

# **Rutland County Museum**

## **Loan Boxes**

### **COVID-19 Guidelines:**

#### **Actions taken by Rutland County Museum Education Staff:**

- 1.** All loan boxes will be quarantined for at least 72 hours prior to the hire to ensure safety.
- 2.** Once returned, boxes will be quarantined for at least 72 hours, after which they will be checked by museum staff and cleaned as necessary.
- 3.** Museum staff will wear a face covering when handing over and receiving back loans boxes at the museum reception.

#### **Actions taken by Loan Box Users:**

- 1.** School staff collecting and returning the loan boxes should only enter the museum if they are free of symptoms.
- 2.** Face coverings must be worn when collecting and returning loan boxes.
- 3.** Do not wash or sanitise any of the objects as it may damage them. Hands should be dry (and dry from hand sanitiser) before handling.
- 4.** The boxes are only to be used with one class within the school at a time. If hiring for use within multiple classes, the objects must be quarantined for 72 hours before being given to a new class.