

COVID-19 Contractor Orientation

COVID-19 is a respiratory infection caused by a new coronavirus. Infections of COVID-19 are occurring worldwide with varying degrees of severity. School District 8 (SD8) has controls in place to protect its staff and visitors to SD8 Sites. It is expected that you will follow these controls while working within an SD8 Site (in addition to any COVID-19 controls you as a contractor may have in place for your own staff).

Symptoms

Symptoms of COVID-19 include:

- cough
- sneezing
- fever
- sore throat
- difficulty breathing

Monitoring for Symptoms

Prior to entering an SD8 Site, please ensure you are healthy and are not experiencing symptoms of COVID-19. If you:

- Are feeling ill
- Live with someone who is experiencing COVID-19 symptoms
- Have traveled internationally within the last 14 days

Please do not enter any SD8 Site. Let your SD8 contact know immediately.

Distancing/Masks

It is expected that while working at an SD8 Site during school hours you wear a mask and maintain 2m distance from others.

Handwashing

Handwashing is required for anyone entering an SD8 Site. Prior to commencement of work, after entering the building, please wash your hands for at least 20 seconds.

Cleaning

SD8 Custodians will not be cleaning your work areas if your own procedures call for cleaning as a COVID-19 control. This service will not be provided by SD8.

Sneezing/Coughing Etiquette

Sneezing/Coughing Etiquette works by limiting the distance that droplets can go when an individual sneezes or coughs by physically blocking them. While on Site, it is expected that you will:

- Sneeze/cough into a disposable Kleenex or your sleeve (elbow/arm).
- Direct the sneeze/cough away from those in the general area.
- Wash your hands frequently.

Accessing an SD8 Site

All persons entering an SD8 Site must observe all posted protocols, use only the designated door, sign in at the door and report to the office so that staff are aware of your entrance and where you will be working. Entrance to all Sites, until further notice, is limited to the hours of 8:00 AM to 4:30 PM, Monday to Friday, excluding Stat Holidays, unless arrangements are made with the Director of Operations.

Signatures

Date	Contractor (on Site)	Contractor Signature
Site/Location	SD8 Contact	SD8 Site Contact Signature