COVID-19 symptoms, they should **NOT** come to Mind-Builders.
- **Water Fountain:** Use of the water fountain is prohibited. Visitors and students must bring their own water bottles.
- **Air Circulation:** We installed HVAC air filters throughout the building and the windows in the studios will be open to allow for fresh air to come in and flow throughout the room.