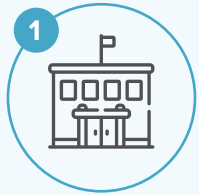


# Preparing School Buildings for Reopening After COVID-19

As the current COVID-19 outbreak subsides and schools are reopened, several safety measures will need to be put into place to keep students and staff safe. The following protocols are a helpful start for achieving this goal. A local health professional should be consulted to ensure compliance with local regulations.



## PREPARE THE SCHOOL FACILITY

- Follow guidelines and best practices for cleaning and sanitizing the building.
- Update facility cleaning schedule.
- Create floor markings to direct foot-traffic flow.
- Re-engage facility vendors.
- Complete inspections and repairs of all building systems.
- Display COVID-19 informational signs.
- Reconfigure shared spaces to encourage social distancing practices.
- Install protective panels for frontline office and food service team members.



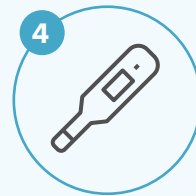
## CREATE AND COMMUNICATE A SOCIAL DISTANCING PLAN

- Develop schoolwide social distancing strategies.
- Restrict the use of spaces that don't allow for social distancing.
- Prohibit large groups from gathering in shared spaces.
- Develop social distancing guidelines and protocols for school guests and visitors.
- Communicate social distancing strategies.
- Survey families for their willingness to return to the school building and address their concerns.
- Survey staff for their safety concerns and needs and create the opportunity for distance-teaching, if required.



## PROMOTE STAFF AND STUDENT SANITATION AND HYGIENE

- Provide cleaning and disinfecting supplies.
- Provide personal hygiene equipment.
- Educate students and their families on proper personal hygiene and sanitation practices.
- Limit the number of shared items in the classroom.
- Clean personal workspace and tools.
- Have students wash their hands throughout the day.
- Develop a plan for ensuring that lunch room spaces are properly sanitized and students are protected.



## MONITOR STAFF AND STUDENT HEALTH

- Track staff and student absenteeism.
- Develop flexible attendance and sick leave policies.
- Train staff to recognize signs that a student is ill and on how to properly care for them.
- Hire or contract for school nursing services.
- Notify families when a student or staff member has tested positive for COVID-19.
- Educate families on when they should make the decision to keep their child home due to illness.
- Consider temperature screening.
- Designate a room and protocol to isolate any person with COVID-19 symptoms.
- Utilize contact tracing.
- Review and revise human resource policies related to illness and support for caregivers.



## PROVIDE ENHANCED LEARNING SUPPORTS

- Develop an assessment plan.
- Provide enhanced learning supports.
- Give teachers time to collaboratively plan and realign curriculum to account for lost learning time.
- Provide access to counseling services.



## CREATE AN EMERGENCY PLAN FOR FUTURE OUTBREAKS

- Carefully monitor national, state and local COVID-19 virus spreading indicators.
- Develop protocol for isolating any individual exhibiting COVID-19 symptoms.
- Develop a communication plan notifying staff, parents and community officials in the event that a student or staff member tests positive for COVID-19.
- Develop guidelines for when the school should close due to an outbreak and move to an online learning environment.
- Develop and continue to make improvements to a robust digital and remote learning plan.
- Develop a plan to provide food for students eligible for free and reduced-priced meals.
- Determine how financial impacts from COVID-19 will impact your school's budget.

### MOST IMPORTANTLY

Constantly reinforce hand washing, social distancing and staying home when ill