



To protect against infectious diseases, the following basic hygiene measures should always be observed:



## HAND HYGIENE

**Wash your hands regularly with soap and water for 20 – 30 seconds**

Do this after coughing or sneezing, after using public transport, before eating, after using the toilet, etc. Sanitize your hands if you cannot wash them, or after contact with bodily fluids. Follow any instructions provided for washing and sanitizing your hands.



## COUGHING AND SNEEZING

**Observe hygiene when coughing and sneezing**

Cough or sneeze into a handkerchief or tissue, or into the crook of your arm. While you do so, keep as much distance as possible from other people, and try and turn away from others. Disposable tissues should be disposed of in a litter bin after use.



## VENTILATE REGULARLY

**Ventilate spaces with windows every 20 minutes or so**

To ensure the air in a room is healthy, and to reduce the risk of spreading infectious diseases or indoor air pollutants, the room must be well ventilated on a regular basis. Good air quality also plays a major part in maintaining work performance and in preventing nonspecific symptoms and odour problems.

The greater the temperature difference between inside and outside, the more effective ventilation will be. This means that, when it is cold outside in winter, ventilating for about 3 – 5 minutes is very beneficial. On warm days it is necessary to ventilate for longer periods.

## IF SOMEONE IS ILL



**No classroom lessons for those who are ill**

Individuals who have contracted, or are suspected of having contracted, certain infectious diseases may not enter the school or the school grounds, or attend classroom lessons or other school events. Further details are given in the **Instructions for parents and custodians\***.



**WHERE THERE ARE HIGHER RATES OF TRANSMISSION** via pathogen-containing droplets and aerosols (e.g. during cold or flu season or outbreaks of SARS-CoV-2), people are recommended\* to observe the following measures that have proven effective:

## DISTANCE



**Distancing reduces the risk of infection**

Keeping 1.5 metres apart from others, where possible, lowers the risk of infection via pathogen-containing droplets.

## MASKS



**Masks lower the risk of infection**

In public indoor spaces and on public transport, the wearing of masks reduces the risk of infection. This is especially the case when people gather, or remain in one place for some time, or when the 1.5 metre distancing rule cannot always be adhered to.

\* Guidelines on mandatory infection-control measures issued by local authorities, federal-state or national government (e.g. the Coronavirus Regulations ('Corona-Verordnung') or Quarantine Regulations ('Absonderungs-Verordnung') take precedent.