

# Milwaukee COVID Health & Safety Protocols

And applications to daily school routines Updated January 2022

### How to use this document

The purpose of this document is to outline the protocols our region is implementing to ensure the health and safety of our Rocketeers and staff on our campuses. All Health & Safety protocols in this document are informed by CDC and local operating guidelines. Within this document you will find:

- How our region is implementing **Rocketship Public School's Core Principles** (our main Layers of Protection)
- Details of **Schoolwide Systems and Practices** -- the practices our region is putting in place in our school's daily operations

This document will be updated to reflect any changes in protocols or guidelines on an ongoing basis.

# CORE PRINCIPLES & HOW TO IMPLEMENT THEM

This is now Rocketship Milwaukee is implementing Rocketship Public Schools' "Core Principles" for layers of protection.

Masking	COVID Testing
Physical Distancing & Cohorting	Handwashing and Hand Sanitizing

Stay at Home	Contact Tracing & Quarantine		Clean Air
Some 11	Vaccination		Cleaning our Space

## Masking

Wearing a well-fitted mask is one of the best ways to limit the transmission of viral particles. Masks protect both the wearer and the people around them. Even though public health guidelines allow for vaccinated individuals to go maskeless in their private lives, we will have mask requirements for all staff on our campuses when students or families are present. This allows us to implement a consistent requirement across campus, and model proper mask-wearing for students.

- In Milwaukee, anyone 2 years old+ must wear a tight fitting mask on Rocketship campuses and offices, except during meals. This includes during Teacher PD, before or after students arrive on campus, and any other time that only staff are present.
  - o If you are alone in a room you may remove your mask. This is the only time you are allowed to take off your mask while on campus unless actively eating or drinking. If you need a mask break, you may also step outside and maintain 6'+ distance.

Group	On Campus Activities
Students	Masking is required unless actively eating or drinking, or outside with at least 6' distance
All Staff while students or families are on campus	Masking is required unless actively eating or drinking, or outside with at least 6' distance
Fully Vaccinated Staff while no students or families are on campus	Masking is required unless actively eating or drinking, or outside with at least 6' distance. Staff may remove mask if alone in a room.
Families	Masking is required while on campus

Mask Accommodation: Rocketeers with disabilities can request an accommodation and must work with their Principal to come up with an alternate plan before their first day on campus. Legally we are not permitted to turn away a Rocketeer with a disability (physical or mental condition as recognized by the law) if they can not wear a mask. If you are unsure if the Rocketeer has a disability ask your Director of ISE. It's important that School Leadership engages the parent and the student in a discussion. Some ways to encourage mask wearing for those requesting an accommodation:

- Have Rocketeer try different types of masks to get the right fit. Rocketship provides different options and/or mask "add-ons" like a bracket/breathe cup or ear savers. For our Rocketeers with asthma, the CDC and WHO recommend asthmatics to wear masks and try different types to get a comfortable fit.
- Create a reward system for wearing masks both on campus and at home to build skill.
- Schools could add supervised breaks during the instructional day where students who need this break may go outdoors and maintain 6'+ social distance in order to take a break from wearing their mask.

## Physical Distancing & Cohorting

Keeping your distance from others and limiting the number of people you come into close contact with is a critical part of minimizing your risk of becoming infected with COVID-19 and limiting the spread in your community. Cohorting involves creating stable groups of students that are separated from other groups of students by at least 3' throughout the entire day. Schools are encouraged to use cohorting, especially in areas of high transmission, in order to support contact tracing, and to minimize transmission across cohorts.

## **Physical Distancing and Cohorting:**

## **Distancing:**

- All staff must do their best to maintain 3' distance between themselves and other staff / students.
- All students must maintain 3', or as much distancing as possible.

# Contact Tracing & Quarantine

One of our key strategies for reducing COVID transmission risk is monitoring COVID diagnoses, symptoms, and exposure, and having the impacted people stay home until they are "cleared" to return. Regular testing for staff, keeping anyone displaying COVID symptoms away from campus, and rapid response to suspected or confirmed cases in coordination with local health authorities help us to ensure that we are able to identify and isolate cases, then test and quarantine close contacts to reduce transmission. Our clear protocols around what to do in these situations -- including how to conduct contact tracing by identifying "close contacts" of confirmed cases -- can be found in our <u>COVID-19</u>

<u>Diagnosis</u>, <u>Symptoms</u>, <u>or Exposure document</u>. This process will be led by the campus COVID Lead, but is available for any staff to review.

