

COVID-19 Safety Policies for SBM Volunteers

Purpose:

Strawbery Banke Museum (SBM) is committed to providing and maintaining a workplace that is free of known hazards. Therefore, this policy is to safeguard the health and wellbeing of SBM employees (including both staff members and volunteers), and their families, SBM visitors, and the community we serve, from COVID-19.

The following policies are strictly enforced throughout the COVID-19 pandemic until further notice, and will be monitored and adapted as changes evolve per local, state, and federal guidelines, as well as health expert recommendations.

On-Site Work:

SBM provides paper copies of the [CDC screening questions](#) along with a daily sign-in sheet in all shared buildings (Stoodley's, TVC, and Carter Center). Employees working on-site at SBM are required to review these questions and sign in at the start of their workday. By signing in to work on-site at SBM, you agree that you meet all of the CDC guidelines for returning to the workplace. You also agree to stay home if you answer "yes" to any of the CDC screening questions.

When reporting for work on-site during the COVID-19 pandemic, all employees also agree to adhere to the following SBM safety requirements:

- I will comply with SBM's [face covering/mask policy](#) while on SBM's property. This mask policy may change periodically to align with that enforced by the City of Portsmouth.
- I will maintain safe physical distancing of at least 6 or more feet between myself and others at all times.
- I will avoid using other workers' phones, desks, offices, or other shared work tools and equipment whenever possible.
- I will disinfect moderate- to high-touch surfaces after use.
- I will frequently wash my hands and/or use the provided hand sanitizer.
- I will avoid touching my face, eyes, or mouth, and will practice good respiratory etiquette. This includes coughing and sneezing into a tissue or your elbow rather than into my hands. I will wash my hands after coughing or sneezing.
- I will go home immediately if I experience COVID-19 symptoms (as outlined in the CDC screening questions), become sick, or learn I have had potential exposure to someone who has tested positive for COVID-19.
- I am committed to maintaining a safe and healthy work environment at SBM.
- I agree to follow all guidelines issued by SBM, as well as local, state, and federal officials.