

## Brightpics Safety Protocol for Individual Photos

- All photographers on school premises will first complete a wellness check with us in the morning before going to the school. Any photographers who are feeling unwell will be required to stay home. Appropriate quarantine measures will be enforced for photographers who are displaying any symptoms and/or test positive for COVID 19. They will be required to immediately inform us of any symptoms or positive test
- Photographers will wear masks at all times when on school property
- All photographers will have their own hand sanitizer to use for themselves, and their own personal photography equipment which is not shared with other employees
- Instead of using cards on photo day, each photographer will have a binder of the student data. The student will say their name to the photographer and the photographer will find the student's name in the binder to scan their barcode. This way social distancing can be maintained between the student and photographer at all times
- Students will stand in front of the backdrop for their photo, instead of sitting on a stool which is normally done. This way there is no touching of surfaces by multiple students when taking their photo
- Classes will be called one at a time to the photographers. More time will be needed to photograph each class given the need to maintain social distancing, and saying their name to the photographer instead of giving them their identification card. Classes being called will be spaced out to ensure no crowding occurs in hallways. We will create a schedule with the school before photo day regarding timing of classes. Multiple days might be necessary given the number of students in a school and how much space there is in the room provided to the photographers
- We will use cones on the floor to instruct students to stay 6 feet apart
- To ensure proper social distancing, photographers will direct students from behind their camera. We will continue with the "no touch" policy
- We will need to know ahead of time the location of our set-ups in the school as well as the number of students expected per day
- For Graduation portraits we will have a fresh gown and new disposable diploma for every student being photographed
- All Brightpics employees are fully vaccinated against COVID