Health and Safety Action Plan

Category:

Task(s)	Person(s) Responsible	Timeline	Resources/Materials Needed	Questions/Concerns
Employee Testing-required <mark>Options</mark> - Temperature taking on site - Employee self reporting	Administration/Coordinators/Nurses/Secretaries/HR	Prior to entering the building	Private space to protect confidentiality (Nurse's Office) Touch free temperature device (10 devices - currently) Isolation Room	Self Reporting not first choice by committee due to consistency and accuracy factor Kiosk (Temp Check - costly) Have a clear determination of what constitutes allowable fit for duty requirements (Temperature guidelines, symptoms,interview, etc) - If the employee has a temperature allow 10-15 minutes and recheck/verify before sending employee home. -If symptoms are apparent reevaluate with employee before sending home. (Questionnaire) -Notify office if there is a change in physical well being immediately to be reevaluated (temperature and symptoms) **From a nursing standpoint I don't believe waiting 10-15 minutes for a second check is the right thing to do. If the

				temperature is over the required cut off for Covid/fever guidelines then I believe employees need to be sent home. Having them wait for a second check is only adding an extra step that will inevitably cause the spread of an illness.** HIPPA Confidential Information Leave policy for employees sent home? Sick Leave/LWOP/Remote Working (Home) Classified employees being paid while waiting to get temperature taken if on site Certified start time coordinate with wait time for temperature check and supervision time for students Substitute plan in place if teachers sent home?
Student Testing-required <mark>Options</mark> - Temperature Taking on site - Student/Parent Self Reporting	Teachers/Administration/Nurses/Secretaries	Prior to entering the Bus or Building	Touch free temperature device (10 devices - currently) Isolation Room	Self Reporting not first choice by committee due to consistency and accuracy factor Kiosk (Temp Check - costly)

		Temp taken at another time during the day?		HIPPA Confidential Information If testing prior to entering the bus how do we ensure the safety of the student when sending back home. If the temperature of 100.4 or above will the district enforce a 14 day quarantine period Have a clear determination of what constitutes allowable fit for learning requirements (Temperature guidelines, symptoms,interview, etc) -If the student has a temperature allow 10-15 minutes and recheck/verify before sending student home. -If symptoms are apparent reevaluate with student, discuss with parent before sending home. (Questionnaire) -Notify office if there is a change in physical well being immediately to be reevaluated (temperature or symptoms) **From a nursing standpoint I don't believe waiting 10-15

Healthy Practices Employees, Students, and Visitors Hand Sanitizer/Washing-required Face Coverings-required	Employees, Students, and Visitors	When being granted access to the building	Hand sanitizer/washing (21 Stations - 1-CA, 3 per other buildings (Entrance/Cafeteria/Library ?)- 1 at CO/Trans/Tech/Food Service) Hand sanitizer (gel form) on hand for employees, students, and visitors Cloth face covering Employees/Students (6,000 disposable masks ordered to begin the school year) Employee district healthy practices annual policy sign off sheet upon reviewal	**Hand Sanitizers/Washing** Have access to hand sanitizer or hand washing once entering the building (Dispenser) **Face Masks** Will employees be required to wear face masks? Yes with exceptions (doctor note required for exception) Will students be required to wear face masks? Yes when feasible, encouraged Will visitors be required to wear face masks? Yes when feasible, encouraged

			Barriers are being constructed in house from plexiglass for every building office Gloves on hand for employees (plenty on hand) Signage for hand washing, face mask, traffic flow etc. Handwashing videos for teaching purposes? Videos for proper face mask use (take off at the ear; do not pull mask up and down from nose; do not touch face) Use of face mask at all times in question for some staff that need to model use of sounds or articulation (ie. speech therapist)? Additional needs for students requiring changing, medically fragile	Will there be repeated training in all areas for Staff, Parents and Students? When/how will the training take place? Repeated announcements and signs around buildings as reminders. Physical barriers for secretaries at point of entry and between sinks for hand washing? Training on proper glove usage to alleviate possible cross contamination Training, additional supplies for nurses (PPE, etc)
Healthy Practices Employee, Students, and Visitors Social distancing	Employees, Students, and Visitors	When being granted access to the building	Employee district healthy practices annual policy sign off sheet upon review, SafeSchools Signage for proper social distancing	Possible building flow plan (Hallways, common areas, lunchrooms)

				Limiting large groups in classroom, lunchroom, playground, common areas Limit field trips, virtual or none at all Stagger classroom release times, elementary specials Classroom setup, (desks vs tables) 6 ft apart, all face same direction No one given access to building including parents, met at door for sign in/out
Cleaning and Disinfecting	Custodial Staff/Employees/Office Staff	Deep cleaning during the evening/ routine cleaning during the day by all employees	ElectroStatic Sanitizing units (Spray gun - 2 on hand and 5 to be ordered - 1 for each building and transportation) Large ElectroStatic Sanitizing Gun for gyms (1 on hand) Floor covering Sanitizing Unit (2 on hand) Have on hand and continue to replenish (White sanitizing buckets - reusable) Stop sharing of communal items-each student has own supply bag to use	Check water systems- flush after extended period of being closed. Encourage staff and students to bring own water. Close down water fountains in hallways. Circulate as much outside air as possible. Clean desks in classrooms-prior to lunch and after lunch of served in room Assign computer to each student, clean at least once per day

| Communication | Everyone | As soon as possible | Website

Posted

Verbally | Communication will be critical for employees, students, and the community

Communication needs to be instructed in a caring, patient manner as situations may be complicated (students and employees)

Designate district COVID contact person |
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Just FYI (from Melissa Heyen):

Working at the hospital and dealing with bodily fluids, here is the PPE we are currently using:

Standard Precautions are used for everyone….wash or sanitize hands before putting gloves on. We are also wearing surgical masks at all times.

If a patient has COVID or is being ruled out for COVID...here is the PPE that we are using: wash or sanitize hands before putting gloves on, N95 mask worn the entire time in the work area and when we go into the patient's room a surgical mask is placed over the N95 mask, gown, glasses or face shield. Once you leave the patient's room, gown, gloves, surgical mask is discarded. N95 is kept on the entire time. At the end of your shift, you turn your N95 mask in to get cleaned -- N95 can get cleaned 5 times (ultraviolet lights) before it is thrown away -- mask is marked each time it is cleaned.

For the school member's changing diapers, I would assume standard precautions would be used (mask and gloves). I would think the nurse should have gowns, N95 and goggles/face shield PPE on hand in case of suspected COVID cases -- however, these would be used for exceptions and not the normal standard precautions used by the majority of the staff.