

# DRAFT

Kentucky Art Education Association COVID Recommendation for a safe art environment  
Arts Educators

To Be Safe and to Still Give Students the Art Experience they Deserve

“Creativity involves breaking out of established patterns in order to look at things in a different way”.

- Edward de Bono

**Face 2 Face** - For classes that will be taught face to face, follow and adhere to all current CDC and State guidelines for facilities and social distancing requirements. When students can't be 6 feet apart or when they are moving, the students should wear a mask.

**Mobile teaching options** - Having “Art-on-a-Cart” is not a favorite, but it could support the necessary safety of our students in an elementary setting by having teachers go from “Room to Room” instead of students. Consider having “multiple carts” such as “a cart for each class you teach”, that way each class's materials are contained on “one” cart. This will make cleaning, sterilizing and keeping student materials secure with minimum touching. Extra time between classes will need to be provided for the Art-on-a-Cart teachers to sanitize and, if possible, switch carts (refer to suggestion for multiple carts organized by art process).

**NTI (Non-Traditional Instruction)** - Those students who stay at home and are still in your class need to “feel like they are still in your class”. Do not assign busy work. These students need to receive the same instruction as those who work at school. Students on NTI also need to receive an Art Kit, just like those students at school. Students on NTI need to be contacted by their Art teacher on a regular weekly basis, as well. Utilizing digital applications such Google Classroom, Empower, etc. will allow you and your at home NTI students to stay organized.

**Create Individual Student Art Kits** - Provide students with large resealable bags, filling them with pencils, erasers, pastels (chalk & oil), watercolor, markers, brushes, roll of tape, etc. Supplies in the art kits should reflect what can be used for each project. If possible, materials should not be shared - art kits provide students with an “individualized” learning experience and keep only that specific student touching their materials. Art teachers need to have these bags filled, beforehand, and handed out individually from whatever “pick-up/ drive-up” of materials protocol your school district already has in place. Students who are doing art classes virtually where art projects are to be created should also be given an art kit.

### **Recommendations for Art Kits for Face 2 Face Students and Virtual Students**

**Grades Prek-2 art kit recommendations:** #2 pencil, eraser, colored pencils, crayons, glue (stick and/or liquid), scissors, handheld pencil sharpener, white drawing paper, assorted color construction paper

**Grades 3-5 art kit recommendations:** #2 pencil, eraser, colored pencils, crayons, glue (stick and liquid), scissors, handheld pencil sharpener, oil pastels, watercolor set, paintbrushes, markers, sketchbook, white drawing paper, assorted color construction paper

**Grades 6-8 art kit recommendations:** basic drawing pencil set (range of grading levels - #2B, HB, #2H), eraser, colored pencils, glue (stick and liquid), scissors, handheld pencil sharpener, tortillon/blending stump, crayons, oil pastels, watercolor set, round watercolor brushes sizes 3, basic acrylic paint set (primary colors plus black and white), acrylic paintbrushes, markers, sketchbook, black Sharpies (2 fine and 1 extra fine), modeling clay, assorted color construction paper, 1:1 computer

**Grades 9-12 art kit recommendations:** basic drawing pencil set (range of grading levels - #4B, #2B, HB, #2H), eraser, kneaded eraser, charcoal, colored pencils, glue (stick and liquid), scissors, handheld pencil sharpener, tortillon/blending stump, crayons, oil pastels, watercolor set, round watercolor brushes (sizes 3, 6, 12), basic acrylic paint set, acrylic paintbrushes, markers, sketchbook, black Sharpies (2 fine and 1 extra fine), modeling clay, assorted color construction paper, 1:1 computer

**Paper** - If possible, each student needs to work out of a sketchbook that is their own. If teachers need to cut paper for students to use, the paper must be cut beforehand, and placed in quarantine for however many days it needs to be, before sheets are passed to students. Sheets need to “passed individually” to each student by using a tray, with teachers wearing non-latex gloves.

- Coordinate supplies with other teachers and parents. For example, there may be a list for supplies in the general classroom for each student (Prek-2) which can be used during art lessons taking place in the classroom and supplies provided by the teacher during in-person learning whether in the art classroom or in the general classroom setting.
- Sketchbook options: All students should have a sketchbook for ongoing classwork that can travel with students for use at home and in the classroom. If regular sketchbooks are unavailable, alternatives can be used in the same manner.
- Students in PreK-2 can use composition notebooks or copy paper.
- Students in grades 3-5 can use prong folders as sketchbooks. They can add any type of papers to it, mostly copy paper for sketching.
- Students in grades 6-12 should have a 9”x12” sketchbook,

**Portfolio options:**

- Instead of portfolios, students can bring in brown paper shopping bags as a cost-effective portfolio. You do not need to open them; you just slip the work inside. This type of setup can be easily used by parents at home as well.
- Use a basic manila folder.
- Make a portfolio using corrugated cardboard or other sturdy paper or board.

