

BERGEN COUNTY SPECIAL SERVICES

Adult Services Program Policy

Title: Visitor Policy

The Board of Education welcomes and encourages visits to the adult program by parents/guardians/family members, involved professionals/stakeholders and interested members of the community. In order to ensure the continuation of meaningful programming and ensure safety, the Board directs the enforcement of rules governing adult program visits.

CERTAIN PERSONS PROHIBITED FROM ENTERING/REMAINING IN PROGRAM

The Superintendent, Coordinator of Adult Services and Assistant to the Coordinator each possess the authority to prohibit the entry of any person into an adult program or expel any person from an adult program when there is reason to believe the presence of such a person would be harmful to the safe operation and wellbeing of clients. If such a person refuses to leave the adult program or creates a disturbance, the Coordinator of Adult Services and Assistant to the Coordinator is authorized to request assistance from local law enforcement.

RULES GOVERNING PROGRAM VISITATIONS

- Visitor Registration: Visitors shall be required to register their presence in the Program's Main Office.
- The Coordinator of Adult Services and Assistant to the Coordinator can authorize visitations and set the parameters for such visitations.
- The BCSS Adult Programs will request advance notice of all visitations and meetings to ensure availability of staff and meeting location. However, BCSS Adult Programs have an open-door policy to parents/legal guardians, approved family members, Support Coordinators and DDD personnel do not necessarily require advance notice of their visitations.
- Visitors shall be required to participate in any emergency drill.

VISTIOR PROCEDURES FOR CONTAGION PREVENTION

In order to prevent the spread of disease during the pandemic recovery and to protect the health and safety of clients and staff against infection, no visitors will be permitted in the program until restrictions are lifted (i.e. face to face meetings between Support Coordinators and clients are authorized to resume). However, the Coordinator of Adult Services and the Assistant to the Coordinator may admit a visitor if he or she determines it is necessary to do so. In all such cases,

the visitor shall submit to the screening procedures (i.e. temperature and exposure questionnaire) and shall be required to wear a face covering/mask while in program. A face covering/mask shall be required in all cases. However, an accommodation may be made where the visitor can demonstrate that wearing a face mask is detrimental to the visitor's health. If a visitor refuses to wear a face covering for non-medical reasons, and if such covering cannot be provided to the individual at the point of entry, access to the building may be denied.

JD: October 1, 2020