

TO BE POSTED ON DISTRICT WEBSITE AND CAMPUS BY START OF ONSITE SUPPORT SERVICES (AUG 17)

**Health and Safety**

**a. Promoting behaviors that reduce the spread of COVID-19**

Considerations	Action Plan
Hand Hygiene and Respiratory Etiquette	<ul style="list-style-type: none"> <li>• Frequent hand-washing and use of sanitizer will be strongly promoted.</li> <li>• Hand sanitizer and sanitizing wipes will be situated in all areas.</li> <li>• Guidance and signage will direct individuals to adhere to proper hygiene measures.</li> </ul>
Cloth Face Coverings	<ul style="list-style-type: none"> <li>• Disposable and cloth face coverings or face shields will be required of all persons, including, but not limited to, staff, students, vendors, visitors, and volunteers, who shall wear a cloth face covering or face shield while on any District property, in any District facility, at any District event, whether indoors or outdoors, and in any District vehicle, including District busses or vehicles rented or leased by the District.</li> <li>• Face shields may be an acceptable alternative to face coverings.</li> <li>• This requirement for face coverings will be in effect at least until ADHS determine face coverings are no longer necessary.</li> </ul>
Adequate Supplies	<ul style="list-style-type: none"> <li>• Large supplies of hand soap and sanitizer, sanitizing wipes, and disposable and washable face coverings have been procured and their use will be promoted.</li> </ul>
Signs and Messages	<ul style="list-style-type: none"> <li>• Signs will be posted in highly visible locations to promote everyday protective measures and how to stop the spread of germs.</li> <li>• Messages about behaviors that prevent the spread of COVID-19 will be communicated to staff and families via school website, emails, and robocalls.</li> </ul>

Screening for Symptoms	<ul style="list-style-type: none"> <li>• Parents, guardians, and students must be alert to COVID-19 symptoms and monitor for such.</li> <li>• STAY HOME WHEN SICK!</li> <li>• COVID-19 symptoms may present differently in children than in adults. For example, children are less likely than adults to have fever with COVID-19 and more likely to present with non-respiratory symptoms such as nausea and diarrhea. It is important to recognize many common illnesses have similar symptoms.</li> <li>• In an abundance of caution, any person experiencing symptoms should remain home.</li> <li>• Students should have their temperatures taken every morning and stay at home if at any time a temperature over 100.4 degrees is measured.</li> <li>• Parents and guardians must ensure that their students are free from COVID-19 symptoms before allowing them to enter school buses or any school facility.</li> <li>• Parents and guardians have an obligation to notify school officials if their child learns of any close contact with any individual who has been diagnosed with COVID-19.</li> </ul>
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**b. Maintaining Healthy Environments**

<b>Considerations</b>	<b>Action Plan</b>
Cleaning and Disinfection	<ul style="list-style-type: none"> <li>• Intensified/increased frequency of cleaning/surface sanitizing has been instituted both in school facilities and vehicles.</li> <li>• Classroom surface sanitizing both midday and at the end of the school/work day.</li> </ul>
Shared Objects	<ul style="list-style-type: none"> <li>• Educate staff and students regarding the sharing of objects.</li> <li>• Inform departments and ask for PO requests for additional <i>essential</i> supplies in order to avoid sharing.</li> </ul>
Ventilation	<ul style="list-style-type: none"> <li>• Regular inspection all HVAC return air systems is in place.</li> </ul>

Water Systems	<ul style="list-style-type: none"> <li>Water systems will be regularly flushed and water fountain usage will be limited. Signs will indicate bottle-filling only at each fountain.</li> </ul>
Physical Barriers and Guides	<ul style="list-style-type: none"> <li>Floor markings or stanchions used in reception areas; high school and district offices, front office aide station, cafeteria staging. Traffic will be limited and directed</li> </ul>

**c. Maintaining Healthy Operations**

<b>Considerations</b>	<b>Action Plan</b>
Regulatory Awareness	<ul style="list-style-type: none"> <li>Continued monitoring of state and local guidelines, recommendations and mandates.</li> </ul>
Gatherings, Visitors, and Field Trips	<ul style="list-style-type: none"> <li>Any school-sponsored gatherings will be limited to fewer than 50 individuals. Social media info on reducing visitors to campus and limiting frequency and duration of visits will be posted.</li> <li>NO field trips or out of town travel will be allowed until such time as local health authorities advise to the contrary.</li> <li>Parents and guardians will not be allowed to enter school facilities beyond designated drop-off and pick-up areas without prior arrangements.</li> </ul>
Designated Point of Contact	<ul style="list-style-type: none"> <li>Direct inquiries to Mike Westcott health and legal concerns, to Genie Gee for instructional school issues.</li> </ul>
Participation in Community Response Efforts	<ul style="list-style-type: none"> <li>Verde Valley school superintendents are coordinating similar responses to COVID-19 and school reopening strategies.</li> </ul>
Communication Systems	<ul style="list-style-type: none"> <li>Staff and families should self-report if they or their students have symptoms of COVID-19, a positive test for COVID-19, or were exposed to someone with COVID-19 within the last 14 days.</li> </ul>
Sharing Facilities	<ul style="list-style-type: none"> <li>Moratorium on facility use for non-school entities will continue.</li> </ul>

