

Irene's Health Screening, Physical Distancing, Infection Control

Health Screening for Everyone - Faculty, Staff, Students, Clients and Guests

All members of Irene's community have an ethical responsibility to report honest answers to health screening questions to prevent possible exposure to others.

- If you answer yes to any of these questions, call to reschedule class or appointment. Anyone with symptoms must stay home.
 - *Student Clinic and attendance policies have been modified to avoid penalty for absence.*
- Have you had a fever in the last 24 hours of 100°F or above?
- Do you now, or have you had in the last 14 days, any respiratory or flu symptoms, sore throat, or shortness of breath?
- Have you been in contact with anyone in the last 14 days who has been diagnosed with COVID-19 or has coronavirus-type symptoms?

- No-contact thermometers are located in student records, reception, clinic, and classrooms
 - Temperature readings will not be recorded
 - Temperature will be taken where staff or students report for the day
 - Students working in clinic – a clinic supervisor will take temperatures
 - Clinic clients – a clinic supervisor will take temperatures
 - Guests - staff sitting at reception desk in Bliss Room
 - Administrative staff – staff sitting at reception desk in Bliss Room
 - Students in class – instructor taking attendance will take temperatures
 - Elective classes – instructor teaching the class will take temperatures

Entrance(s) Faculty, Staff, Students and Clinic

- Currently, the only entrance to building is through the front doors into the Bliss Room
- Everyone entering the building must wear a mask – students, faculty, staff, clients and guests
- Open doors using your sleeve, hip or elbow whenever possible
- Students, staff, faculty and clinic clients may exit through any door
- Clinic clients are instructed to park by side door to exit next to clinic

Bliss Room (prior retail space)

- The Bliss Room in front is the primary entrance and is always attended whenever unlocked
- A reception desk in the Bliss Room welcomes visitors and takes admin staff temperatures
- A mask is provided for guests without one
- Receptionist is tasked with ensuring everyone is wearing a mask before proceeding
- Receptionist asks anyone entering to sanitize their hands

Stairways and Elevators

- Stairs next to Student Records are for going up
- Stairs next to Clinic are for going down
- Use shirt sleeve or other fabric on stair rails whenever possible
- Elevator limited to one person
- Avoid pushing elevator buttons with fingers by using your shirtsleeve, keys or a pen

Physical Distancing for Faculty, Staff, Students and Clinic

- Physical distancing guidelines are observed in all areas of campus
- Physical distancing signage is found throughout the school
- Everyone on campus assumes responsibility of keeping a minimum of 6-feet from others
- Classroom capacity limitations and tables spaced for physical distancing
- Chairs in common areas are spaced a minimum of 6-feet apart
- Classroom tables are spaced for physical distancing
- Refrain from hugging and hand-shaking, suggested alternatives when greeting each other are a wave, placing a hand over your heart, or both hands together Namaste style
- Sorry, but please refrain from petting the dog if you see him

Protocols for Common Areas for Faculty, Staff and Students

- Use wipes located throughout the building to clean desks or surfaces touched
- Clean equipment, furniture, counters and door knobs after each use
- Wipe picnic tables with disinfectant wipes before and after use
- No stove, oven, dishwasher, or refrigerator use
- New microwaves wiped before and after use
- Bring food in insulated containers as no refrigerator available
- No tea, mugs or honey provided
- School dishes are not used
- Students, faculty and staff bring their own plate, silverware and mug then wash at home
- Sinks are for hand washing only and not for washing dishes

Store Protocols

- Upon return to campus, staff will assist one guest at a time with purchase at the door
- After we settle, only one customer allowed in store at a time
- Customers only touch items to be purchased
- Anyone waiting to enter remains in the hallway 6 feet apart

Irene's Infection-Control Behaviors

- Irene's is in full compliance with State regulations and CDC recommendations
- Everyone on campus must wear a face mask covering both nose and mouth at all times
- Gloves are used when the potential exists to come into contact with bodily fluid as when broken skin exists. If gloves are necessary or requested, they are provided at the school.
- Frequent hand washing up to the elbow per CDC directives required
- Physical distancing is practiced
- Utilize disinfecting wipes to self clean touched surfaces
- Filing or clipping fingernails, if necessary, will only take place in the restroom over the trashcan where hands can be immediately washed
- Water fountains are closed. Bring your own full water bottles from home

Proper Use of Masks - PPE (Personal Protection Equipment)

- **Donning** ("putting on" mask)
 - Have your mask within reach
 - Wash your hands
 - Ensure your nose and mouth are securely covered –once in place, do not touch it
 - Ensure mask is not loose on either side
- **Doffing** ("taking off" mask) only after having left school or to eat, drink or blow nose
 - Wash your hands
 - Remove mask by ear straps
 - Eat, drink, blow nose
 - Wash hands
 - Replace mask by ear straps, do not touch mask
- When possible, blow or wipe your nose in the restroom to wash your hands. Otherwise use hand sanitizer afterward. If you sneeze masks do not hold all aerosols so use a tissue to wipe your nose. Dispose of tissue and wash your hands.

All Staff and Faculty

- Staff, faculty and students must speak up to offer guidance on physical distancing and infection-control behaviors – never turn a blind eye - if a group or line forms and begins congregating politely ask them to stay 6 feet apart for their safety
- All staff members facing guests should frequently make use of hand sanitizer
- Faculty or staff should wear gloves while transacting with money or paperwork
- Instructors assign an apprentice or assistant to monitor the hallway on all breaks to remind students to keep masks on and not congregate in groups

Laundry Room Cleaning and Procedures

- Use wipes to clean touched surfaces after each use including cabinets, counter, washing machine, dryer, mop sink, door knobs and light switch
- Laundry washed with hot water and dried on high temperature

Hand-Cleaning Stations *Washing with soap and water is always preferable!*

- Hand sanitizer will be located in clinic treatment rooms, clinic reception, administrative offices, administrative kitchen, student records desk, classrooms, student lounge and at front door
- When using hand sanitizer, use a sufficient amount to fully coat your hands and allow it to air-dry. It takes 20 seconds for alcohol-based solutions to kill viruses and bacteria.

Ongoing Building Cleaning Protocols

- Faculty and staff trained with enhanced cleaning, sanitation and disinfecting procedures
- Regular cleaning of surfaces in common areas using virus-killing disinfectants
- Frequently touched surfaces such as doorknobs, stair railings, light switches wiped often
- Cloth covered furniture in common areas replaced with easily cleaned wood surfaces
- Bathroom surfaces disinfected every hour, including sinks, door latches, and toilet handles
- Bathrooms ventilated overnight with doors open and air filtration in the area
- HEPA air purifiers are used in classrooms, clinic, offices and common areas
- Any area with carpet will be cleaned with a HEPA filtered vacuum after class and clinic is over

Students at High Risk from Covid-19

All Students must sign *Pandemic Participation Waiver* form on first day back. Students with chronic lung disease, heart conditions, compromised immunity, moderate to severe asthma, diabetes, are severely obese, liver disease, chronic kidney disease, or those 65 or older are at higher risk. Unless otherwise directed by their primary healthcare provider, students at higher risk of severe illness from COVID-19 should take a leave of absence when the virus is present in their community. If they choose not to take a leave of absence, the student must sign a written informed consent that they understand they are at high risk and wish to continue with their classes anyway.

Being Informed

The State requires everyone to watch the four videos at this link-

<https://www.cdc.gov/handwashing/videos.html>

We must also be aware of the information at this link -

<https://www.cdc.gov/handwashing/pdf/hand-sanitizer-factsheet.pdf>

We ask everyone to get Barbicide certified - <https://barbicide.com/certification/>