

# **Menomonee Falls School District COVID-19 Mask Expectations**

**Employees are required to wear a mask while on District property.** The CDC is advising the use of cloth face coverings to slow the spread of the virus (even those not experiencing any symptoms may be able to spread the virus).

Cloth face coverings are not surgical masks or N-95 respirator masks and do not provide absolute protection against contracting COVID-19. However, there is evidence that covering one's nose and mouth with a cloth mask can help reduce the transmission of the virus between individuals.

In addition to wearing the face mask, the District expects that employees will practice social distancing, by staying at least 6 feet (2 meters) from other people and not gathering in groups and by following other recommendations of the CDC including frequent hand washing with soap and water for 20 seconds.

**Please note that wearing a face mask DOES NOT provide full protection against COVID-19 and DOES NOT REPLACE THE NEED for frequent hand-washing and social distancing.** If you have any questions about the requirements outlined above, please contact your direct supervisor.

## **GUIDELINES**

**Please keep the following tips in mind:**

- Make sure your mask covers your mouth and nose with no gaps between your face and the mask.
- Do not touch your mask while wearing it; if you do, clean hands with soap and water or an alcohol-based sanitizer.
- Replace the mask with a new one as soon as it becomes damp.
- Always wear your reusable cloth mask with the same side facing outwards.
- Clean your hands frequently with soap and water or an alcohol-based hand sanitizer.
- Continue staying at least 6 feet away from other people.
- Avoid touching your eyes, nose or mouth with unwashed hands.

**To safely remove a mask:**

- Think of the outside of your face mask as a "dirty zone".
- Before taking off your mask, clean your hands with soap and water or an alcohol-based hand sanitizer.
- Remove your mask by looping your clean finger in the elastic behind your ear and proceed to remove the mask from your face making sure not to touch your eyes, nose or mouth when doing so.
- If you are wearing a mask with ties in the back, again wash your hands first and then proceed to untie the ties to remove the mask making sure not to touch your eyes, nose or mouth when doing so.
- After removing your mask, wash hands once again.
- Store your mask in a designated spot when not in use or place in a designated bag or clean plastic bin. Do not set it down on your countertop, kitchen table, dining table, etc.

**Laundering recommendations for cloth face masks:**

- Wash the face mask frequently, ideally after each use, or at least daily.
- Store the face mask in a designated bag or bin until it can be laundered with hot water and dried on a hot cycle.
- If you must re-wear your cloth face covering before washing, wash your hands immediately after putting it back on and avoid touching your face.

**Thank you for following these expectations and guidelines to ensure the safety of all.**