

## 509J Safety Procedures During COVID-19

**Goal: Ensuring the health and safety of our students, staff, and families.**

### Key Practices for Reducing Spread of COVID-19: [Ready Schools, Safe Learners Resiliency Framework](#)

- Maintain physical distancing indoors
- Use face coverings
- Use personal protective equipment when indicated
- Increase hand hygiene
- Be prepared to isolate and quarantine at the first sign of illness or exposure
- Regularly clean and disinfect facilities in the environment
- Maximize airflow and ventilation

### Classroom Space:

- Rearrange student desks and other seat spaces so that students' physical bodies are three feet apart where feasible.
- Staff should remain 6 feet from students where feasible.
- Assign seating so students are in the **same seat** at all times (maintain seating charts for contact tracing)
- Face coverings are required at all times for indoor settings K-12
  - Outside activities do not require face masks during the regular school day. **EXCEPTION:** Outside activities do require face masks when done at Warm Springs K-8 Academy.
  - Group mask breaks or full classroom mask breaks are best done outdoors when students can safely distance.
  - Accommodations for medical needs or disability may be necessary
- No shared supplies
- Student personal property should be labeled and limited to the use of the owner
- Frequent handwashing
- Use of water fountains as refill stations only, encourage students to bring labeled water bottle
- Cover coughs and sneezes with an elbow or tissue
- Keep windows open or cracked when possible for ventilation
- HVAC systems in all schools have been set to **circulate 25% outside air** during school hours pending heat and smoke. (6:30 a.m. - 5 p.m.) This means pulling outside air into the HVAC system to replace the inside air.
- Inside hall doors should remain open at all times, unless there is a safety concern
- Transparent barriers may be utilized, and face covering are still required
- **Disinfect** surfaces frequently (desks, doorknobs, pencil sharpeners, etc.)
- Visitors are allowed in the main office area. Visitors providing educational opportunities (student teachers, practicums, guest speakers) are limited to classroom visits; each school may designate a workspace for volunteer assistance away from the classrooms.

### Playgrounds & Physical Education:

- Maintain physical distancing requirements of 3 feet
- Face coverings must be worn indoors
- Face coverings are not required outdoors. **EXCEPTION:** Face coverings are required outdoors when at Warm Springs K-8 Academy.
- Before and after using playground equipment, students must wash hands or utilize hand sanitizer
- Clean and disinfect equipment before and after each use
- When possible, use outdoor spaces for instruction

### Music & Band

- Face coverings required for music, choir, and band
- Face coverings maybe removed for playing an instrument with a mouth piece with 6 feet distancing

### Resources:

[JCSJ Communicable Disease Plan](#)

[JCSJ Workplace Safety Communication Reporting Form](#)

[CDC Videos on COVID-19](#)

[CDC Print Resources](#)

Designated School Point Person: School Principal