

Middleton School District

Stay Open Plan



Task Force Report

Adopted As Reopen Plan on August 3, 2020
Updated: 01.21.21, 05.10.21, 08.27.21, 09.15.21, 12.08.21, 01.12.22

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HEALTH AND SAFETY

Symptoms Checklist for Staff and Students

- Staff and families should familiarize themselves with symptoms of COVID-19 including symptoms of Multisystem Inflammatory Syndrome in Children (MIS-C) associated with COVID-19: <https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/children/mis-c.html>
- Any student/staff experiencing symptoms, whether witnessed by a staff member or reported by the student/staff, should be sent to a designated room for the nurse's assessment and recommended action. These symptoms include: any acute upper respiratory illness, such as runny nose, sore throat, sinus congestion, cough, shortness of breath, or any muscle aches, chills, new loss of taste or smell, unexplained headache or fatigue.
- The school nurse should record the symptomatic person's temperature and perform a brief assessment of the person's complaints or symptoms (this becomes important for the purposes of a public health investigation if the person is confirmed to have COVID-19). Any brief assessment can be performed with the nurse wearing a surgical face mask and eye protection. If the school nurse needs to be in close contact with the individual (within 6 feet), they should have personal protective equipment (PPE) on hand and use it as indicated. See NH Division of Public Health Services (DPHS) guidance for the most up-to-date recommendations for healthcare providers.
- Person(s) with any new or unexplained COVID-19 symptoms (even if only mild symptoms), those who report household contact with someone suspected or confirmed with COVID-19, or those reporting travel risk factors should not be allowed into the transportation vehicle or facility.
- Symptomatic persons should be instructed to contact their health care provider to be tested for COVID-19 and self-isolate at home. If the individual arrives at an education facility and appears acutely ill and needs to be seen by a medical provider, contact the parent or guardian to have the student picked up.
- If the individual requires immediate medical care, call 911 for an ambulance and inform emergency medical services about the individual's symptoms.
- School Nurses may call NH DPHS at 603-271-4496 for additional guidance.

Sources:

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

<https://www.covidguidance.nh.gov/sites/g/files/ehbemt381/files/inline-documents/sonh/k-12-back-to-school.pdf>

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<https://www.dhhs.nh.gov/dphs/cdcs/covid19/documents/school-childcare-toolkit-2021-2022.pdf>

Confirmed Exposure to COVID-19

Isolate: those who have tested positive for COVID or those who are sick with symptoms and awaiting testing. Everyone, regardless of vaccination, should isolate for 5 days and then wear a well-fitted face mask for an additional 5 days when around other people at home or in public locations.

Confirmed Positive for COVID-19

Quarantine: those who are a household contact and are unvaccinated or who are not “up to date” on receiving all recommended COVID-10 vaccine doses (including booster shot) should quarantine for 5 days and then wear a well-fitted face mask for an additional 5 days when around other people at home or in public locations. Household contacts with up-to-date vaccines (including booster shot) do not need to quarantine. Our schools will treat everyone as unvaccinated unless families voluntarily provide the school with their vaccination status.

Monitor for symptoms. Take your temperature twice a day for 14 days after your last exposure (even if you end your quarantine after 5 days), and take your temperature anytime you feel like you might have a fever. Monitor yourself for other potential symptoms of COVID-19 such as respiratory illness (cough, sore throat, runny nose, shortness of breath), body symptoms (fatigue, chills, muscle aches), change in taste or smell, nausea, vomiting or diarrhea, even after you end your quarantine. If you develop any symptoms of COVID-19 seek medical advice and get tested (call ahead and tell them you were recently exposed to someone with COVID-19 and have symptoms).

Asymptomatic Persons with known EXPOSURE or at RISK TRAVEL. Persons identified as a risk due to household contact to a person diagnosed with COVID 19 or international or cruise ship travel cannot return to school until the following conditions have been met:

Unvaccinated Students or Staff

- a. Stay home and quarantine for 10 days since exposure.
- b. Monitor for symptoms and seek medical advice if you have symptoms (even mild ones).

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- c. It is recommended that persons in quarantine for exposure have PCR test 5-7 days after exposure. Persons in quarantine for international or cruise ship travel have PCR test at day 6-7 and may end quarantine at day 8 if test is negative.

Vaccinated Students or Staff

- a. Should be tested with a PCR test 3-5 days after exposure and/or travel.
- b. Wear a mask indoors for 14 days
- c. Monitor for symptoms and seek medical advice if you have symptoms.

