NYSWDA Re-Opening Safety Protocols

General:
- Each student attending classes will be required to fill out a COVID-19 Screening Checklist prior to class (the checklist will be available on the Course Registration page).
- If the checklist is not received prior to the class, the student will NOT be admitted.
- Upon entry to the training center for each class, screening will be re-verified and temperature checked with an infrared thermometer. Anyone that is potentially symptomatic, or has been exposed to someone who is potentially symptomatic, will not be allowed to attend class.
- Masks will be worn by all students at all times while they are in the training center. NYSWDA will NOT be supplying masks, please make sure your staff bring enough for the duration of the class.
- Sanitizing stations will be made available to all students.

Classroom:
- All classes will be limited to 6 students to ensure appropriate social distancing.
- Trainers will be separated from students by use of a plexiglass barrier.
- All surfaces will be cleaned and sanitized daily.
- HVAC has been modified by installing a MERV-13 filter.

Labs:
- All lab surfaces will be sanitized daily.
- All classes requiring lab time will be broken down into smaller groups to ensure distancing and multiple trainers will rotate students into the lab space.
- Some Lab work may be done by demonstration only to reduce multiple contact with the same device.
- Nitrile gloves may be required.

Test Proctoring:
- NYSWDA’s labs will undergo the same thorough cleaning procedures for all BPI Field Examinations.
- Students coming in to be proctored should bring all of the necessary equipment required for the examination. This will significantly reduce exposure to and from the student.
- Masks and gloves will be required for the entire duration of the Field Examination.
- If a student does not have any particular piece of equipment, one will be supplied to them. The equipment will be cleaned and sanitized prior to and after each use.

External:
- NYSWDA staff has been working with local hotels to ensure that they are taking appropriate precautions for our students safety. Protocols from hotels regarding their procedures for cleaning, sanitizing, and room rotation were requested. By far, the Holiday Inn Express (which honors state rate) appears to have the most stringent policy. (See attachment)