

## GUIDANCE REGARDING OPERATIONAL MEASURES

In addition to considerations of school closure, there are other measures districts and campus leaders can take to reduce the spread of COVID-19 while students are in school. All of these are aimed at reducing the number of people gathered at any one time. These include:

- If families are able to keep their students at home, encourage them to do so. Far from a selfish or fearful act, this reduces the number of students in classrooms and therefore reduces the likelihood of transmission to those students who must be in schools. While we hate to reduce educational opportunities for any students, in face of this extraordinary set of circumstances, it is appropriate to do so in order to prevent further infections.
- For staff members who are at particular risk of severe reactions from the virus, consider options to allow them to work remotely.
- Extend school pick up and drop off times to lengthen the window in which students and families are entering and leaving the campus.
- Extend hallway passing periods and plan for teachers and students to leave class at staggered times within that passing period.
- Extend the lunch block and/or shorten student lunch periods within the block so there are fewer students in the cafeteria at any one time.

School buildings that remain open should take every step feasible to lessen the chance of spreading COVID-19:

- Students and staff should be instructed in good hand washing techniques and given frequent opportunities to do so.
- No handshakes or similar person-to-person contact – practice the “fist-bump” or elbows-bumps or toe-taps
- Wherever possible, separate desks and students to allow at least six (6) feet between individuals.
- Provide hand sanitizer in classrooms, breakrooms and cafeterias
- Arrange for additional cleaning and disinfecting surfaces that are touched in common, such as desks, door handles and lunch tables.