Key elements of these protocols include:

- Staff testing positive must quarantine 5 days and be fever-free with improved symptoms before returning on day 6 with a negative test
- Students testing positive must quarantine 10 days and be fever-free with improved symptoms before returning on day 11
- Anyone with a symptom can return to campus with a negative test (which could be a rapid test administered on campus) or 10-day quarantine once they are fever-free.
- Any non-vaccinated person exposed to a positive case is encouraged to monitor symptoms and take a test if you experience any symptoms.
- Students with a positive household member must quarantine for 10 days and may return to school on day 11 with a negative test.

School-based COVID Leads will lead the contact tracing, quarantine and school-wide communication efforts if there is ever a diagnosis, symptoms or exposure on their campus. COVID Leads participate in weekly training and are each campus' point of contact for COVID questions and support.

Campus	COVID Lead
RSCP	Sarah Sealock Jackson Madeline Hawkins
RTP	Katie Townsel

# Testing:

- Any student presenting symptoms while on campus will be rapid antigen tested by the COVID lead or trained SL.
  - Students with symptoms who test negative and have not been exposed to COVID can remain on campus and do not need to quarantine.
    - Students with a fever will still be required to leave campus per our typical fever requirements.
- Any staff presenting symptoms while on campus will be rapid antigen tested by the COVID lead or trained SL.
  - Staff with symptoms who test negative and have not been exposed to COVID can remain on campus and do not need to quarantine.
    - Staff with a fever will still be required to leave campus per our typical fever requirements.
- Any staff member who lives in the same household as a person who tests positive will be tested on campus by the COVID lead every day until the person who tested positive is out of quarantine (10 days from positive test)
  - o If the person is fully vaccinated, asymptomatic, and tests negative they do not need to quarantine.

### Quantining after Exposure:

- Vaccinated staff who have been exposed to a positive case but are asymptomatic do not need to guarantine.
- Asymptomatic Unvaccinated students or staff who have been exposed to a positive case can return to school if they are asymptomatic, we encourage students and staff to get tested if experiencing symptoms.
- If the person exposed is a student, and they were exposed <u>WITHIN</u> the school setting (ex: exposed to a member of their cohort who tested positive), they typically are not considered a close contact (see <u>Defining a Close Contact</u>).

## Staff & Student Vaccination

Vaccination is a key part of mitigating the risk of COVID-19, as it protects individuals from becoming sick, reduces the burden of needing to quarantine after exposure, and prevents those individuals from unknowingly bringing COVID-19 into the school environment. Given the implications on our students' learning, and our priority on the health and safety for our students, staff, and families, Rocketship Milwaukee has mandated the COVID-19 Vaccine for all staff members. Rocketship strongly encourages students eligible for the COVID-19 vaccination to do so. When more people in a community - teachers, staff and parents - are protected against the coronavirus, unprotected people, such as the children who aren't yet able to get vaccinated, are less likely to be exposed.

All staff must submit their vaccination status to HR as a condition of employment.

# Staff COVID Testing

Weekly on-campus COVID testing allows us to identify asymptomatic cases, ideally before they infect others in the school community. Rapid testing also offers a way for staff or students to "clear" themselves to enter campus with a minor symptom. (see: <a href="COVID-19 Diagnosis">COVID-19 Diagnosis</a>, <a href="Symptoms">Symptoms</a>, or Exposure document).

All Rocketship staff can participate in weekly on-campus COVID testing, overseen by the school COVID Lead. If a staff member is exhibiting symptoms, they will be required to take a rapid antigen test overseen by the school COVID lead. If a staff member has had direct exposure they will be required to take a rapid antigen test overseen by the school COVID lead. All unvaccinated staff will participate in on-campus testing twice a week.

Site	Typical Day & Time Subject to change, reach out to	COVID Lead
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	COVID Lead to stay up-to-date	
RSCP	All Staff Monday, Tuesday makeup if absent on Monday	Sarah Jackson
RTP	All Staff test on Monday	Katie Townsel

## **Student COVID Testing**

In Milwaukee, we will have rapid tests on hand to "clear" any student with minor symptoms to allow them back on campus. We will only test symptomatic students or students who request to have a test. Milwaukee will only test students whose parents have signed a testing waiver.

