



FOND DU LAC SCHOOL DISTRICT RECREATION DEPARTMENT



85 MORNINGSID DRIVE * FOND DU LAC WISCONSIN 54935

PHONE: (920) 929-2885 * FAX: (920) 929-3690

Renee Wagner

Supervisor of Recreation/Aquatics

Kent Ellingson

Programmer

Sharon Simon

Interim Superintendent of Schools

Springtime Splendor Arts & Crafts Expo – Safety Plan - Vendors

Objective:

To provide an opportunity for the community to attend the FDL Recreation Department Springtime Splendor Arts & Crafts Expo while doing everything possible to decrease risks related to the Coronavirus. General guidelines are outlined below that will be monitored and followed as closely as possible.

Goals:

- To follow Social Distancing Guidelines – Maintain a minimum of 6 feet of physical distance
- Follow all CDC and Health Department suggested guidelines

Rec. Dept. adjustments and changes to accommodate pandemic safety recommendations:

- Rec. Dept. staff has adjusted the booth layout to accommodate social distancing and has decreased the number of vendors allowed.
- Rec. Dept. staff will be providing floor directions to control traffic flow in one direction. Attendees will be given a floor map to help them along with floor signage and roped off areas.
- Signage will be displayed throughout the facility.
- Hand sanitizer stations will be available throughout the facility.
- Rec. Dept. staff will be sanitizing public areas throughout the day.
- Attendance will be limited – staff will be keeping track of attendance as people enter and exit the facility.
- Concessions will be limited to prepackaged items only.
- Face coverings, bandanas, scarfs, or homemade masks, are required to be worn by vendors, attendees, and staff at all times.
- There will not a be a Children's Creation Station this year.

Vendors:

1. If you are sick, not feeling well, have a fever, etc. **STAY HOME**. Do NOT come to the Expo for any reason.
2. We are monitoring how many booths will be allowed and attendance within the facility, so I will need to know how many people will be working in your booth.
3. Vendors will maintain social distancing guidelines when setting up, during the Expo, and when tearing down. Pay attention to where you set up your check-out tables in regards to your neighbor.
4. Vendors are required to wear facemasks.
5. Vendors should provide sanitizer for their personal use.
6. Hand sanitizer will be available throughout the building.
7. When arriving, staff will be available for check in, please maintain 6 ft between others, please check in and go directly to your assigned area.
8. When the Expo is over, vendors will pack up and leave promptly.
9. We expect everyone to follow our expectations and guidelines.