

INFECTIOUS DISEASE and COVID-19 PROCEDURES

By registering for classes and agreeing to the Terms and Conditions of registering you have promised the following:

- The temperature of the student is checked and below 100.4 prior to every class, the student has not taken temperature reducing medicine in the past 24 hours, or has not had diarrhea in the past 24 hours.
- That as the student enters the classroom that they will wash their hands prior to taking their seat.
- That the student has not been around anyone who is currently diagnosed or under quarantine for COVID-19.
- That the student has been made aware of social distancing and hand-washing procedures.

The McKinney Center has adopted the following procedures to assist in lessening the spread of infectious disease:

- Limited class sizes to half capacity of specific classrooms, sometimes less depending on the class.
- Scheduled classes in each room 30 minutes apart for appropriate cleaning for furniture and supplies.
- Has hand-washing stations and hand-sanitizer in each classroom.
- Can provide disposable masks or gloves for students upon request. Please dispose of your disposable mask and gloves appropriately and do not reuse.
- Has trained faculty and staff how to properly wear and dispose of masks and gloves.
- Changed check-in and out procedures to reduce shared use of pens and to limit the number of individuals inside the building.
- Will have doors open when the outside temperature is appropriate to limit touching of doors and to increase air flow.
- Reduced the number of individuals who can use restrooms at one time.
- Will continue a strict a regiment of thoroughly disinfecting and cleaning the entire building each day and throughout the day as needed.
- Will have new barriers around staff desk areas.
- Signage encouraging visitors to practice safe hygiene and social distancing.

While at the McKinney Center students should be prepared to do the following:

- First, do not attend class if you feel sick. You may be able to view the class from home if MKC staff is available and given enough lead time to set up the needed technology.
- Wash hands often with soap and water for at least 20 seconds. If water is not available, use hand sanitizer.
- Avoid touching eyes, nose, and mouth.
- Cover your mouth and nose with a tissue when you cough or sneeze or the inside of your elbow.
- Immediately discard tissues in a trash can.
- Avoid using other's tools, work spaces, etc.
- Practice social distancing

If you get sick while at the McKinney Center

- Notify your instructor or staff person immediately.
- If the student can drive, they should be allowed to leave the building immediately and seek medical attention.
- If the student cannot drive, they will be placed in an isolated area until their ride can pick them up. Children will be attended by a MKC staff person or volunteer until the parent arrives.
- The student's work area will be immediately disinfected and cleaned.

**After you register for a class online you will get an email with this information and you will be asked to sign this document stating that you understand these policies.*