**d. Preparing for When Someone Gets Sick**

<b>Considerations</b>	<b>Action Plan</b>
<p>Advise Staff and Families regarding suspected infection with COVID-19 and follow-up protocols.</p>	<p>Much of this Plan includes guidance from the Centers for Disease Control (CDC) and the Arizona Department of Health Services (ADHS) documents; “<i>Safely Returning to In-Person Instruction</i>”, pages 10-11 and “<i>Release from Isolation and Quarantine Guidance</i>”. These documents are linked here:</p> <p><a href="https://www.azdhs.gov/documents/preparedness/epidemiology-disease-control/infectious-disease-epidemiology/novel-coronavirus/covid-19-safely-return-to-in-person-instruction.pdf">https://www.azdhs.gov/documents/preparedness/epidemiology-disease-control/infectious-disease-epidemiology/novel-coronavirus/covid-19-safely-return-to-in-person-instruction.pdf</a></p> <p><a href="https://www.azdhs.gov/documents/preparedness/epidemiology-disease-control/infectious-disease-epidemiology/novel-coronavirus/public-resources/release-from-isolation.pdf">https://www.azdhs.gov/documents/preparedness/epidemiology-disease-control/infectious-disease-epidemiology/novel-coronavirus/public-resources/release-from-isolation.pdf</a></p> <p>The home is the frontline for monitoring the health of our staff and students. Stay home if ill or exhibiting any COVID-19 symptoms*. Parents and guardians must take responsibility for ensuring the health of their students BEFORE they leave for school.</p> <p><b>Suspected COVID-19 Infection – Employee</b></p>
<p>Advise Staff and Families regarding suspected infection with COVID-19 and follow-up protocols, continued.</p>	<ol style="list-style-type: none"> <li>1. Immediately isolate the individual, if the individual remains in the workplace. Follow protocol for contact with someone who is ill, including removing them from the school environment safely and interacting with them with appropriate physical protective equipment (PPE).</li> <li>2. Report this instance of suspected COVID-19 exposure or infection to the immediate supervisor and human resources if an employee and the school principal</li> </ol>

if a student. The school will immediately contact a parent or guardian if the suspected exposure or infection is with a student. Confidentiality is an absolute requirement.

3. Begin to determine which other employees or students have had “close contact” with the individual so as to make informed decisions regarding next steps. The Center for Disease Control defines “close contact” as someone who was within six (6) feet of an infected person for at least 15 minutes starting from two (2) days before illness onset (or, for asymptomatic patients, two (2) days prior to specimen collection) until the time the patient is isolated. Only those who have had “close contact” should be notified of possible exposure and the notification will recommend that exposed individuals monitor their health and contact their health provider, and if symptoms develop, self-quarantine. <https://www.cdc.gov/coronavirus/2019-ncov/php/contact-tracing/contacttracing-plan/appendix.html#contact>.

4. Investigate the matter by telephonically interviewing the individual if they have left the site.

5. The district is obligated to record cases of COVID-19 as an occupational illness pursuant to 29 CFR Part 1904. OSHA has released revised guidance on May 19, 2020 regarding the limited investigation that employers must conduct in order to make a reasonable determination of whether the illness is work related. The district is not required to undertake extensive medical inquiry but must ask the employee how he or she believes they contracted COVID-19, discuss outside activities, and review work environment. The guidance provides examples of when it may be reasonable to determine that the illness was contracted at work: <https://www.osha.gov/memos/2020-05-19/revised-enforcement-guidance-recording-cases-coronavirus-disease-2019-covid-19>

6. Employees or students who have developed COVID-19 symptoms or have had a positive COVID-19 test result may not return to the site until they have met the CDC or State/County Health department's guidelines at that moment in time. Because guidelines in this area change regularly, describing the steps that will be taken would not be prudent.

*\*COVID-19 Symptoms include:*

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

#### **Suspected COVID-19 Infection – Student or Parent**

1. Follow protocol re: isolation and transport of student, if at school: If a student develops COVID-19 symptoms at school, separate the student from all other students and staff, with the exception of one staff member to supervise the student. This staff member will wear PPE or a cloth face covering and will maintain a distance of at least 6 feet from the students at all times, unless there is an emergency. Staff will immediately notify a parent or emergency contact to pick up the student and will call 911 if the student appears to be in medical distress.

2. Attempt to communicate with the parent. The district may call the parent to discuss possible exposure. If they are not reachable or decline to discuss the matter, cease all investigations and operate under the presumption that there is a possible COVID-19 exposure.

	<p>3. Assess possible exposure.</p> <ul style="list-style-type: none"> <li>• Assess who may have had contact with the individual or their family in the two days prior to symptom onset; and</li> <li>• Assess which district sites may need to be sanitized or temporarily closed. See Industrial Hygiene section for more information.</li> </ul> <p>4. Determine who should receive notice of potential COVID-19 exposure. See next section on Reporting and Notification for more information.</p>
Staff or student becomes ill during school day	Adhere to isolation/transport protocol, if necessary, use isolation space adjacent to nurse's office. Arrange for staff or student member to go home ASAP.
Clean and Disinfect	Notify custodial staff regarding areas which may need to be closed for 24 hours. Plan to move classes if impacted.
Notify Health Officials and Close Contacts	We have and are cooperating with county health services on strategies for sharing information.