

ANNEX 1 - Face Coverings

The document explains how face covering should be used by staff, learners and visitors to the setting.

Safe wearing of face coverings requires visitors, staff and learners to:

- clean hands before and after touching the face covering – including to remove or put them on
- safely store them in individual, sealable plastic bags between use
- where a face covering becomes damp, it should not be worn, and the face covering should be replaced carefully
- not touch the front of the face covering during use or when removing it as this could contaminate them with germs from your hands
- dispose of temporary face coverings in a 'black bag' waste bin (not recycling bin)
- change and wash your face covering daily if it is reusable
- ensure the covering covers the mouth, nose and chin
- remove the mask by taking off the straps behind the ears or head and then pull the mask away from the face
- remove the mask by the straps when taking it out of the bag
- not remove the mask where there are people within a meter
- not share your mask with others

Some individuals are exempt from wearing face coverings and staff and learners should be sensitive to those needs, noting that some people are less able to wear face coverings and that the reasons for this may not be visible to others.

Public Health England has made available resources on how to make a simple face covering.

<https://www.gov.uk/government/publications/how-to-wear-and-make-a-cloth-face-covering/how-to-wear-and-make-a-cloth-face-covering>