



TUHSD ACTION PLAN GUIDANCE

COVID-19

Mitigation Plan



COVID-19 Mitigation Plan

Schools are an important part of the infrastructure of our respective communities and we play a critical role in supporting the whole child, not just their academic achievement.

The Tolleson Union High School District (TUHSD) takes the safety and security of its student and staff very seriously. As a result, our District has been planning the specifics for how schools will conduct daily operations for when in-person learning takes place. This plan explains in detail what our mitigation strategies will be in order to give the public confidence that we are doing absolutely everything possible to help prevent the spread of the COVID-19 (Coronavirus).

The information in this mitigation plan serves to aid school administrators in the Tolleson Union High School District as we look to provide the best methods for protecting the health, safety, and well-being of our students, teachers, school staff, families, and the overall community as we prepare for educating students this fall.

The following links provide additional guidance and resources regarding the safe return to schools

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

<https://www.azed.gov/communications/2020/03/10/guidance-to-schools-on-covid-19/>

Preparing for a Safe Return to School in Fall 2020

It is critical that all administrators engage and encourage everyone in their school, both students and staff, to practice preventive behaviors as best they can to prevent the spread of the Coronavirus. These are the most important actions that will support all schools' safe reopening.

It is important for all District and school personnel to communicate, educate, and reinforce appropriate hygiene and social distancing practices for students, teachers, and staff. Our commitment to our community is as follows:

- TUHSD must maintain healthy environments (e.g., cleaning and disinfecting frequently touched surfaces).
- TUHSD must make decisions that take into account the level of community transmission.
- When appropriate to do so, TUHSD must be committed to repurposing unused or underutilized school (or community) spaces to increase classroom space, thereby facilitating the practice of social distancing.
- TUHSD will continue to develop ongoing channels of communication with state and local health departments to stay updated on COVID-19 transmission and responses in the local area, i.e. SW Valley, Phoenix, and Maricopa County.

Key considerations for TUHSD District and school administrators

- COVID-19 transmission rates in the immediate community and in the communities in which our students, teachers, and staff live
- Ensuring adequate supplies are easily available (e.g., soap, hand sanitizer, paper towels) to support healthy hygiene behavior
- Planning and preparing for when someone gets sick
- Posting [signage](#) promoting positive messaging about behaviors preventing the spread of COVID-19

Critical role of schools

Schools provide critical services that help to mitigate health disparities by providing school meal programs. Schools also provide social, physical, behavioral, and mental health services that are very much needed in our communities.

Furthermore, school closures disrupt the delivery of these critical services to children and families, and places additional economic and psychological stress on families.

Returning to school in fall 2020 poses new challenges for schools, including implementing mitigation measures (e.g., social distancing, cleaning and disinfecting, hand hygiene, and the use of cloth face coverings), addressing social, emotional, and mental health needs of students, addressing potential learning loss, and preparing for the probability of COVID-19 cases within the broader school community.

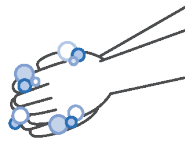
Background

COVID-19 can be spread by people who do not know they have the disease. Therefore, individuals should follow [healthy hygiene](#) practices, [stay at home when sick](#), practice [physical distancing](#) to lower the risk of spreading the disease, and use a [cloth face covering](#) in community settings when physical distancing cannot be maintained.

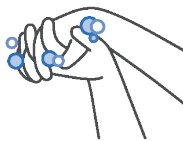
Remember to wash your hands for 20 second with soap and water and try not to touch your face.



1. Wet & Soap



2. Palms



3. Between Fingers



4. Back of Fingers



5. Thumbs



6. Fingernails



7. Wrists



8. Rinse & Dry



9. Use Towel to Turn Off Faucet & Open Door

TUHSD Mitigation Plan:

Promoting Behaviors and Steps that Reduce the Spread

Personal Behaviors

- [Wear a Cloth Face Mask](#)
- [Practice social Distancing](#)
- [Teach and reinforce hand hygiene and respiratory etiquette](#)
- Monitor Your Health Daily
- Stay home when [sick](#) or when you have had [close contact](#) with someone that has COVID-19

Watch for Symptoms

- Fever or chills
- Cough
- Shortness of breath/difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Watch for Symptoms

- Stay home except to get medical care
- Separate yourself from other people
- Monitor your symptoms
- Know when to seek medical attention
- Call ahead before visiting a doctor
- Wear a mask over your nose and mouth
- Cover your coughs and sneezes
- Clean your hands often
- Avoid sharing items
- Clean all “high-touch” surfaces everyday

TUHSD Mitigation Plan:

When *students* show COVID-19 symptoms at school

Advise Staff and Families of Sick Students of Home Isolation Criteria

Sick students should not return until they have met CDC's criteria to discontinue home isolation.

