

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA  
DIVISION OF SAFETY, SECURITY AND EMERGENCY PREPAREDNESS

BRIAN KATZ  
CHIEF SAFETY & SECURITY OFFICER

Signatures on file

October 5, 2020

TO: All BCPS EMPLOYEES

FROM: Brian Katz  
Chief Safety & Security Officer

Alan Strauss  
Chief Human Resources & Equity Officer

**SUBJECT: IMPORTANT UPDATE REGARDING EMPLOYEE USAGE OF PERSONAL PLASTIC BARRIERS (SNEEZE SHIELDS) AND AIR PURIFIERS AT INDIVIDUAL WORKSTATIONS**

Although Centers for Disease Control and Prevention (CDC) guidance has been mostly silent on the effectiveness of using plastic, plexiglass or other impermeable plastic dividers to separate teacher desks from their classes, the District has received many requests from teachers and staff members for an accommodation to allow for this usage.

To help streamline the accommodations processes underway that are focused on whether staff members are eligible for alternative work locations, the District is providing blanket approval for staff members who wish to bring their own Personal Plastic Barrier to place at their individual desk or workstation.

Employees who wish to use Personal Plastic Barriers in a BCPS building must:

- Purchase, transport and install the personal plastic barrier at their workstation.
- Ensure the materials used to fabricate it meet the definition of impermeable as stated by the CDC and are safe for the work environment.
- Provide proper care and maintenance to make sure they are properly secured and do not represent a safety hazard.
- Clean all surfaces themselves (they will not be maintained by custodial or facilities personnel) to ensure that they are not contaminated.
- Remove these items upon request from the District or their supervisor.

**Please Note: Use of a Personal Plastic Barrier does not change the requirements for an individual to use his or her face covering as set forth in the District's Emergency Policy 2170 on Face Coverings (it is only an addition to this requirement).**

In addition, due to the number of requests for employees who want to bring their own Portable Personal Air Purifiers (PPAP) to place in their workspace, the District is providing blanket approval for any staff member who wishes to bring his/her own Portable Personal Air Purifier to use at his/her individual work location.

**IMPORTANT UPDATE REGARDING EMPLOYEE USAGE OF AIR PURIFIERS & PERSONAL PLASTIC BARRIERS (SNEEZE-SHIELDS) AT INDIVIDUAL WORKSTATIONS**

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**It should be understood that use of portable home-type air purifiers within normal BCPS District classrooms will NOT be very effective due to normal Heating Ventilation Air Conditioning (HVAC) system operating parameters; the number of room air changes and the mixing of air with other rooms in the HVAC zone nullifies most air purifier benefits (too large of an air volume).**

All employees who wish to use Portable Personal Air Purifiers in a BCPS building must:

- Ensure that, similar to any other piece of equipment, any PPAP shall be, at a minimum, UL or FM listed/labeled (laboratory tested) to minimize the risk of a fire or electrical hazard within the District school or facility.
- Provide an extension cord, if needed, to correctly position the PPAP in the room. A floor cord cover will also be required on all walkways to minimize a slip, trip or fall hazard.
- Select portable air purifiers with HEPA filters.
- Select the appropriately sized devices based on the size of the room.
- Provide proper care and maintenance to make sure these items are properly secured and do not represent a safety hazard.
- Clean the PPAP themselves (they will not be maintained by custodial or facilities personnel) to ensure that they are not contaminated.

If you have questions regarding this memo, contact [EHS-HELP@BROWARDSCHOOLS.COM](mailto:EHS-HELP@BROWARDSCHOOLS.COM).

Thank you.

VSW/BK/AS

cc: Senior Leadership Team  
School Board Members