



### **Guidelines and Changes to 2020 Birthday Party Operations**

The health and safety of our guests and patrons is always our first priority. This year, in light of COVID-19, HMNS and the Party Smarty program is updating safety and health procedures, informed by current recommendations from local, state and federal health officials, agencies and authorities. At this time, we are planning to proceed with our birthday parties as scheduled, beginning June 1, with modifications to keep your guests safe. The modifications include:

- All guests age 10 and up will be required to wear a mask to enter the museum. Masks can be removed once inside the party room, however they must be worn when leaving the room and while on the tour.
- Your birthday coordinator will wear a face mask at all times. The coordinator will also wear gloves if assisting with food and cake.
- Reducing the number of guests allowed to 30 total, including the birthday party family. The 30 guests can be any ratio of adults and children.
- Upgrading all parties through the end of 2020 at HMNS Hermann Park to the Morian Overlook to allow for a larger area and more space.
- Hosting all parties at HMNS at Sugar Land in our large conference room to allow for a larger area and more space.
- Upon entering the party room, guests must wash or sanitize their hands. We will have hand sanitizer available.
- Following the tour, guests will wash or sanitize their hands upon re-entering the party room.
- Birthday candles may only be blown out if they are on a separate cake, cupcake, donut, etc. that will not be served to the guests.
- The party room will be cleaned and sanitized at the end of each party.
- The temperature of all employees will be measured before entering the museum; any employees exhibiting a fever of 100.4 or above will be sent home.

- Upon entering the building, employees must wash or sanitize their hands. The museum is also putting extensive health maintenance requirements in place for employees to follow throughout the day.
- While on exhibit hall tours, your coordinator will help keep your party separated and socially distant from all general museum patrons. Museum staff will monitor all public spaces to facilitate social distancing; and have installed signage and floor decals throughout the facility to encourage and remind visitors to practice social distancing and hand washing and sanitizing.
- The museum is installing more hand sanitizing stations and instituting heightened cleaning protocols, including frequent environmental cleaning and disinfection of “high-touch” door handles, elevators, and restrooms.
- The museum is implementing cleanliness “patrols” in all exhibition galleries and other public areas.
- Hands-on exhibition components and other “high touch” experiences will remain closed.

We will continue to be informed by local, state, and federal guidelines and make necessary operational modifications as needed. The HMNS staff will continue working non-stop to develop additional protocols and procedures that prioritize the health and safety of our guests.

We are looking forward to hosting your child’s birthday with a fun and engaging party in a safe and healthy way. We hope you all are staying safe and taking good care of yourselves, and we hope to see you soon!

Sincerely,

The Party Smarty Team