

Safety Plan for Bee Tutored Contractors

These guidelines are intended to apply to all contractors providing services for Bee Tutored and its respective related parents, affiliates, and subsidiaries and their respective officers, directors, principals, agents, and partners (the “Company”). In an effort to maintain a safe workplace for all, we require that you adhere to all of the following guidelines, in addition to any guidelines provided by the Company from time to time. Any questions about these policies and procedures should be directed to Sherry Larkin, sherry@beetutored.com "COVID Coordinator" who will be responsible for continuous compliance with all aspects of this site safety plan. With that in mind, please follow these guidelines:

Workplace Policies and Practices

- Workers who have been recently (in the past 14 days) diagnosed with COVID-19, have been in close contact with someone recently diagnosed with COVID-19, or who are experiencing symptoms of COVID-19 should not come to work and should instead self-isolate/quarantine for the period of time recommended by the CDC. You may telework during any period of quarantine/isolation to the extent you are able.
- In such circumstances, you should promptly notify the COVID Coordinator so that contact/reporting protocols can be initiated. The Company will ask you for the names of students with whom you recently interacted so that such individuals can be instructed to get tested or self-isolate as well.
- Any worker who develops symptoms at work should immediately notify the COVID Coordinator. Impacted individuals should self-isolate/quarantine for the period of time recommended by the CDC before returning to work, and should speak to their physician about the need for COVID-19 testing.
- If you feel sick and are not experiencing COVID-19 symptoms, you should not come to work. You may utilize telework if you are able.

The U.S. Centers for Disease Control and Prevention (“CDC”) currently identifies the following symptoms as¹ associated with COVID-19: fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea. This information may be subject to change by the CDC and current symptoms can be found at: <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

Temperature Checks and Screening

- We expect you to take your temperature on the day of work, prior to showing up for work and without the use of any fever-reducing medications. If you have a fever, you should notify the COVID Coordinator immediately, and you shall not come to work.
- If you report a COVID-19 diagnosis, fever or other symptoms, or close contact with an infected person, you should not come to work and should isolate/quarantine as recommended by the CDC until you are able to certify that you can safely return to work.

Protective Equipment

- We ask you to wear a face-covering (acceptable face coverings include cloth, surgical masks, N95 respirators, and face shields that cover both the mouth and nose) anytime you might interact with students or caregivers, regardless of distance.
- We also recommend that students who are medically able should wear a mask at all times. This includes during class and when arriving and departing from the building.
- Face coverings must not be shared.

Social Distancing

- If you are teaching a small group class, you must ensure that students maintain a distance of at least six (6) feet
- Group sizes must be limited to five (5) students.
- No physical contact allowed; affirmations should be verbal or non-verbal without touching (i.e. clapping, thumbs up, virtual high five/fist bump).

Sanitizing/Hand Washing

- As soon as you arrive at the work location, you please perform hand hygiene, either by washing hands or with sanitizer

General Conduct

- You should contact Bee Tutored if you have any questions or comments about this protocol.
- You must notify the Bee Tutored as soon as possible if you have any symptoms, or become aware that you have been exposed to the COVID-19 virus within the past fourteen (14) days.
- You must notify Bee Tutored if you come down with any symptoms associated with the COVID-19 Virus or test positive for COVID-19 within fourteen (14) after your work for Company.

These guidelines are for the benefit of the Company and are not intended to be for third party beneficiaries. By signing below, you attest that you have read all of the aforementioned guidelines and will abide by them and any and all other safety rules provided by Company.