2021-22 Safety Protocols

GENERAL OVERVIEW

● The Windham School District will begin for Staff on Monday, August 30th and Tuesday, August 31st. The official start date for students will be Wednesday, September 1, 2021, 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.
  ○ The district will require students to follow our transportation provider’s (STA and Durham Transportation Services) COVID-19 guidelines set in place by their task force.
  ○ HVAC ventilation filters will be changed quarterly in all school facilities.
  ○ All students in grades K-12 will have the option to wear face coverings while in school or in school facilities.
  ○ Hand-sanitizing and hand-washing will be encouraged throughout the school day.
  ○ Per the Department of Environmental Services (DES) guidelines, bottled water will be available for all students as needed in our schools.

DAILY SELF-CHECK

● Parents are asked to assess their children before leaving home and to contact their schools if symptoms develop.
● 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 coming to work. Thermometers will be available in each nurse’s office if needed.
● 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 must stay home, immediately notify the Director of Human Resources, 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

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- Fatigue
- Muscle or body aches
- Headache
- Sore throat
- Runny nose/congestion
- New loss of taste or smell
- Nausea or vomiting
- Diarrhea

- **Unvaccinated** Contact Tracing and Close Contact Definition:
  - Contact tracing, isolation, and quarantine will continue with NH DHHS guidance as needed.
  - 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;
    - Within 6 feet for at least 15 minutes (in an **uncontrolled** setting) or 3 feet for 10 minutes (in a **controlled** setting) of a person who has tested positive for COVID-19;
    - Close contacts are at increased risk of infection.
    - 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.

- If staff or students are fully vaccinated (14 days post second dose of vaccine), they are not required to quarantine.

**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.
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- Tissues and touchless trash receptacles are available throughout the school.
- Promptly dispose of any used tissues and immediately wash or sanitize your hands.
- Employees should avoid using other employees’ phones, desks, or other work tools and equipment when possible, unless the equipment has been sanitized.

COMMONLY-USED ITEMS

- Commonly-used items (such as coffee machines, water coolers, refrigerators, microwave ovens, copy machines, conference room telephones, etc.) are recommended to be cleaned by the individual employee after each use.
- Approved disinfectants effective against SARS-CoV-2 and disposable towels will be available as needed throughout the facility for employees to clean work surfaces that they use.
- 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.

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