

**Genesee Joint School District COVID-19 Protocols**  
**Board approved: October 14, 2020**

**Cleaning and Disinfection**

1. Standard cleaning protocols will be done daily.
2. Bathrooms cleaned daily.
3. Desks and chairs wiped down daily.
4. Handrails, door knobs, light switches, telephones, sinks, drinking fountains, countertops wiped down daily.
5. Lunchroom tables will be cleaned prior and after each meal service.
6. Classrooms will be vacuumed daily.
7. Computer labs / keyboards will be disinfected after use.
8. Trash will be removed daily from the classroom/ building.
9. Cafeteria will be cleaned as required on a daily basis.
10. Food service staff will wear gloves and masks and other PPE if necessary.
11. Hand sanitizers, soap/paper towels and tissues will be made available to all employees/students.
12. Plastic gloves will be made available to all employees.
13. Gymnasiums and locker rooms will be cleaned daily.

**Vulnerable Staff and Students**

1. Staff and Parents of at-risk students will be encouraged to speak to a health care provider about safety protocols that are being recommended for them in a school environment.
2. Classrooms may be rearranged or moved to a different area to allow for adequate physical distancing.
3. Staff and families of students will be made aware of any situations where students and/or staff have been exposed. If there is a confirmed case of a student or staff member, then parents and all students will be notified and given safety/health recommendations or guidelines to follow.
4. District nurse will be available to support staff, students/parents.

**Close Contact (within 6 ft)**

1. Staff who are required to work in close contact with a student will be provided PPE (1:1) if requested.
2. Staff who are identified as high risk or have underlying health conditions may be moved to a different position within the district, if possible. Staff may be asked to provide instruction via distance learning to students.
3. Parents of students which require close contact will also be informed of risks and necessary measures that will be taken to ensure student and staff safety.

### **Monitoring Absenteeism**

1. Day to day reporting - review for large increases.
2. Encourage students and staff to stay home when sick, especially those with cold and flu symptoms.
3. Students will be sent home if they are running a fever (100.4) or display any signs of cold or flu like symptoms.

### **Absenteeism plan for staff who are not comfortable returning to school**

1. If no confirmed cases within the district - staff will be required to attend work as required.
2. If the district has confirmed cases, school will only operate under the guidance of the local health department. If school is in session, staff may take personal, sick or vacation leave unless there are other state or federal protocols in place.

### **Absenteeism plan for students who are not comfortable returning to school**

1. If parents are uncomfortable sending students to school:
  - a. Online courses will be provided to students who will not be returning to school.
  - b. Students must be signed up a minimum of a semester at a time.
  - c. Attendance will be counted based on students academic progress.
  - d. Assessments will be offered to students on days where school is not in full session (PD days).

### **Action plan for students who show symptoms or who have been exposed\* ( \*less than 6 ft/ more than 15 min. to confirmed COVID case).**

1. **Non-exposure/ Symptoms only**: Students will be asked to stay home until symptoms have passed. No fever for 24 hours, **without fever-reducing medication**, no cough, and no signs of illness are evident.
2. **\*Exposed/ Non-symptomatic**: Students who have been directly exposed\* will be asked to remain at home for a minimum of 5 days up to 14 days from the last day of exposure. Work will be provided to students during the absences. Absences will be excused. **If a student tests negative following a five (5) calendar day quarantine they will be allowed to return to school, however, they must wear masks during the school day and during any extra -curricular events for the remainder of the 14-day period. If a student does not test, they must quarantine for 14 calendar days.**

### **3. Action plan for staff who show symptoms or who have been exposed\* (\* less than 6 ft/ more than 15 min. to confirmed COVID case).**

1. **Non-exposure/ Symptoms only**: Staff will be asked to stay home until symptoms have passed. Staff must have no fever for 24 hours without fever-reducing medication, no cough and no signs of illness are evident.
2. **\*Exposed/ non-symptomatic**: Staff who have been exposed\* per CDC would routinely be asked to stay home/quarantine for 14 days. If a teacher chooses to be

tested and results are negative and the teacher has no symptoms, the teacher may return to school immediately. If teacher does not wish to be tested and remains in quarantine for 14 days, the teacher will be expected to provide instruction online to students who are in person to the best extent possible. Classroom will be supervised by another adult.

### **Communication plan**

1. Administration will work with District Crisis Team to develop plans for sharing information.
2. Informing local school board - Weekly updates. Immediate update if confirmed cases within the district.
3. Informing parents - Notification asap of any confirmed cases within the district. Use of district notification systems. \* In conjunction with local public health district
4. Informing staff - Notification asap of any confirmed cases within the district. Notification of any staff, students, parents who have been exposed and are quarantined.
5. Informing community – Administration will provide communication as to status of the district as a whole. No individual or personal information will be released.

### **Transportation**

1. Cleaning of seats will be done following every route or event.
2. Students will be asked to set with family members when possible. Assigned seats may be given.
3. Hand sanitizer will be made available on buses for student/driver use.

### **Category 1: No Community Transmission (Green)**

1. Review, update and implement plan.
2. Reinforce healthy hygiene practices
3. Monitor and plan for absenteeism
4. Assess group gatherings and events
5. Create communication plans
6. Require sick students and staff to stay home
7. Minimal changes to schedule to allow for increased social distancing
8. Masks/Shields are optional.

### **Category 2: If Minimal Community Transmission (Yellow)**

1. Coordinate with local health officials to determine decisions regarding response.
2. Implement physical/social distancing
3. Cancel field trips, assemblies, large gatherings.
4. Increase space between desks, tables, cafeteria
5. Avoid common areas
6. Reduce congestion in office areas
7. Limit non-essential visitors/guests.
8. Discontinue cross-school transfers for programs
9. Limit large group meetings - Staff meetings become virtual, etc.
10. Consider alternative class size/structures.
11. **Masks /Shields are required for all staff and students** in building, buses, etc.
12. Extra-curricular events may be limited or scaled down. Masks are required

### **Category 3: Moderate Community Transmission (Orange)**

1. Coordinate with local health officials to determine decisions regarding response.
2. Implement increased physical/social distancing
3. Move to Hybrid model (example: ABAB - Friday's online instruction/ PD/ Deep clean)
4. Cancel field trips, assemblies, large gatherings.
5. Increase space between desks, tables, smaller class sizes
6. Avoid common areas
7. Reduce congestion in office areas
8. Limit non-essential visitors/guests.
9. Discontinue cross-school transfers for programs
10. Limit large group meetings - Staff meetings remain virtual, etc.
11. **Masks/ Shields are required** for all staff and students in building, buses, etc.
12. Consider extended school dismissals
13. Extracurricular may be restricted or cancelled.

**Category 4: Substantial Community Transition (Red)**

1. Coordinate with local health officials
2. All extracurricular and large events cancelled.
3. Implementation of “at home” learning
4. Grab and Go lunch services
5. Coordinate services for students who need additional support/ at risk / social emotional needs.

**Point of Contact**

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