2020-21 Safety Protocols

GENERAL OVERVIEW

- The Windham School District will reopen for staff professional development days that will occur on August 31 as well as September 1, 2, 3, and 8.
- The Windham School District will reopen for students on September 9, 2020, with the following required protocols and guidelines in place to protect the safety and welfare of all personnel and students while in the school or in use of school facilities:
  - Schools and school buses will be cleaned and disinfected on a regular daily schedule specifically targeted toward frequently touched surfaces at least daily and/or between use. Shared objects will be cleaned before and after usage.
  - Transportation vehicles will be cleaned and disinfected in accordance with state regulations. The contracted transit operators will comply on a daily basis. Seating on school buses shall follow social distancing guidelines established by the school district and transporter (2 students per seat, wearing masks with windows open).
  - All personnel will complete a COVID self-assessment prior to entering their building.
  - Parents are asked to assess their children before leaving home and to contact their schools if symptoms develop.
  - All students in grades K-12 will wear face coverings while in school or in school facilities, face coverings should cover both the nose and mouth. Masks with exhalation valves are not allowed. Exceptions will be considered on a case by case basis.
  - Additional PPE may be used in extenuating circumstances. Students in PK are encouraged to wear face coverings.
  - All school personnel will wear face coverings while in school or in school facilities, face coverings should cover both the nose and mouth. Masks with exhalation valves are not allowed. Exceptions will be considered on a case by case basis.
  - Personnel and students are encouraged to bring their own mask or face covering (masks with exhalation valve are not allowed). Individuals that forget will be provided with a new mask.
  - A minimum of 3’ of social distancing benchmark is established for all areas including classrooms.
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- Physical barriers, such as plastic flexible shields, will be installed in areas where social distancing is needed but not possible.
- All personal supplies and belongings will be labeled, and kept separate from other individual access.
- Hand-sanitizing and hand-washing will be scheduled throughout the school day. Hand-washing videos will be available for our students and staff to access.
- During recess CDC guidelines for social distancing will be maintained.
- Lunch will be served in the cafeteria and/or in classrooms with disposable items; with preference for in-classroom lunches.
- Personnel and students are encouraged to bring their own water bottle as feasible to minimize use of water fountains.

**DAILY SELF-CHECK**

- **Each and every day** prior to coming to work, employees will self-assess whether they have possible COVID-19 symptoms – this includes taking temperature daily before you come to work.
- When an individual enters the facility, they are certifying that they have performed the daily self-check to assure that they are not experiencing COVID-19 symptoms.
- Any employee who is exhibiting symptoms of COVID-19 are advised to stay home, immediately notify the School Nurse, and enter absence into AESOP to secure a substitute. The employee is encouraged to consult with a healthcare provider to determine if COVID-19 testing is recommended.
- **Stay at home if:**
  - You have **any** of the following **new** or **unexplained** symptoms:
    - Fever of 100.4°F or greater
    - Persistent Cough
    - Shortness of breath or difficulty breathing
    - Chills
    - Fatigue
    - Muscle or body aches
    - Headache
    - Sore throat
    - Runny nose/congestion
    - New loss of taste or smell
    - Nausea or vomiting
Diarrhea

- You have been in recent close contact with a person with COVID-19 (last 14 days). Close contact means:
  - Living in the same household as a person who has tested positive for COVID-19;
  - Caring for a person who has tested positive for COVID-19;
  - Being within 6 feet of a person who has tested positive for COVID-19 for 15 minutes or more;
  - Coming in direct contact with secretions (e.g., being coughed/sneezed on) from a person who has tested positive for COVID-19, while that person was symptomatic.
  - You have traveled in the prior 14 days outside of New England.

PERSONAL PROTECTIVE EQUIPMENT (PPE)

- Staff will be provided with training on the usage and care of all PPE.
- Face coverings are required in all areas (e.g., classrooms, main offices, hallways, bathrooms, conference rooms, etc.).
- Employees can wear their own face coverings or one provided by the district.
- It is recommended that cloth face coverings be washed on a regular basis.

GOOD HYGIENE

- All employees and students should clean their hands frequently with soap and water and/or with alcohol-based hand sanitizer.
- Wash hands for at least 20 seconds and dry thoroughly.
- Wall-mounted and other hand sanitizer dispensers containing at least 60% ethanol or 70% isopropanol are installed in each classroom and in high traffic thoroughfares.

PRACTICE RESPIRATORY ETIQUETTE

- All individuals should practice respiratory etiquette, including covering coughs and sneezes.
- Tissues and touchless trash receptacles are available throughout the school.
- Promptly dispose of any used tissues and immediately wash or sanitize your hands.
COMMONLY-USED ITEMS

- Commonly-used items (such as coffee machines, water coolers, refrigerators, microwave ovens, copy machines, conference room telephones, etc.) will be sanitized after each use by the user.
- Approved disinfectants effective against SARS-CoV-2 and disposable towels will be available throughout the facility for employees to clean work surfaces that they use.
- Employees should avoid using other employees’ phones, desks, or other work tools and equipment when possible, unless the equipment has been sanitized.
- The custodial staff will clean high-touch surfaces in certain common areas (e.g. door handles, faucets/toilets, handrails, elevator buttons, etc.), but staff are responsible for cleaning their own desk and work area each day.

MINIMIZE ITEMS THAT YOU BRING INTO THE FACILITY

- Laptops, mobile phones, and other computer-related devices that you bring home should be cleaned with approved disinfectants before entering the facility.