

FACE MASKS/COVERINGS



Face masks/coverings must be worn by all staff working on campus when in the presence of others and in public settings where other 6 feet of social distancing measures are difficult to maintain (e.g., common work spaces, meeting rooms, classrooms, etc.). Appropriate use of face masks/coverings is critical in minimizing risks to others near you. It is possible spread COVID-19 to others even if you do not feel sick. The mask or cloth face covering is not a substitute for social distancing.

Bard will provide masks, if needed. Please contact Human Resources at 845-758-7428 or Security at 845-758-7460 if you need a mask.

Putting on a Face Mask/Covering

- Wash your hands or use hand sanitizer prior to handling the face mask/covering.
- Throughout the process: Avoid touching the front of the face mask/covering.
- Ensure the face mask/covering fits over the nose and under the chin, with nose wire snug against the nose (where applicable).
- Tie straps behind the head and neck or secure loop around the ears.

Taking off a Face Mask/Covering

- Do not touch your eyes, nose, or mouth when removing the face mask/covering.
- When taking off the face mask/covering, untie the straps or loop your finger into the strap and pull the strap away from your ear.
- Wash your hands immediately after removing the face mask/covering.

Care, Storage, and Laundering

- Keep face masks/coverings stored in a paper bag when not in use.
- Cloth face coverings may not be used more than one day in a row and must be washed after each use. Cloth face coverings should be properly laundered with regular clothing detergent before the first use and after each shift. Cloth face coverings should be replaced immediately if they become soiled, damaged (e.g. ripped, punctured), or visibly contaminated.
- Disposable masks must not be used for more than one day and should be placed in the trash after your shift or if they become soiled, damaged (e.g., stretched ear loops, torn or punctured material), or visibly contaminated.