



COVID-19 PREPAREDNESS PLAN

GUIDELINES FOR GENERAL COVID-19 PREPAREDNESS

- Teach and reinforce healthy hygiene
- Information sharing system in place
- Intensify cleaning and disinfection
- No large group gatherings and events
- Require students and staff to stay home if sick
- Procedure for dealing with a case developed in school
- Implement multiple social distancing strategies for meetings, classrooms, and movement throughout the building
- Require daily body temperature readings
- Develop a plan for classes moving through halls (staggered times, escorted by staff?)

All returning employees will be educated on how to navigate through COVID-19

GUIDANCE FOR PREPARING THE SCHOOL FOR COVID-19

I. Basic Infection Prevention Measures

- a. As appropriate, all employees will be educated on measures and procedures set by the school, and they will implement good hygiene and infection control practices, including frequent and thorough hand washing. In areas where sinks with soap and running water are not immediately available, the school will provide alcohol-based hand rubs containing at least 60% alcohol.
- b. Maintain social distancing in accordance with MDH/CDC recommendations. Limit close contact with others outside your household in indoor and outdoor spaces. To practice social or physical distancing, stay at least 6 feet (about 2 arms' length) from other people.
- c. Wash your hands between each class period, or as often as you can throughout the day
- d. Encourage students, faculty, and staff to stay home, as outlined in the Illness & Exclusion Policy (see image below).
- e. Encourage respiratory etiquette, including covering coughs and sneezes.
- f. Provide visitors with masks and gloves as needed.
- g. Maintain regular housekeeping practices, including routine cleaning and disinfecting of surfaces, equipment, and other elements of the work environment.
- h. Select cleaning chemicals based on information from the Environmental Protection Agency (EPA)-approved disinfectant labels with claims against emerging viral pathogens. Products with EPA-approved emerging viral pathogens claims are expected to be effective against SARS-CoV-2 based on data for harder to kill viruses. Follow the manufacturer's instructions for the use of all cleaning and disinfection products (e.g., concentration, application method and contact time, PPE).

II. Policies and Procedures for Prompt Identification and Isolation of Sick People

- Prompt identification and isolation of potentially infectious individuals is the first critical step in protecting students and staff on site.
- Inform and encourage employees to self-monitor for signs and symptoms of COVID-19, especially if they suspect possible exposure.
- Refer to the Illness & Exclusion Policy (image below) for details on when to stay home.
- Enact policies and procedures for immediately isolating people who have signs or symptoms of COVID-19, and train faculty and staff to implement them.
- Move potentially infectious people to the designated location away from others.

III. General Daily Interactions/Practices

- No food/eating in any classroom (*with the exception of lunch periods, if lunch is to be eaten in classrooms*).
- Discourage use of/close communal water fountains. They will only be used to fill water bottles.
- Limit interaction between students and staff outside of their teachers.
- Discourage workers from using other workers' phones, desks, offices, when possible.
- Discourage workers from sharing office supplies.

Illness and Exclusion Policy: Degrees of Separation

Confirmed Case of Covid-19	1 Degree of Separation	2 Degrees of Separation	3 Degrees of Separation
Covid-19 Positive	Covid-19 Quarantine tested result unknown	Met Quarantine Testing	Not Met Quarantine Testing
Citizen A has a confirmed case of the virus	Citizen B is the son of Citizen A, he has had contact with a confirmed case and/or has been quarantined and tested - Result Unknown	Student or Staff Member A has had contact with Citizen B (i.e. someone who has been tested and/or quarantined, but the result is unknown)	Student B is the brother if Student or Staff Member A - he has not had contact with anyone who has been tested and/or quarantined
Not allowed into school	Not allowed into school	Not allowed into school	Allowed into school
No return until receives the all clear	No return until receives the all clear or 14 days no symptoms	No return until either Student / Staff Member A receives the all clear of 14 days no symptoms	