

MIND YOUR MANNERS

Coughing and Sneezing

Everyone has to cough or sneeze sometimes. Remember that coughs and sneezes spread diseases.

Here are some rules to follow when you cough or sneeze.

- Always cover your nose and mouth. It's best if you can cover them with a tissue or handkerchief. If you don't have that, sneeze into your arm—not your hand.
- Turn your head away from the other people in the room when you cough or sneeze.
- Say *excuse me* after you cough or sneeze.