Behaviors that Reduce the Spread

COVID-19 is mostly spread by respiratory droplets released when people talk, cough, or sneeze. Therefore, personal preventive practices such as handwashing and environmental cleaning and disinfecting are important behaviors to practice on a regular basis.

Sanitizer Stations

Hand sanitizing stations will be in close proximity to each classroom. Each classroom will have hand sanitizer available.

Washing your hands with soap and water is the best way to get rid of germs in most situations; however, soap and water are not always available. In those cases, an alcohol (60%) based hand sanitizer can be used to help reduce germs.

Rub the hand sanitizer all over the surfaces of your hands and through the fingers until your hands and fingers are dry. This should take about 20 seconds.

Use soap and water if your hands are visibly dirty or greasy; do not use hand sanitizer.

Source: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>

Hand Hygiene and Respiratory Etiquette

Staff and students are encouraged to cover coughs and sneezes with a tissue and wash hands (or sanitize) immediately afterwards. If tissues are unavailable, the appropriate action is to sneeze or cough into your elbow.

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Staff members and students will be trained in proper handwashing and students will be reminded several times a day to wash or sanitize hands. There is a link to a video for you to view on proper handwashing just click:

[Handwashing Link](#)

Handwashing is extremely important. It is one of the best ways to keep all of us from getting sick. Germs can spread from other people and surfaces when you:

- Touch your eyes, nose, and mouth with unwashed hands.
- Prepare or eat food or drink with unwashed hands.
- Touch a contaminated surface or object.
- Blow your nose, cough, or sneeze into your hands and then touch objects or other people's hands.

The key times for students and staff to wash their hands while in school are:

- Before, during and after preparing food.
- Before eating food.
- After using the toilet.
- After blowing your nose, coughing or sneezing (use tissues when coughing or sneezing or cough or sneeze into the elbow).
- After you have touched a surface area that has been touched by many individuals, like a door handle, computer keyboard, etc.

Follow the following 5 steps in order to ensure the correct technique for hand washing:

1. Wet your hands with clean, running water (warm or cold), and apply soap.
2. Lather your hands by rubbing them together with soap, back and forth, between the fingers, under the nails (if possible).
3. Scrub your hands for at least 20 seconds. Need a timer? Hum the "Happy Birthday" song twice from beginning to end.
4. Rinse your hands well under clean, running water.
5. Dry your hands using a paper towel

Each bathroom throughout the district will have posters posted reminding students and staff of the proper technique to wash hands. Every other urinal will be designated for use in order to keep proper distancing. Only sinks the appropriate distance apart will be available for use.

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Source: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>

Mask Wearing Expectations

[Recent studies](#) show that a significant portion of individuals with COVID-19 lack symptoms (are “asymptomatic”) and that even those who eventually develop symptoms (are “pre-symptomatic”) can transmit the virus to others before showing symptoms.

To reduce the spread of COVID-19, CDC recommends that people wear cloth face coverings in public settings when around people outside of their household, especially when other [social distancing](#) measures are difficult to maintain.

Source: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html#recent-studies>

Masks are another layer of protection for all of us against the virus and will be required when there are five positive COVID cases at Middleton Elementary School. After ten calendar days from the last positive case, if there are no new positive cases, on the eleventh day masks will be optional again. Per CDC Order 361, masks are required on school transportation at all times. All students are expected to come to the bus wearing a mask. The school will have extra masks available; however, students should come to school with one. During a mask mandate wearing face coverings or masks will be a requirement for both staff and students. Meal times and snack times will be a time when students can take the mask off with the proper social distancing in place. Teachers may also determine when a short mask wearing break is appropriate. The teacher may also determine whether or not a mask break is appropriate outdoors when the students are practicing physical distancing. In order to be effective the mask must cover the nose and mouth. If the mask is a cloth mask, it should be washed after being used. It should fit snugly but comfortably against the side of the face.

Source: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>

Signs will be posted at visible locations (entrances, hallways) reminding students and staff about this safety protocol.

