

Reopening Protocols for TK-12 Schools

Updated: 2/18/21

Entering Schools:

- ★ Anyone entering school property is required to wear a face covering and face coverings should be 2+ layers
- ★ Face masks must completely cover the nose and mouth
- ★ Employees and students must be screened before entering campus
- ★ Direct anyone exhibiting symptoms to go immediately to the health office

Social Distancing:

- ★ A minimum 6 feet of physical distance between all students and staff
- ★ Physical distance between students should be 6 feet. Where 6 feet of distancing is not possible, a minimum of 4 feet of distance must be maintained and appropriate physical barriers must be in place
- ★ Modify teaching methods to avoid close contact between students, such as having students work in groups; however if students participate in group activities, 6 feet of social distancing must be maintained
- ★ If students are working outside, students must maintain 6 feet of social distancing and avoid shouting, chanting or other verbal communication that may produce droplets in the air
- ★ If students are working outside, students and staff may not block walkway or otherwise impede paths of travel

Cohorting:

- ★ Students may not be a part of more than one stable group in the elementary school setting
- ★ Students may not be part of more than one stable groups in the 7-12 setting
- ★ Supervising adults in the classroom may not be with more than 3 cohorts of students per day
- ★ Support staff that monitor cohorts of students outside of the classroom may not be with more than 3 cohorts of students per day
- ★ Students may leave the cohort to receive individualized services

Employee Workrooms and Common Areas:

- ★ Follow all posted occupancy signs in common areas and maintain 6 feet of social distancing
- ★ Employees must maintain 6 feet separation at an employee workstations (i.e. while speaking to office staff)
- ★ Avoid sharing work materials, when possible, and use disinfectant wipes before and after use of workroom equipment
- ★ Monitor students in hallways and common areas to assure physical distancing of six feet and proper use of face masks, and remind them as needed

Eating and Drinking:

- ★ Eating and drinking outdoors is preferred to eating in a breakroom
- ★ At all times when eating and drinking, staff must maintain at least a 6 feet of social distancing

Hygiene:

- ★ Hand sanitizer, soap and water, tissues and/or trash cans are available where people have direct interactions
- ★ Employees should frequently wash their hands with soap and water throughout the day
- ★ Schedule time for to students wash their hands regularly, especially after breaks and being outside
- ★ When a sink is inaccessible, students and staff may use ethyl alcohol-based hand sanitizer
- ★ Hand sanitizer used by students 9 years of age and under should be supervised by an adult

Parent Meetings:

- ★ Parents of enrolled students will conduct business with school personnel remotely

Ventilation:

- ★ Doors and windows are kept open during the school day whenever possible
- ★ Portable, high-efficiency air cleaners are installed and turned on
- ★ HVAC systems are set to maximize indoor/outdoor air exchange
- ★ Filters will be changed at a minimum every three months

Cleaning Products and Frequency:

- ★ Cleaning and disinfecting of high touch surfaces take place between cohorts in classrooms and restrooms
- ★ Cleaning products are stored out of children's reach
- ★ Avoid students sharing materials; however if materials must be shared, clean materials between student use with disinfectant wipes/cleaner