

COVID-19 SAFETY PROTOCOL WILKES SCIENCE IN MOTION (SIM)

School: _____

Teacher: _____

Date Received: _____

Date Returned: _____

Teachers please review the policies below for receiving and returning labs to/from Wilkes University SIM during the COVID-19 pandemic.

RECEIVING LABS/EQUIPMENT

1. All boxes have been disinfected by SIM personnel (inside and outside) prior to delivery.
2. Boxes will be taped shut and labeled “disinfected”.
3. Teachers should cut/remove disinfected label to indicate that the lab has been opened.
4. Gloves and disinfectant will be supplied for each lab.
5. Wilkes SIM personnel will wear gloves and masks when delivering/picking up labs.
6. Labs will be delivered to the schools as permitted by each school district. SIM mobile educators will contact each individual teacher to determine that school’s procedure.

RETURNING LABS/EQUIPMENT

1. Please return all equipment and materials in the boxes provided.
2. Please disinfect the OUTSIDE of each box before returning. You DO NOT have to disinfect the equipment or materials. SIM personnel will disinfect contents before sending to another school.
3. Please keep this protocol form attached to the lab.
4. Teachers/school personnel please sign and date that you have read this protocol and will follow the procedures described.

My signature below confirms that I have read and complied with the Wilkes University SIM protocols outlined above:

Print Name: _____ Date: _____

Signature: _____

**PLEASE CALL/TEXT/EMAIL IF YOU HAVE ANY QUESTIONS OR CONCERNS.
elaine.herceg@wilkes.edu/570-578-8141**