What Constitutes a Mask

- Well secured multilayered paper or cloth that covers the mouth and nose
 - Securement is defined as remaining in place on its own by:
 - Wrapping around the face and head or
 - Tying behind the head or
 - Having elastic loops or ties behind the ears

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- Should not have holes
 - No exhalation valves
 - No rips or tears
 - Not made of a material with holes or transparent material
- Should be able to be removed without touching the face or area of the mask in front of the mouth or nose
- Each day should be started with a clean mask

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Face-Coverings-Guidance.aspx>

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/about-face-coverings.html>

<https://www1.nyc.gov/assets/doh/downloads/pdf/imm/covid-19-face-covering-faq.pdf>

Physical Distancing Expectations

Social distancing also called “physical distancing,” means keeping a safe space between yourself and other people who are not from your household. Classrooms will be arranged to minimize close contact (i.e., maximize physical distance) between students. Individual chairs/desks/tables will be arranged so that, where and when possible, students are spaced 3 feet apart with the goal of creating the maximum distance possible between desks. Social distancing will be practiced in combination with other everyday preventive actions to reduce the spread of COVID-19, including avoiding touching your face with unwashed hands, and frequently washing your hands with soap and water for at least 20 seconds.

Classroom Distance and Cleaning/Disinfecting

Individuals in the classroom will be 3 feet apart whenever possible. Student and staff groupings are as static as possible by having the same group of children stay with the same staff as much as possible. Students will have assigned seats.

On the playground students should stay at least 3 or more feet apart. Students should use the playground in their cohort group. Classes may be taught outdoors when feasible. Inside the classroom students will be required to remain seated as opposed to working in groups close together when feasible. Activities that combine cohort groups, for example classes or grade levels, will be limited whenever possible.

Touched surfaces will be cleaned as needed and at least once daily.

The custodial staff will maintain a clean and sanitized environment for our students.

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Care of Materials

COVID-19 is mostly spread by respiratory droplets released when people talk, cough, or sneeze. It is thought that the virus may spread to hands from a contaminated surface and then to the nose or mouth, causing infection. Therefore, consistent cleaning and disinfecting of materials on a regular basis are important. Teachers are discouraged from using materials that cannot be easily washed.

Teachers and staff will limit the number of shared items (art supplies, toys, games, gym equipment) that students use. To minimize the sharing of items, those that can be purchased for individual students will be supplied (crayons and markers for example). Each student has been issued a laptop to use for the school year.

Student desks/tables and chairs will be wiped down between classes when needed. Items that are difficult to clean between uses will not be used. Each child's belongings will be kept separate from others' in a separate cubby, container or area.

Physical Education and Gym Area

- Outdoor activities will be encouraged to improve physical distancing and increase availability of fresh air.
- Physical distancing will be increased to 8 to 10 ft. for activities that increase respiratory effort.
- Locker Room Use
 - Locker room facilities can be used for changing clothes, showering, and toileting.
 - Alcohol-based hand sanitizer will be made available at entrances to locker rooms and changing facilities.
 - Wear reusable/washable cloth face coverings over their nose and mouth when inside the facility and not actively engaged in workout.
 - Lockers will be assigned apart with distancing in mind as physical distancing will be an expectation in the locker room also.

Playgrounds and Fields

Increase time outside when possible. If multiple groups are outside at the same time they will have a minimum of open space between door and play areas or visit these areas in shifts so that they are not congregating. Always ensure hand hygiene for staff and children immediately after outdoor play. When physical education activities or recess are held indoors, distancing should be maximized 8 to 10 feet or as much as possible (and masks should be properly worn).

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Sports

No masks will be required outdoors for spectators or athletes. Masks will be required for indoor sports for participating athletes and spectators. However, 3 foot social distancing will be in effect for spectators and whenever possible for athletes. COVID-19 screening will be in place for practices and athletic events.

Field Trips and Off-site Activities

Field trips are determined on a case-by-case basis at this time. If a class has an off-site outdoor activity related to their curriculum, permission for an exception should be requested through the Superintendent. Some virtual activities and events will occur in lieu of field trips, student assemblies, special performances, school-wide parent meetings, and spirit nights. Mitigation strategies will be in effect for those activities that are held.

Visitors to the School

Visitors to the school will be required to make an appointment. Meetings will be held virtually whenever appropriate. Essential service providers, such as vendors, repair service staff, etc., if intending to enter a school, will be required to complete the COVID-19 symptoms checklist and be free of symptoms in order to enter any of the buildings in the District. Likewise members of the public in any school building will be expected to be symptom free and follow the District's requirements for mask wearing and social distancing.