## Handwashing & Hand sanitizing

Handwashing, and hand sanitizing when washing is not available, is one of the key ways we keep ourselves and others healthy - not just from COVID-19, but from many of the germs we encounter every day that can make us sick. During the COVID-19 pandemic, it is critical that people clean their hands "before and after touching their face, touching their mask, entering and leaving a public place, and touching items that others have touched."

Within Rocketship schools, all individuals must wash their hands with soap and water for at least 20 seconds or use hand sanitizer if washing is not available or practiced frequently. Students and staff need to clean their hands regularly throughout the day.

	Hand Washing	Hand Sanitizing
Arrival	n/a	When entering campus (if possible weather permitting)
Breakfast	n/a	<ul><li>When entering the classroom</li><li>After eating breakfast</li></ul>
Throughout the day	- After using the restroom	- When entering and exiting classrooms

	- When hands are visibly dirty	- Before/after touching their mask
Lunch	Before lunch, if possible	After lunch
Recess/PE	After recess if possible	Before and after playing on the playground or with shared equipment
Dismissal	n/a	When exiting campus if possible

# Clean Air

COVID-19 spreads more easily indoors as the viral particles are able to build up in an enclosed space, so keeping our air fresh and clean prevents viral particles from building up and infecting healthy people. Ventilation strategies can reduce the concentration of COVID-19 viral particles in the air, making it less likely that someone will inhale them.

Mitigation	Action	
Increase Filtration & Preventative Maintenance	<ol> <li>Upgraded filters to the highest MERV rating that our system will allow.         <ul> <li>a. RTP: MERV13, RSCP: MERV10</li> <li>i. MERV13 traps particles less than .1 microns (COVID19 is .125 microns, so MERV13 traps COVID19).</li> </ul> </li> <li>HVAC vendors will be onsite every other month to inspect and change filters as needed.</li> <li>Increased preventative maintenance tasks to include cleaning and disinfecting the intakes and returns.</li> </ol>	
Increase Ventilation	<ol> <li>Ensure the HVAC fan system is running 24/7 whether the building is occupied or unoccupied so that air will be filtering constantly.</li> <li>When possible, increase outdoor air ventilation when the external air quality is safe and or humidity levels are low externally and to the extent the system allows.</li> </ol>	

Air Purifiers	<ol> <li>Air purifiers in all spaces with more than 1 occupant (must trap .1 microns).         <ul> <li>a. <u>Up to 500 sq ft</u> (Office)</li> <li>b. <u>Up to 840 sq ft</u> (Classroom)</li> <li>c. <u>Up to 2,400 sq ft</u> (Learning Lab)</li> </ul> </li> <li>Check filters monthly, replace when dirty and/or when the air purifier alerts you.</li> </ol>	
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## Cleaning our space

Cleaning: When no people with confirmed or suspected COVID-19 are known to have been in a space, cleaning (i.e. using <u>All purpose surface wipes</u>) once a day if the students stay in the same classroom or ahead of each transition in a rotational model is enough to sufficiently remove viruses that may be on surfaces and help maintain a healthy facility. Within Rocketship schools, we will clean high-touch surfaces and objects at least once a day, and more frequently if necessary.

**Disinfecting:** If someone tests positive for COVID-19 or there is a suspected case, Rocketship will ensure the spaces that person occupied are cleaned and disinfected. Disinfecting (i.e. using PURE disinfectant, <u>Seventh Generation disinfecting wipes</u>, or your campus' electrostatic sprayer) kills any remaining germs on surfaces, which further reduces any risk of spreading infection.

At Rocketship it is important that the cleaning products we use are safe for children, so please be mindful as you select products. Children will not apply disinfectants. All disinfectant labels include the statement "Keep Out of Reach of Children," as children are considered a sensitive population. Disinfectants are powerful tools for controlling the spread of disease, and they can harm children's health if used or stored incorrectly. Always read and follow the label directions.

