



## Face Covering Protocol

### **I. INTRODUCTION**

Consistent with Emergency Order #1, DPI guidance, and local health department guidance, the Hamilton School Board and the Superintendent have determined that a protocol requiring face coverings on the Hamilton School District grounds is necessary as part of a mitigating safety risk strategy to promote the health and safety of our school community. The District will continue to monitor the changing public health crisis and revisit this protocol as conditions warrant. This protocol is subject to change and be made more or less restrictive depending on the recommendations and requirements of the local health department and other relevant health agencies

The Waukesha County Health Department recommends that all who are safely able to do so wear a face covering to help prevent community spread of COVID-19. Current medical research shows that COVID-19 is most commonly spread through respiratory droplets and potentially through aerosolized transmission that are released when a person talks, sings, raises their voice, shouts, sneezes, coughs, or otherwise expresses air from their lungs. These droplets can be contagious even when a person is asymptomatic. The face covering prevents and/or reduces the number of these droplets from making it into the environment and being inhaled by another person or otherwise contaminating a surface that another person may later come in contact with. By wearing a face covering, the district is helping to protect students, employees, friends, family, and community members. A failure to wear a face covering can unnecessarily expose other students, employees, friends, family, and community members to health risks caused by COVID-19. While social distancing, regular hand washing, and proper hygiene are also integral components of reducing exposure, social distancing is not always feasible or possible. In those situations, face coverings, proper conduct, and hygienic cleaning, provide additional protection.

The Hamilton Board of Education and the Superintendent recognize and respect the individual decision-making rights of our students, parent/guardian(s), staff, and the general public, while realizing the need to take action to protect the health, safety, and welfare of them all. As such, the School Board and the Superintendent have created and offered virtual educational opportunities and options that will afford students the ability to minimize their contact with other persons who would be present in a traditional brick and mortar school setting. For those students

that have chosen to attend a traditional brick and mortar school setting, the School Board and Superintendent have a compelling interest and need to enact this protocol in an effort to protect the safety, health, and welfare of our students and staff during this state of emergency, and to otherwise assist the community as a whole in reducing the spread of COVID-19.

## **II. PROTOCOL**

**A. FACE COVERINGS REQUIRED.** Subject to the exceptions set forth below, each student, employee, visitor, vendor, or other person are required to wear a face covering (more specifically described below) at all times while at or inside a school/facility, or other property and/or vehicle owned, leased, or operated by the School Board (when there is more than one (1) person in the vehicle).

**1. EXCEPTIONS.** A face covering will not be required in the following instance:

a. **Infants:** A face covering shall not be required for persons younger than two (2) years of age;

b. **Medical Certification:** A face covering shall not be required for persons who present school officials with a certification from a health care provider that the person has a medical condition that prevents the person from being able to safely wear a face covering and who have a district approved Request for Accommodation Related to Mandatory Face Covering (Mask) Use.

c. **Special Education IEP/504 Designation:** A face covering shall not be required for persons as identified in their district health plan, IEP or Section 504 Plan and who have a district approved Request for Accommodation Related to Mandatory Face Covering (Mask) Use.

d. **Periodic Breaks:** Schools will provide students with opportunities for breaks where they can remove their face covering while maintaining appropriate social distancing and while under supervision. Employees may also take periodic breaks where they can remove their face covering while maintaining appropriate social distancing, such as when they are in a room/work space alone;

e. Outdoors with Social Distancing: A face covering shall not be required for persons outside of any school district building provided that such person maintains social distancing from other persons;

f. Regularly Scheduled Mealtimes: A face covering shall not be required for any person inside or outside a school district facility while such person is eating during a planned mealtime.

g. Strenuous Physical Activity: A face covering shall not be required for any person inside or outside of any school district facility or school district building while such person is engaged in strenuous physical activity;

h. During Limited Instructional Periods: For instructional purposes, an employee may temporarily remove his/her face covering when a face covering would adversely affect instruction provided social distancing from other persons is maintained;

i. During Receipt of Health Care: A face covering shall not be required for any person inside or outside of any school district facility or school district building when removal of the face covering is necessary for such person to receive health care or to undergo a health care examination from authorized health care personnel; or

j. Exigent Circumstances: A face covering shall not be required if a person is experiencing acute trouble breathing, is unconscious, or is incapacitated.

K. Other Circumstances: Other exemptions as deemed appropriate by District Administrator.

2. **FACE COVERINGS (Students, Vendors, and Visitors).** All students will be offered face coverings at the beginning of the school year. Students may also wear their own face covering if they desire to do so in compliance with protocol and with the School Board policy and the

Student Handbook. Vendors and visitors must supply and wear their own face coverings while at or inside a school district campus/facility. The following face covering types are approved for compliance with this policy by persons other than school district employees:

a. **Commercially Produced and Disposable Masks:** Commercially produced and disposable masks are acceptable for compliance with this policy. Face masks with respirators are not permitted.

b. **Cloth Face Coverings:** Cloth face coverings are acceptable for compliance with this policy provided that the face covering covers both the nose and mouth, fits snugly against the sides of the face with little to no gaps, and is made of a solid material. In addition to face masks, neck gaiters and neck buffs are permitted. Face coverings may not be made of lace, mesh, or other largely porous material.

3. **FACE COVERINGS (Employees).** All school district employees must wear face coverings while in a school district campus/facility or inside a school district vehicle (when there is more than one (1) person in the vehicle), and in common areas. Face coverings for employees may be provided by the District or the employee may provide his/her own face covering. The following face covering types are approved for compliance with this policy for employees:

a. **Commercially Produced and Disposable Masks:** Commercially produced and disposable masks are acceptable for compliance with this policy. Face masks with respirators are not permitted.

b. **Cloth Face Coverings:** Cloth face coverings are acceptable for compliance with this policy provided that the face covering covers both the nose and mouth, fits snugly against the sides of the face with little to no gaps, and is made of a solid material. In addition to face masks, neck gaiters and neck buffs are permitted, provided they consist of multiple layers of fabric. Face coverings may not be made of lace, mesh, or other largely porous material.

### **III. ENFORCEMENT**

- A. **STUDENTS:** All students are expected to follow these face-covering requirements while in school or at school sponsored activities/events for the health and safety of themselves, school staff, and others. Face coverings are subject to school dress code policies. Students who do not comply should be reminded of the protocol. If a student refuses to comply, the provisions of the School Board policy and the Student Handbook will be followed. Students who repeatedly refuse to comply may also be sent home and will be required to receive their educational instruction via remote learning. The failure by a student to follow the requirements of this protocol may also result in changes being made in the location, method or other aspects of their school day or instruction.
- B. **EMPLOYEES:** All employees are expected to comply with these face-covering requirements for the health and safety of themselves, their colleagues, and others. Face coverings are subject to school dress code policies. Employees who do not comply should be reminded of the protocol. If they refuse to comply, after being directed, the employee may be disciplined according to the respective Employee Handbook or other School Board Policies for insubordination.
- C. **MEMBERS OF PUBLIC, VENDORS, and VISITORS:** Members of the public, vendors, and visitors should be politely reminded that face coverings are required while at or inside a District school/facility. A member of the public, a vendor, or a visitor will not be admitted to a District school/facility without a face covering.

#### References:

- 453.3, Communicable Diseases
- 453.3-Rule, Procedures For Controlling Communicable Diseases In The Schools

Approved: August 17, 2020