[Visitors Guidance is Located Under Physical Distancing](#) - Source CDC

Professional Development

Professional development resources will be provided for new staff in the areas of infectious disease transmission, COVID-19 symptoms, the staff/student screening processes, proper wearing of masks, and social distancing. Some of this information is provided for parents and teachers in this document.

[Professional Development Slide Show](#)

Social Emotional Learning

Social Emotional Learning has been an ongoing priority for Middleton and GWRSD, with professional development and resources put in place throughout the District prior to the pandemic. The continued integration of tools and resources gave a strong foundation on which to build from March 2020 forward.

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There are a variety of resources are used at the elementary level to support social-emotional learning. These include, but are not limited to: Toolbox, Responsive Classroom, Zones of Regulation, Trauma-Informed Systems and Responses, Restorative Practices, and Everyday SEL for Elementary Schools. The middle school has incorporated Ripple Journals in their advisories, which is a resource supported by the NHDOE's Bureau of School Wellness. The Ripple Journals are a social-emotional learning tool as well as a wellness curriculum. The high school offers support for drug and alcohol prevention as well as community resources and supports for students and families.

Fact Sheets for Families and Teachers

[Symptoms of COVID-19](#)

Source - CDC

[Wearing a Mask](#)

Source - NH Department of Health and Human Services

[Using Personal Protective Equipment \(PPE\)](#)

Source - CDC

[Handwashing/Hand Sanitizing Poster](#)

Source - CDC

[Talking with Children about COVID-19](#)

Source - CDC

[Things to Know About COVID-19 to Protect Yourself and Others](#)

Source - CDC

[Teaching Children to Wear Masks](#)

Source - CDC

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Communication Plan

The communication team comprises SAU administrators and school principals. Each school principal also has a crisis team within the school which will be meeting as needed to discuss COVID-19 related issues and topics. We are fortunate to have a districtwide phone messaging system that reaches all families and staff members that is used for emergencies and important messages. Important COVID-19 related information needing to be conveyed on an immediate basis will be communicated through this system. Updates will also be provided to parents and staff by the Superintendent of Schools and the school principals as important information becomes available. Specific classroom related information will be conveyed by the teachers.

The District will provide information to parents and staff members regarding COVID-19 symptoms, information regarding when to keep a child home from school, proper handwashing, social distancing, and the proper donning and doffing of masks.

The school nurse will be responsible for documenting, reporting to, and coordinating with public health officials to respond to any suspected or confirmed cases of COVID-19. This information will be conveyed to the school principal and Superintendent of Schools as soon as possible. As stated earlier, families and staff will be notified if a staff member or student is diagnosed with COVID-19, following the proper procedures to protect the privacy of these individuals. In consultation with DHHS, if a staff member or student is diagnosed with COVID-19 the State requires these individuals quarantine or isolate for the recommended time frame. Every attempt will be made to keep school open full-time in-person. The status of transmission in Carroll County will be reported weekly.

The vehicles for communication include SchoolMessenger, the District and school websites, email, Facebook (for schools who have a Facebook page), local television, and video messages.

FOOD SERVICE

All new food service staff members will complete all required District professional development prior to the start of the school year including a review of hygiene procedures pertaining to the food service. Work spaces will be 6 feet apart and employees will wear a mask and gloves.

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Students at each level are welcome to bring their own meals as an extra precaution; however, meals will be provided to all students who choose to have breakfast and lunch provided by the school. At the elementary school, all meals will be served with students 3-6 feet or more apart whenever possible.

Arrangements will be made to reduce the number of students in the cafeteria, the gym at any given time as much as possible. Cohort groups will be scheduled for the cafeteria whenever possible. Tables will be arranged to ensure social distancing and will be cleaned and disinfected between lunches. There are symbols on the floor to ensure students remain separated, and there will be one-way routes for exit and entry into the cafeteria. Students will have a choice of meals. Students will be asked to wash or sanitize their hands before and after lunch.

In order to minimize the risk of contamination, water fountains will be closed. Students will be expected to bring their own water bottles to school. Water stations will be available at school.

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Disinfecting and Cleaning Procedures

The District follows a comprehensive and aggressive cleaning and disinfecting program. Our custodians and school staff take great pride and care in providing a clean, healthy learning environment for the students in our school. To achieve this goal during the COVID-19 pandemic the CDC cleaning and sanitizing procedures are in place to ensure we are doing our very best to keep our school clean and safe for our students and staff.