**Mindset/Being Ready**

- # DRAFT
- Have “sub plans” made (in packet form if necessary) for yourself if you have to be quarantined for 14 days and for students who have to be quarantined for 14 days.
  - When planning lessons, try to do hands-on things that can be done in one class.
  - KISS: Keep it simple, but still use rigor in your instruction. Things will be complicated enough, don’t feel bad for simplifying things.

### **Cleaning/Classroom and Supply Management Ideas**

- Two different alternating sets of supplies. For example, set A of brushes is used 1st period, handles are sanitized then placed in a container of soapy water. Set B is used during 2nd period. Set A is cleaned by you 2nd period. Set A is used again in 3rd period while set B is clean during this period. And so it goes...
- Use clear containers with lids (like the little round ones used for dressings in to-go orders) to put liquid supplies in such as paint or glue.
- Zip-lock bags can be used to create art kits
- Handheld pencil sharpeners to avoid students need to get up during class.

**Collaborations amongst Art Teachers and Content teachers** - Collaborations Need to be “planned” in advance so Art materials can be ordered, and individually bagged for students. No student will share from a “community grab” of art supplies. If possible, Art teachers collaborating with other content teachers, will need to connect “remotely” using Zoom, Google Hangout, or another type of digital vehicle. No Art teacher who collaborates with another content teacher will go into another classroom, to limit the possibility of spreading or contracting COVID-19.

**Virtual Field Trips and Guests** - If possible, still take your Art Students to “explore the world” using technology and a platform such as Zoom, Google-Hangouts, or Google Meet. Students can explore museums, view a college from a representative, etc. Guest speakers can still visit your classroom, but by way of digital means.

**If “reduced class sizes” Are Not An Option** - Students will be less stressed and more focused on achievement. By removing unneeded class items, such as tables, chairs, equipment, etc. you will increase the likelihood of securing the space you need. Most Art Rooms are larger than a typical classroom. Move tables and chairs that will not be used in an area or use them to add spacing in the room.

**Student Belongings** - If possible, No Student possessions will be allowed in Art Rooms. If possible, keep student possessions (backpacks, coats, purses, etc.) in hallway lockers. With limited space in Art Rooms already, keeping students’ possessions away from each other will limit any type of spread.

**Seating** - If possible, have students placed 6 feet apart. If possible, have individual desks for each student, spaced out by 6 feet. If only tables are in Art Rooms, space students at tables where they are 6 feet apart. If students can’t be seated 6 feet apart they must wear masks.

# DRAFT

**Student Seating** - If possible, students need to stay seated in their own seats, during the duration of class. Only when asking the teacher to use the restroom, wash hands in the Art-room sink, to stand to present/ critique their artwork. Some classes will require student movement throughout the Art- room, such as a Sculpture or Ceramics class, in which case students will need to keep their distance of 6 feet away from other students. When up and moving in the classroom students should wear masks.

**Teacher Desks** - If possible, have teacher desks “at least” 6 feet away from any students desks and/ or tables.

**Ventilation** - Most Art Rooms have a kiln room with a ventilation system or a side storage room with a ventilation system. If possible, leave these doors open, to help “vent out air” to the outdoors, keeping rooms fresh and not stale with air. Students need to know that kiln rooms, storage rooms and near the teachers desk are off limits.

**Trash cans** - Trash cans should be placed in One Location, in a designated space in the classroom, preferably near the classroom door, to minimize the need for students “find” a trashcan, thus circulating around the art room. Students can wait until the end of class, and throw away whatever they need to on their way out of class.

**Senior Mentors or Student Aides** - Only the Senior mentor/student aide have the same rights as the Art Teacher. The Senior mentor/student aide will assist the Art teacher, but at a distance of 6 feet, wearing the proper face masks and non-latex gloves. If possible, the Senior mentor/ student aide should wear a clear plastic shield.

## **Specific Skilled Mediums/Tools/Processes that Cannot be put in Art Kits-**

\*Any Art material, including paper, “given” from an Art teacher and/ or Senior Mentor, to a student Must put that item on a tray and then passed off the tray to the student, as if the Art teacher is a server in a restaurant, as the student takes the art material and not the tray.

- a. Pottery Wheels/ Clay Slab Table- If possible, have pottery wheels spaced 6 -8 feet away from each other, to avoid contact. If possible, have Clay Slab Tables placed against a wall by itself, or in the middle of the room, at least 6- 8 feet away from any tables. If possible, have pottery wheel tools, bagged for each student, with their names on the bags, so no other student can use those materials except that student. Students tools are to be kept in each student`s individual lockers or specialized area designated by teacher. Cleanup will consist of each pottery wheel having its own individual bucket of water and a large sponge, to cleanup pottery wheels with. Each student needing to use sinks in the art room will need to be staggered, and have only 1 student per sink, separated by 6 feet. Because class aprons are meant to be used by all students during times of “non-covid”, no student will have access to aprons, with exception given to the Senior mentor.