Type of Cleaning	Situation	Actions
In-day classroom cleaning	If Rocketeers are rotating across classrooms	<ul> <li>Teachers         <ul> <li>clean high touch areas in their room ahead of another teacher coming into their space</li> <li>ex. Lunch/Recess/ECC</li> </ul> </li> <li>Rocketeers         <ul> <li>wipe down their desks with an all purpose cleaner at the end of a block, before the next cohort rotates into the classroom.</li> </ul> </li> </ul>

		<ul> <li>wipe down their desk surface with an all purpose cleaner as described in the "Rocketeer Meals" section and if dirty at any point during the day.</li> </ul>
In-day cleaning of	Materials shared within a cohort	Books & shared materials can be shared within a single static cohort and do not need to be cleaned before/after use. If an item gets visibly dirty it will be cleaned with an all purpose cleaner.
shared student materials	Materials shared across cohorts.	Shared Materials: Rocketeers will use hand sanitizer before and after using shared materials in a rotational model. If an item gets visibly dirty it will be cleaned with an all purpose cleaner.  Materials need to be disinfected between use by different cohorts (ie: PE equipment)
In-day cleaning of high touch areas	Twice per day (e.g. 10am, 2pm), a Day Porter, Ops Specialist, or other staff member will clean "high touch" areas in common spaces and hallways, and staff and student bathrooms.	
Nightly Cleanings	Custodians will clean desks, bathrooms and high touch areas every weeknight. Custodians will use the electrostatic sprayer any time there is a confirmed positive case.	

## SCHOOLWIDE SYSTEMS & PRACTICES

## **Isolation Room**

Each school has defined a separate area for students with symptoms to wait for parents or guardians to pick them up. This is in the front office that a school leader can "keep an eye" on the student; while we want to limit potential virus transmission, we do not want a student with symptoms to feel "locked up" in a room away from other people for an extended period.

#### Before

• School leaders will create a rotational on-call system for which School Leader is responsible for escorting and monitoring students exhibiting systems while they await pick up from a parent or emergency contact.

## During

- A school leader will monitor the student and ensure the Rocketeer is comfortable
- Any staff member supporting a student with symptoms is encouraged to wear a face shield and/or disposable gown in addition to their mask.
- If the child needs assistance while waiting for a parent, the assisting school leader wil take extra precautions around PPE and

hand-washing.

If more than one child is in the isolation room, ensure they can keep 3' of physical distancing

#### After

• Once the Rocketeer exits the building the isolation room will be disinfected by using the electrostatic sprayer and left to ventilate for at least 10 minutes

## Arrival

#### Before

- In the arrival area, floor stickers will be 3-6 feet apart
- BOM, COVID Lead, or Designated School Leader must have a list of Rocketeers & Staff who can not be on campus that includes the approved return date accessible

### During - Car line/Walker

- We will encourage families to use the car line
- Staff and Rocketeers must maintain as much physical distancing as is practical throughout (no touching, holding/carrying, etc unless there is an emergency situation)

#### After

- Late Arrivals
  - o Rocketeers wait outside with their guardian until they are checked in by the front office.

## Launch and Landing

Rocketship Milwaukee will continue to utilize virtual launch at the beginning of the school year. We will continue to monitor options and may change this after the school year begins. Similarly, any Landing activities will be done in cohorts or virtually at the beginning of the year.

## Movement Through the Building

Though students may be within 3 feet of other students in their own cohort, they will maintain as much distance as possible from all adults and from students in other cohorts. An exception is during transitions, when students are masked and moving quickly. To make transitions as safe as possible, we will take measures such as:

- Transitions & thresholds will be efficient and quick and zero-touch.
- Hallways & stairwells may be used for bi-directional traffic.

• Floor stickers in classrooms, hallways, stairwells and any place you need Rocketeers to line up will be placed to show students where to stand to maintain 3 feet of distance.

### **Student Materials**

Students within a cohort can share materials without disinfecting in between. However, materials shared across cohorts will be disinfected between cohorts. If materials are unable to be purchased for each cohort, then the campus must come up with a system for disinfecting the items that are used across cohorts (ie: chromebooks).

Cohorts that are static and do not rotate (i.e. are in the same classroom all day) can share materials throughout the day. For high touch materials that would be used in a rotational model (ie: math manipulatives in a math classroom) we recommend a set of materials for each cohort to use.

If any materials enter a student's mouth they will be removed from sharing and disinfected before being shared with anyone else, including students in the same cohort.

