





Face Mask Protocol for Students and Staff 2020-2021 School Year

When worn properly, wearing a mask helps reduce the spread of the coronavirus by reducing droplet transmission between people. As a reminder, face masks do not replace the need to maintain social distancing, frequent hand washing, and our rigorous cleaning and disinfecting routines.

APPROVED FACE MASKS

A mask is defined as a covering of the nose *and* mouth that is secured with straps that loop over the ears or tie around the back of the head. Acceptable masks may be factory-made, sewn by hand or machine, or created by using materials cut or constructed from household or clothing items like scarves, t-shirts, sweatshirts, or towels. These clothing items in their original forms are not themselves acceptable face coverings for use in District facilities and are not acceptable substitutes for the four types of face coverings approved for use on school district premises.

Please follow the guidance below for applying, removing, and cleaning the four types of masks approved for wear by school district staff and students. Hand hygiene should be performed before and after applying and removing a mask.

Type and Intended Use of Masks				
Approved Masks	Disposable Surgical Mask 	Cloth Mask 	Neck Gaiters 	Face Shields 
Mask Application (i.e. putting on your mask)	Hook loops snugly around ears. Ensure that mask covers nose and mouth at all times and is secured under the chin.	Secure ties to head or hook loops snugly around ears. Ensure that mask covers nose and mouth at all times and is secured under the chin.	Start with the gaiter on your neck, then pull it up to just below your eyes. Cover from nose to chin. Ensure that it fits snugly, especially around your cheeks and the bridge of your nose, not to leave gaps.	Bending forward, hold face shield with both hands, expand the elastic with thumbs and place the elastic behind head, so that the foam rests on forehead. Ensure the shield covers the front and sides of the face and no areas are left uncovered.
Mask Removal	Unhook from ears and pull away from face without touching the inside of the mask.	Untie or unhook from ears and pull away from face without touching the inside of the mask.	Remove from the back of your head, by putting your (clean) fingers under the neckline and lifting up from	Remove and pull up and away from face without touching the front of the mask. Check for cracks in the mask and

	Fold so the inner part of the mask faces inward. Dispose immediately into trash can.	Fold so the inner part of the mask faces inward.	the bottom to top over your head.	discard if cracked or damaged.
Mask Cleaning	Dispose immediately into trash can.	Wash after daily use in washing machine with other laundry OR by hand soaking in a solution of 1/3rd cup of household bleach per gallon of room temperature water. Rinse clear. Place in the dryer or hang dry.	Wash after daily use in washing machine with other laundry OR by hand soaking in a solution of 1/3rd cup of household bleach per gallon of room temperature water. Rinse clear. Place in the dryer or hang dry.	Carefully wipe the inside, followed by the outside of the face shield with a disinfectant wipe.

GENERAL GUIDANCE

- Staff and Students may wear personal, clean, well-maintained masks appropriate for the school environment that meet one of the approved face masks types identified in the chart above.
- Staff and Students must wear a face mask at all times in hallways, classrooms, public spaces and other common areas across district spaces.
- Staff and Students should remain mindful not to unnecessarily touch masks except for removal for meals and breaks.

Students may remove face masks (take a “mask break”) when:

- Eating or drinking if seated six feet away from others.
- Engaged in any activity for which maintaining at least 6 feet apart is assured (e.g. face mask breaks, recess, outdoor PE.etc.)
- When masks are removed, they must be placed below the chin, in a pocket or on the lap. Masks should not be placed on tabletops or other communal surfaces.
- Students will be instructed when they may take “mask breaks” and remove their masks, such as during mealtimes, and when outdoors and more than six feet apart from other people. Mask breaks will be 15 minutes maximum.

Individuals who are communicating or seeking to communicate with someone who is hearing impaired or who has another disability, where the ability to see the mouth is essential to communication, are not required to wear a mask; however, individuals should consider using another type of face covering such as a plastic face shield.

Prior to entering any school district facility, students who are unable to wear a mask on account of a health-related or other concern should contact the school nurse for further instructions.