Isolate and Remove Students Who are Sick from the Campus

Make sure that families know that they or their student(s) should not come to school, and that they should notify school officials if they or their student(s) become sick with COVID-19 symptoms, test positive for COVID-19, or have been exposed to someone with COVID-19 symptoms or a confirmed or suspected case.

Immediately separate ***students*** with COVID-19 symptoms (such as fever, cough, or shortness of breath) at school. ***Students*** who are sick will have their Parent/Guardians or emergency contacts contacted and they will need to pick up the student and take them home or to a healthcare facility depending on how severe their symptoms are.

Identify an isolation room or area to separate ***students*** who have COVID-19 symptoms. School nurses should use standard and transmission-based precautions when caring for sick students.

TUHSD Mitigation Plan:

When *staff* show COVID-19 symptoms at school/worksite

Advise Staff and Families of Sick Students of Home Isolation Criteria

Sick staff should not return until they have met CDC's criteria to discontinue home isolation.

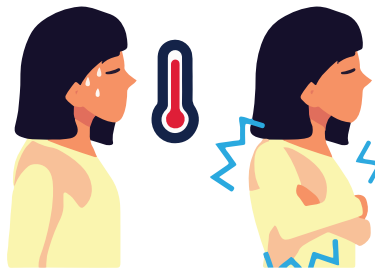
Isolate and Remove Staff Who are Sick from the Worksite

Make sure that **staff** know that they should not come to school, and that they should notify school officials if they become sick with COVID-19 symptoms, test positive for COVID-19, or have been exposed to someone with COVID-19 symptoms or a confirmed or suspected case.

Immediately separate **staff** with COVID-19 symptoms (such as fever, cough, or shortness of breath) at school. **Staff** who are sick should go directly home or to a healthcare facility depending on how severe their symptoms are after contacting their direct supervisor.



Cough, shortness of breath or difficulty breathing



Fever or chills



Muscle or body aches



Vomiting or diarrhea



New loss of taste or smell

Symptoms can range from mild to severe illness, and appear 2-14 days after you are exposed to the virus that causes COVID-19

Seek medical care immediately if someone has **emergency warning signs of COVID-19.**

- Trouble breathing
- Inability to wake or stay awake
- Persistent pain or pressure in the chest
- Bluish lips or face
- New confusion

This list is not all possible symptoms. Please call your healthcare provider for any other symptoms that are severe or concerning to you.

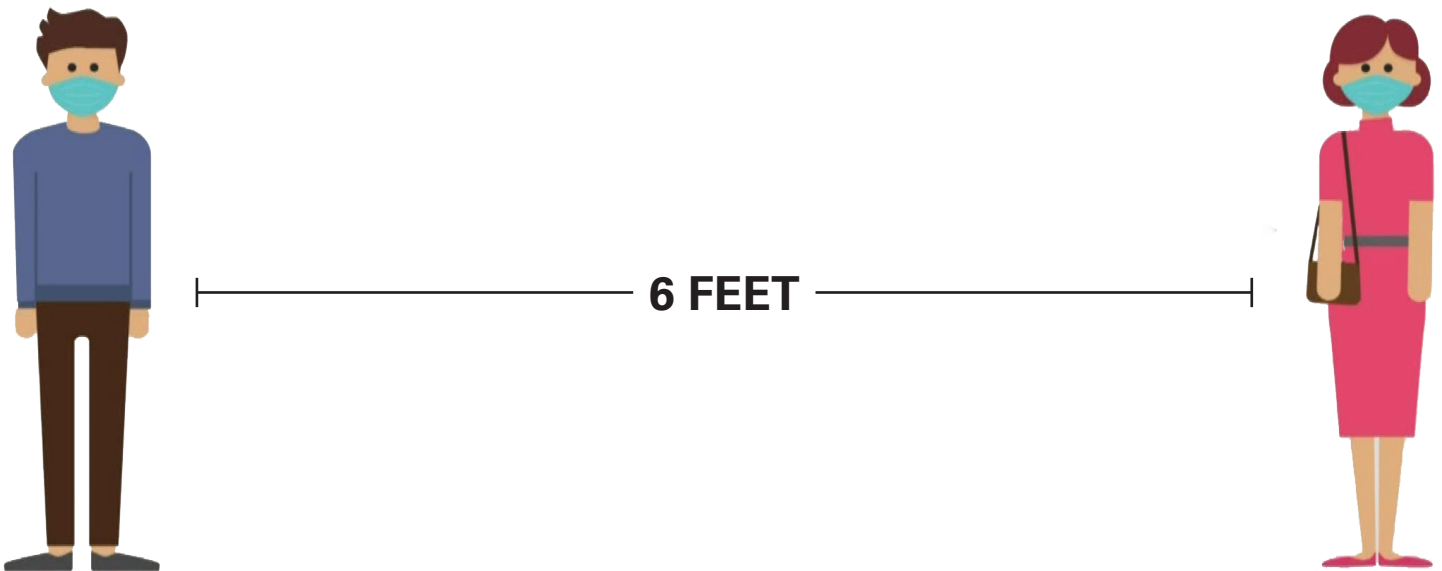
TUHSD Mitigation Plan:

