

DIGITAL DESIGN & PRINT

Mandatory Guidelines

- 6 foot social distancing where possible and protective barriers or equipment where not.
- Frequent disinfecting
- Avoiding sharing of materials and resources as much as possible.



Lab Focused Precautions and Strategies

- All students are required to wear a mask and / or a shield and protective eye protection **AT ALL TIMES.**
- “That’s the Spirit” merchandise store will remain closed until it has been deemed safe to open up for student and adult customers.
- There will be no students sent throughout the building for any type of customer service.
- Each computer row will have a total 3 students at one 6 foot desk. Maximum of 3 students per row.
- The lab computers and entire desk area that each student is assigned will be part of student clean up at the end of each day.
- All shared supplies will be sanitized and wrapped.
- Demonstrations on all equipment will be done with 2 to 3 students at a time.
- Only **ONE** student per machine at any given time.
- A sign in sheet will be on every machine that a student uses.
- Machines will be sanitized between each use by the instructor or parapro.

**The State of Ohio’s General Office Space Recommendations will be utilized where applicable. For more information visit: <https://coronavirus.ohio.gov/>*