Specialized Cleaning

All classrooms, offices, and used spaces

Classroom teachers and students will have sanitizer available for hand and for touch surfaces to use as needed. The day custodian will clean and disinfect the building (e.g., cafeteria, lecture halls, restrooms, hallways, lobbies, main entrances and other similar locations). The night custodians will clean the classrooms and all other spaces on a nightly basis. Rooms with carpet will have the carpets washed on an as needed basis.

Restrooms

Restrooms will be checked and cleaned throughout the school day as well as on a nightly basis. Paper towels will be used for drying hands. Blow dryers will be turned off to prevent the spreading of any infected moisture.

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Touch Surfaces

All high touch surfaces, such as door knobs, light switches, countertops, handles, desks, phone, and faucets, will be disinfected routinely.

Water Fountains

Water fountains will remain out of operation until such time as it is deemed safe to turn them on. During the time the fountains are not in operation they will be cleaned and sanitized daily. Students will be provided with water stations.

Heating Ventilation and Cooling

Research has found that air ventilation can serve to dilute the coronavirus. While school is in session the heating, ventilation, and cooling system will be programmed for air exchange throughout the day.

Daily Routines

In addition to the procedures listed above the custodians are performing their regular daily and nightly cleaning including snow removal during winter months and other non-cleaning responsibilities.

Laundry

Employees who handle contaminated laundry are to wear protective gloves and other appropriate personal protective equipment to prevent exposure and utilize other universal precautions during and after handling.

- Contaminated laundry shall be handled as little as possible with a minimum of agitation.
- Do not sort/rinse laundry in location of use.
- Place the laundry in the container/bag where it was used.
- Wet, contaminated laundry, which may soak through, or cause leakage from bag or container, will be placed and transported in bags or containers that prevent soak-through and/or leakage of fluids to the exterior.

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Cleaning and Disinfecting After Reported Case of COVID-19

In the event of a reported case of COVID-19 air ventilation will be increased. When possible, outside windows and doors shall be opened, and fans will be used to provide proper air ventilation. All areas and items used by the person who is sick will be cleaned and disinfected.

Methods of Implementation and Control

Universal Precautions

All employees will utilize Universal Precautions. All blood and other potentially infectious materials (OPIM) will be handled as if contaminated.

Handwashing and other workplace controls

Handwashing is a primary infection control measure which protects both the employee and the student. Appropriate hand washing shall be diligently practiced.

Employees shall wash hands thoroughly using soap and water whenever hands become contaminated and as soon as possible after removing gloves or other personal protective equipment.

When other skin areas or mucous membranes come in contact with blood or other potentially infectious materials, the skin shall be washed with soap and water. Mucous membranes shall be flushed with water as soon as possible.

Handwashing facilities with antiseptic soap are present in all restrooms and throughout the school. Instant hand sanitizer is located in various areas of our school for use when hand washing facilities are not available.

Eating, drinking, applying cosmetics or lip balm, and handling contact lenses are prohibited in work areas where there is a reasonable likelihood of exposure.

Food and drink shall not be kept in refrigerators, freezers, shelves, cabinets or on countertops or benchtops where blood or other potentially infectious materials are present.

Mouth pipetting potentially infectious material is prohibited.

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Employees shall use practices to minimize splashing, spraying, spattering, and generation of droplets during procedures involving blood or other potentially infectious materials.

Personal Protective Equipment (PPE)

General Guidelines

Potentially infectious materials of all persons must be considered potentially hazardous. Direct skin contact with all bodily fluids should be avoided.

Employees shall wear personal protective equipment (PPE) when performing procedures in which exposure to the skin, eyes, mouth, or other mucous membranes is anticipated.

The articles to be worn will depend on the expected exposure. Hypoallergenic gloves, gowns, face shields, masks and eye protection are located in the custodial supplies storage room.

If a garment is penetrated by blood or other potentially infectious material, the garment shall be removed as soon as possible and placed in a designated container for laundering or disposal. All personal protective equipment shall be removed before leaving the work areas; it shall be placed in assigned containers for storage, washing, decontamination or disposal.

Protection for Hands

- Gloves shall be worn when it is reasonably anticipated that hands will come into contact with blood or other potentially infectious materials.
- Employees shall inspect gloves for holes, punctures and tears before use.
- All disposable gloves shall be properly disposed of after use. They are not to be reused.
- If the gloves protective barrier has become compromised, the glove shall be removed and properly disposed of and new gloves shall be used.
- Utility gloves can be reused if decontaminated, but must be discarded if cracked, discolored, punctured or showing any signs of deterioration.

