



Reopening School Buildings Safely

Face Mask Safety Plan: As schools reopen, safety must be the priority. By implementing this comprehensive and turnkey Face Mask Safety Plan, our schools are taking a proactive approach to prevent the spread of COVID and protect our students, staff and community. This plan is based on best practices from the medical and emergency preparedness community, and creates a clear path towards mitigating transmission and spread. Anyone who comes into the school building will use this system, giving our schools a baseline of safety and consistent standard of care.

Plan Summary:

- Schools will receive regular shipments of individually packaged face masks, hand sanitizers, alcohol wipes, latex gloves, storage bags, biohazard waste bags and door hanger bags, packaged and designed for easy storage and seamless distribution.
- Upon daily entry into the building, all students and adults will approach the mask distribution station where they will receive a storage bag for their personal masks, sanitize their hands and receive a new 3-ply face mask to wear every day.
- The 3-ply masks come in youth or adult sizes, are FDA certified and are individually packaged to prevent transmission during storage or distribution.
- Every month, all teachers and administrators will receive a personal Face Mask kit with enough face masks, hand sanitizers and alcohol wipes to support their safety in school or at home.
- Within the initial PPE order, there will be enough supplies for each classroom to maintain extra face masks, hand sanitizers and alcohol wipes to support daily additional needs that may arise.
- Schools will be provided with a variety of signage and educational posters to ensure plan instructions are clearly visible outside and inside the building.



Process Summary:

- Schools will receive clear instructions on how to communicate and implement this plan.
- As students and adults arrive wearing their personal masks, they will be directed through clearly marked isles to the face mask distribution area.
- They will get a bag to remove and store their personal masks, sanitize their hands, and receive their own youth or adult size 3-ply face mask.
- At this point in the process, a base-line of safety is created: potentially contaminated personal masks will be stored away, everyone will have clean hands and a new sterile mask will be worn to start each day.
- Throughout the day, if masks are soiled or surfaces are contaminated, schools will have enough supplies in their inventory to disperse to each classroom to replace masks or sanitize the area.

Communication Strategy:

- Prior to schools opening, packages with face masks and instructions will be sent to all families of students. This package will include masks, reuse bags, instruction for proper use and a summary of the schools plan. Frontloading this information will ensure everyone understands the plan and can practice the process prior to arriving on the first day.
- Instructions, information and training videos about this plan will be provided to schools for website and email distribution, ensuring the process and plan is clearly communicated prior to starting the school year.
- Signage and educational posters will be provided to all schools to ensure easy distribution and clear communication.
- Administrators and teachers will gain access to a secure online portal with up-to-date information, training videos, downloadable templates, signage and posters, regular online webinars to ask questions and share best practices and our safety product catalog to easily purchase or reorder any needed supplies.