Maintaining Healthy Environments

- Cleaning Protocols
 - [Cleaning and disinfecting](#) of frequently touched surfaces
 - Two dedicated sanitation staff per site
 - Evening Sanitation and Cleaning
 - Hand Sanitizer/Soap Widely Available
 - Every Classroom:
 - Hand Sanitizer
 - Disinfectant Wipes
- Proprietary Dashboard for Tracking/Projecting Personal Protective Equipment (PPE) and COVID-19 supplies
 - What to Order?
 - When to Order?
 - How Much to Order?
- Ensuring ventilation systems are operating properly with increased circulation of outdoor air
 - Regular changing of/upgrading HVAC filters
 - Regular preventative maintenance for electrical systems, plumbing and mechanical
- Ensuring all water systems are safe to use
 - Provide water bottle filling stations instead of water fountains
- Install barriers to support physical distancing for front office and reception areas at District Office and school front offices
 - Use of plexiglass for:
 - Desktop Trifolds
 - Freestanding Barriers
 - Front Office Staff
- Limit sharing of objects or clean and disinfect between use

TUHSD Mitigation Plan: COVID-19 Measures

- **Notification of contacts and those with possible exposure**
 - Inform employees who are well but who have a sick family member at home or who have otherwise had close contact with a person diagnosed with COVID-19, to stay home and self-monitor for symptoms, (check temperature twice a day, monitor for fever, cough, or short-ness of breath, or other [symptoms of COVID-19](#))
 - It is important to remember that anyone who has had close contact with someone with COVID-19 should stay home for 14 days after exposure based on the time it takes to develop illness
 - Avoid contact with people at higher risk for severe illness from COVID-19
 - Follow [CDC guidance](#) if symptoms develop



*Physical distancing helps to slow down or stop the spread of the COVID-19.
You can help by keeping 6-feet of space between you and others.*

TUHSD Mitigation Plan:

Maintaining Healthy Operations

- School site and TUHSD Administrators, in collaboration with Human Resources, will work with [higher risk staff](#) to provide alternative and/or remote work
- It is recommended that in order to [cope with stress](#), people should to take breaks from news and social media, exercise or get physical activity, take some time to unwind and connect with others
- The TUHSD health and wellness team will seek to continuously promote good coping strategies
- TUHSD Administrators and Supervisors will monitor absenteeism and create a back-up staffing plan accordingly
- Encourage people who share facilities to adhere to the District's mitigation strategies
- TUHSD will notify the surrounding community of any facility closures



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SUPERINTENDENT
Nora Gutierrez

TUHSD is committed to the safety of all in our community including our students, employees, and our students' families. TUHSD's mitigation plan is consistent with the Center for Disease Controls Interim Guidance, which can be found at <https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html>.

Tolleson Union High School District Administration will continue following the guidelines provided by local and state public health departments, the Arizona State Department of Education, and the Governor's Office, as well as the Centers for Disease Control and Prevention.

We want to thank the communities that we serve for their help in preventing the spread of COVID-19. TUHSD appreciates your understanding and cooperation. Our District and school leadership is committed to providing the best and safest school and work environment possible for all of our students, staff, and parents. As always during this pandemic, we will continue to monitor the CDC website for updates.

TUHSD COVID-19 Guidelines and Protocols

This is an emerging, rapidly evolving situation and TUHSD will provide updated information as it becomes available.