## Rocketeer Meals

### Breakfast

- Before:
  - Teacher wear mask, sanitize hands, use gloves, and place breakfast on student desks ahead of arrival
- During:
  - Rocketeers stay at their desk
  - Clean-up Procedure: No sharing buckets; all waste goes in trash.
    - Option 1: Rocketeers put on masks, compile trash and carry it while following the vortex to the trash can, followed by hand sanitizer
    - Option 2: Rocketeers put on masks, compile all trash on their desk, teacher moves quickly around the room with a trash bag and Rocketeers place their trash in the trash bag
- After:
  - o Desks are wiped down (students can do this)
  - Rocketeers sanitize hands

#### Lunch

Before

- Students sanitize their hands, or if possible, wash their hands before lunch.
- Distributing lunches:
  - Option 1: Lunch is put on desks, ideally before Rocketeers return from washing or sanitizing hands
  - Option 2: Rocketeers pick up their lunch from a cart one by one while maintaining physical distance

## • During:

- Rocketeers stay at their desk
- Clean-up Procedure: No sharing buckets; all waste goes in trash.
  - Option 1: Rocketeers put on masks, compile trash and carry it while following the vortex to the trash can, followed by hand sanitizer
  - Option 2: Rocketeers put on masks, compile all trash on their desk, teacher moves quickly around the room with a trash bag and Rocketeers place their trash in the trash bag

#### After:

- Desks are wiped down (students can do this)
- Rocketeers sanitize hands

### **Bathrooms**

Schools can decide whether to use whole class bathroom breaks, individual bathroom passes, or a combination of both.

Cleaning supplies need to be readily accessible and available to adults at all times in the area or easily brought with them to the bathroom (ie: in a bucket).

- Rocketeers in the same cohort: Must maintain 3' of physical distancing while waiting in line, using the restroom, and washing hands.
- Rocketeers in different cohorts: Must maintain as much physical distancing as possible while waiting in line, using the restroom, and washing hands.
  - Full classroom break: After the entire cohort uses the restroom, the teacher sprays down all fixtures ahead of the next cohort.
- Students are allowed to use the bathroom during the school day outside of designated bathroom break times. Day porter needs to be consistently cleaning and sanitizing the bathrooms.
- Adult bathroom use: Spray and wipe down all fixtures, then wash hands

Rocketship Milwaukee will continue to offer water bottles and have refill stations in classrooms and keep drinking fountains closed. Staff are responsible for operating the refill stations and students will not touch them. We may revisit this if vaccination availability changes.

## **Recess and Physical Education**

#### Before:

• Hand sanitizer (wall mounted) will be used by students as they enter the place space.

## During:

- Masks must be worn during outdoor play time unless students are spaced out 6+ft away from each other and not moving.
- Rocketeers may bring their water bottle (see <u>Drinking Water</u>)
- Playground play:
  - One cohort at a time to support physical distancing or cohorts assigned to different spaces (ie: blacktop or play structure)
  - o Rocketeers must be supervised while using the playground to ensure safety and adherence to mitigation strategies.
  - o Rocketeers will keep some distance between each other to the greatest extent possible, staff will be supervising to support in this.
- Play on the pavement/grass:
  - The distancing that is happening at recess will mirror the physical distancing inside the building.
    - "Play Circles" can be used to clearly define play areas using chalk, tape, cones or non-permanent spray paint (on grass).
    - Contactless game ideas can be found here
- Shared equipment:
  - The equipment used will be nonporous and easy to disinfect (e.g. Nonporous: plastic or rubber, Porous: cloth or sponge).
  - Equipment will be sprayed down in between use by different cohorts
  - Milwaukee will continue to utilize outdoor play structures.

### After:

Rocketeers must wash or sanitize their hands before returning to class

## Dismissal

#### Before

- Students will be dismissed from their classroom, to maintain physical distancing.
- In the dismissal area, floor stickers will be 3-6' apart

## During - Car line/Walker

- We will encourage families to use the car line.
- Staff and Rocketeers must maintain as much physical distancing as is practical throughout (no touching, holding/carrying, etc unless there is an emergency situation)

#### After

- Late Pick-ups
  - o Rocketeers stay in their cohorted space, as long as possible before mixing cohorts in the same room
  - o If you need to bring Rocketeers into the same room adhere to the following guidelines:
    - Same family or cohort: Mirror the physical distancing in the classroom
    - Different cohort: maintain at least 3' of physical distance
  - Guardian will wait for their Rocketeer outside, Rocketeers will be brought outside to their parent
- After School programs must follow similar safety protocols during pick up

## Classroom Setup: Health & Safety

Each classroom is set up with the following items. Systems are in place to check in regularly and ensure they remain present and in good working condition.