# DRAFT

- b. Clay distribution- If possible, the Art Teacher, using gloves, has to divide out clay for each project, and either give to each individual student on a tray. The Senior mentor can also cut and distribute clay, using gloves and a mask and distributed to each individual student on a tray.
- c. Unused Clay- Any unused clay at the end of a class Must be placed in a quarantine bucket, with a lid (\*need a specific time); after clay has sat in this “quarantine” bucket, away from other students, in a storage room, then “if possible” the Art Teacher and Senior Mentor, Only, can reprocess this clay in a Clay Reprocessing Machine or by hand, for the clay to be reused.
- d. Kiln Firing- All kiln loadings, un-loadings and firings are to be done by either the Art Teacher or the Senior Mentor, with only 1 being in those specific areas at a time or within a 6-foot distance. When students glaze their bisqueware, the Art teacher will need to, if possible, divide the glaze/ underglaze colors up into small plastic containers with lids, for each student to use
- e. Sculpture material (cardboard, tape, found objects, etc.)- All materials need to be dispersed, individually, to students. All projects that are “in process” need to be stored individually and separated, perhaps on shelves. If storage is an issue, then look at sizing down your student`s projects.
- f. Ink/ Calligraphy- Only the Art teacher and the Senior Mentor will be assembling and distributing calligraphy pens to each student, individually, using a mask, non-latex gloves and passing to students using a tray. If possible, the Art Teacher and Senior Mentor will need to prepare “individual small lidded plastic containers” for students to use, each day, passing them to students by way of a tray.
- g. Student Group Art Projects- This could be doable, if the Art project that students are working on is done by 1 student at a time, per day, and it is “quarantined” in an area away from other students. Group projects could also be broken down into smaller pieces, instead of 1 large project, and students work on their own portion of the project, but with their individual piece that will add to the groups “overall” project. When working on a project such as a hallway mural, where students typically come into close proximity, Art teachers will now need to space students at least 6-feet apart when working in an area other than the Art- Room.
- h. Graphic Design- Students will need their own computer, sitting at a distance of at least 6-feet. Computers need to be wiped down and sanitized after each if they are to use `in class computers` instead of individual school issued devices.
- i. Painting - Each student needs to have their own set of paints, paint brushes, palette knives and palettes. If students can’t have their own paint brushes then the brushes will need to be sanitized each time they are used. Water containers for brushes will be

# DRAFT

distributed by teacher or student mentor using a tray and non-latex gloves. Canvas and paper will be distributed using a tray with non-latex gloves.

- j. Printmaking - Best practice in printmaking might be to limit to relief prints and monotype prints that can be handpulled where a press or barren isn't needed. All inking plates and brayers will be sanitized after each use. If possible for students to use non-latex gloves during the inking process would be best practice.
- k. Photography - All students must have their own camera or phone to take photographs. The students would ideally have their own computer to do editing. If a classroom computer is used then it will be sanitized after each use.
- l. Collage - Students will ideally have access to scissors and glue sticks in their own personalized art kit. Materials that can be collaged should be provided by students or students can be given a magazine and random materials in a bag that are to be used by them and not shared throughout the class. The support that the collage will be created on will be distributed by the teacher using a tray and wearing non-latex gloves.
- m. Fiber Arts/Weaving - Looms will need to be sanitized after each use. During this pandemic it might be of best practice to consider using non-traditional materials for looms: such as, CD's, DVD's, branches, playing cards, styrofoam trays, etc. Yarn and fiber must be prepared prior to class to distribute to students individually and using a tray and non-latex gloves. Projects should be stored in large plastic bags and placed in a designated area. Any weaving tools such as needles or paper clips should be used by one individual for the duration of the project. At the conclusion of the project the tools should be sanitized.
- n. Fiber Arts/Sewing - One to one sewing machines and sanitized after each use. Assign each student a spool of thread, needles, thimbles and other tools that will be stored in a plastic bag and used for the duration of the project. At the end of the project tools will be sanitized and stored. Students ideally will be given the option to provide their own fabric or fabric will be distributed by the teacher using non-latex gloves. Each student project will be stored in a large plastic bag for the duration of the project and placed in a designated area.
- o. Metalsmithing/Jewelry Making - Tools will be sanitized after each use and not shared during a class. Projects will be stored in a designated place.
- p. Glassmaking - Tools will be sanitized after each use and not shared during a class. Projects will be stored in a designated place.
- q. Animation/Media Arts - One to one technology will be necessary. If students are creating a project as a group, see group project guidelines listed above.

- r. Drawing in graphite or charcoal - students should have and use their own personal drawing instruments (various pencils, tortillions, and charcoal) in their art kit. They should use these and avoid sharing drawing tools. Paper should be distributed by the teacher in a tray wearing non-latex gloves.

**Resources:**

- [NAEA Tips for Teaching:Returning to the Classroom](#)
- [NAEA Tips for Teaching:Distance Learning](#)
- [ReOpening Resources from KDE](#)
- [CDC Guidelines for Schools](#)