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Protection for Eyes/ Nose/ Mouth

- Masks and social distancing shall be in effect for custodians.
- Employees shall wear masks in combination with eye protection devices (goggles or glasses with solid side shields) or chin-length face shields whenever splashes, spray, spatter, or droplets of blood or other potentially infectious materials may be generated and eye, nose, or mouth contamination can be reasonably anticipated.

Playgrounds

According to the CDC, outdoor areas such as playgrounds and parks require normal cleaning but do not require disinfection. However, high touch surfaces made of plastic or metal, such grab bars and railings, will be cleaned routinely.

Training

In addition to the annual training, new custodial and maintenance staff will complete training in the following areas: Infectious Disease, COVID-19 Symptoms, Mask Donning and Doffing, and Social Distancing.

Approved Cleaning Chemicals for Disinfecting

Disinfectants

- Hyperfect and Contact 256
 - Hospital grade broad spectrum disinfectant
 - Effective against human coronavirus
 - Health Rating: 1
 - Dwell Time: 10 minutes
 - Green Seal certified
 - Used in spray bottles, electrostatic sprayers, pump sprayers, buckets and mop buckets
- Pathos II Disinfectant wipes
 - Hospital grade broad spectrum disinfectant
 - Effective against human coronavirus
 - Health Rating: 1
 - Dwell Time: 4 minutes
 - Pre-moistened disposable towels

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- Other disinfectant wipes, such as Clorox Wipes may be used
 - Health Rating: Varies depending on product
 - Dwell Time: Typically 10 minutes, however most surfaces when wiped with disinfecting wipes tend to dry in less than 10 minutes making it difficult to ensure proper dwell time. If possible use Pathos wipes.

Non-Approved Disinfectants

- Bleach
- Any household spray or liquid chemicals. Please use chemicals provided by the District. All chemicals used within our school require SDS Sheets. All spray bottles and other containers containing chemicals must have labels that adhere to OSHA requirements.
- Lysol
- Disinfectants in aerosol spray cans may contain known carcinogens and should not be used.

Alternative Disinfection Methods

- The efficacy of alternative disinfection methods, such as ultrasonic waves, high intensity UV radiation, and LED blue light against COVID-19 virus is not known.
 - The EPA does not routinely review the safety or efficacy of pesticidal devices, such as UV lights, LED lights, or ultrasonic devices. Therefore, the EPA cannot confirm whether, or under what circumstances, such products might be effective against the spread of COVID-19.
- The CDC does not recommend the use of sanitizing tunnels. There is no evidence that they are effective in reducing the spread of COVID-19. Chemicals used in sanitizing tunnels could cause skin, eye, or respiratory irritation or damage.
- The CDC only recommends use of the [surface disinfectants identified on List N](#) against the virus that causes COVID-19.

TRANSPORTATION

All parents that are able to provide transportation are asked to provide transportation to and from school. This will allow us to get all students who have no other transportation options to school safely.

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New bus drivers will complete all required District professional development prior to the start of the school year. Drivers will wear face coverings while students are aboard. Masks, shields and gloves will be available for the drivers' use.

All students will be seated as far apart as possible. Upon arriving at the bus stop, students will enter the bus and sit in their assigned seats. When loading the buses, students will move to the back seats first. When the students are ready to leave the bus, the students in the front of the bus will exit first. When students enter or exit the bus they must keep a 3-foot physical distance from others. Students will enter and exit the bus one by one.

Staff members monitoring pick-up and drop off will be requiring that students be physically distanced by at least 3 feet. Parents and students will be instructed to maintain at least 3 feet of physical distancing at bus stops while loading and unloading the buses.

The CDC requires all passengers on public transportation, including school buses, to wear masks. Students will be required to wear a mask on the school bus. Children will be expected to come to the bus wearing a mask. Additional masks will be kept on the bus should a student need one for any reason. All bus drivers will wear a cloth face covering (mask) at all times while students are on the bus or while students are exiting and entering the bus, as detailed above.

Parents will be asked to have their children wash their hands before boarding the bus; however, hand sanitizer will be available on the bus if needed.

Bus drivers will keep an attendance record of who has ridden the bus each day. All the buses will be cleaned daily.