- There is a wall-mounted hand sanitizer pump in each room.
- There is a minimum of 1 running air purifier (see: <u>Clean Air</u>)
- The HVAC system is always "on" with the fan running at a minimum in order to circulate air and push it through out filters (see: Clean Air)
- Desks are physically distanced with as much space as possible and will all face in the same direction whenever possible.
- Rugs may be used in the classroom but in the beginning of the year you can not bring 100% of students to the carpet at the same time. You may use your rug in a way that accounts for 3ft+ of distancing between students.
- There are floor stickers on the ground which support in maintaining physical distancing while transitioning.
- There is a labeled and easy to access cleaning cart or bin in each classroom, stocked with:
  - Extra masks for kids and adults
  - Disinfecting spray
  - Paper Towels
  - Gloves
  - Extra hand sanitizer
  - Vomit powder

Field Trips are permitted when the location is approved by the school Principal and Regional Team, and transportation to and from the location does not mix cohorts.

Rocketship Family and Staff Events

Milwaukee will be using the event guidelines outlined in this document - please refer to it and follow the approval process outlined.

In-person recruitment and enrollment tours are permitted, but must follow these guidelines <u>LINK</u> to ensure safety.

**Building Visitors & Volunteers** 

External Visitors: School tours hosted will follow the guidelines outlined in this document.

Essential Visitors: Vendors and substitute teachers will be allowed on campus and will follow all COVID health and safety protocols.

**Parents:** We are excited to welcome parents back on campus during the 2021-2022 school year. Parents will be permitted to come on campus for meetings for short periods of time (less than 15 minutes)- for example, to have a critical conversation with the OM about attendance. All in person meetings between staff and parents must maintain at least 6' distance and all parties are required to be masked. When possible, staff will meet with parents outside.

Parents who voluntarily verify and allow the school to keep a copy of their vaccination card in their students CUM folder who are fully vaccinated will be allowed on campus once the new parent volunteer process is finalized (potentially January). Parent's vaccination status will be checked every time the parent visits while they are checking in as a visitor and receiving a badge. Parents will not be checked in during arrival and parents will be required to leave before dismissal.

**Plexiglass** 

Milwaukee will use plexiglass in the front office at the OM and OA stations and visitor sign in.

STAFF ONLY HEALTH & SAFETY PROTOCOLS

## Staff Meals

Vaccinated staff are allowed to eat in the same space. Staff are encouraged to maintain as much physical distancing as possible but there is not a requirement for how much distance needs to be maintained.

### Unvaccinated staff:

- o Option 1: Eat either outside with 6+ feet between others
- Option 2: Eat in a room by yourself
- Option 3: Eat in a designated staff lunch area (cafeteria or conference room) in assigned spots to maintain 6' ft physical distance in space.
- o Option 4: Eat in your car or off campus.

## Staff returning from 5 day quarantine:

- Option 1: Eat in your car alone or off campus
- Option 2: Eat in a room by yourself

## Personal Protective Equipment

Type of PPE	Mandatory for	Optional for	Use
Masks	All		See Masking
Face Shields	<ul><li>Isolation Room Attendant</li></ul>	<ul> <li>Arrival Staff</li> <li>Dismissal Staff</li> <li>Lunch or Breakfast staff</li> </ul>	Face shields will be worn in addition to masks when coming in contact with Rocketeers without masks (during meals), larger groups of people (arrival/dismissal), when you need to come closer than 6' to others or those who are displaying symptoms (Health Screener and Isolation Room Attendant).  Anyone who would like to wear a face shield in addition to their mask may.
Gloves	Breakfast teacher	<ul><li>Arrival Staff</li><li>Dismissal</li></ul>	Gloves must be worn when:  • serving food

<ul><li>Lunch teacher</li><li>Lead Server</li><li>First Aid</li></ul>	Staff	<ul> <li>administering first aid</li> <li>handling something contaminated or bodily fluids</li> <li>doing heavy cleaning</li> </ul>
		Anyone who would like to wear gloves may, but it is important that gloves are worn properly and are changed and disposed of after touching a contaminated surface.  Wearing gloves is not a substitute for washing and sanitizing hands frequently.