

frequent hand washing and to minimize congregating in bathrooms.

Hand Sanitizing:

1. Staff and students will be taught proper hand sanitizing techniques of rubbing sanitizer into hands until completely dry.
2. Sanitizing stations will be clearly marked around campus inside and out for easy and frequent access.
3. When practicable, sanitizer will be 70%+ ethyl alcohol-based and fragrance-free.
4. Young children will be supervised when using hand sanitizer to ensure proper and safe use.
5. Hand washing is preferred over hand sanitizing.

- X **Identification and Tracing of Contacts:** Actions that staff will take when there is a confirmed case. Confirm that the school(s) have designated staff persons to support contact tracing, such as creation and submission of lists of exposed students and staff to the local health department and notification of exposed persons. Each school must designate a person for the local health department to contact about COVID-19.

The Office Manager is responsible for managing any contact tracing in the event of a confirmed case. In the case of a confirmed case, the individual will be interviewed to find out if anyone was within 6' of distance for a period greater than 15 minutes, with or without a mask. If so, those close contacts will be interviewed and it will be determined if the individual will have to quarantine and for how long. The School Nurse will be immediately notified as will the local public health agency.

- X **Physical Distancing:** How space and routines will be arranged to allow for physical distancing of students and staff.

Classrooms are arranged so students remain 6' apart whenever practicable. All extra furniture and items have been moved out of the classrooms to provide more space. There are no communal supplies. Each student has her/his own supplies. Recesses are 15 minutes in length and on a cohort basis. Students eat inside or outside the classroom, depending on the weather. Classrooms have air purifiers and windows and doors remain open when possible for further ventilation.

Please provide the planned maximum and minimum distance between students in classrooms.

Maximum: feet

Minimum feet

If this is less than 6 feet, please explain why it is not possible to maintain a minimum of at least 6 feet.

We will do everything practicable to keep students 6' apart in the classroom. When not possible, 6' high screens will be placed between desks. Whenever needed, trifold screens will be utilized as an additional barrier.

- X **Staff Training and Family Education:** How staff will be trained and families will be educated on the application and enforcement of the plan.

Prior to school starting in October 2020, all staff was be trained on the following items:

1. cleaning and disinfecting practices
2. distancing guidelines and their purpose
3. screening practices and their importance
4. how COVID-19 is spread and its symptoms