



## BHA School Pandemic Operations Plan

**Category 1-** No Community Spread

**Category 2-** Minimal to Moderate Community Transmission

**Category 3-** Substantial Community Transmission

**Normal Operations- (Category 2 is the new norm)**

### BHA Strategies

- **Normal and Category 1-** Optional Masks/Face Shield
- **Category 2 & 3-** Masks/Face Shield recommended for students and staff.
  - Wear face protection when working in groups and when physical distancing is not possible.
- Any person exhibiting mild symptoms must wear a mask until leaving campus.
- Establish and maintain hand hygiene stations at key locations at the school.
- Students and staff use handwashing and sanitation stations located around the school.
- Use of sneeze guards at appropriate locations.
- Have a plan for when a student, staff member, or visitor becomes sick- [Student](#), [Staff](#)
- Identify an isolation/screening room in the school.

### Classroom

- Staff and students trained in the areas of physical distancing, handwashing, respiratory etiquette and mask use to mitigate exposure.
- Disinfect desks, keyboards, and screens.
  - Schedule desk sanitation during school day at appropriate transitions
  - Custodial staff routinely clean highly touched surfaces in evenings
- Desks -- arrange to account for physical distancing.
- Integrate good hygiene practices into instruction and classroom expectations.
- Limit the use of shared materials and spaces.
  - Keep student belongings separate.
  - Avoid sharing supplies.
  - Avoid sharing electronic devices, toys, books, and other games or learning aids.
  - Avoid sharing of Salt clothing.
- Avoid outside food in the classroom.
- Students and staff use personal water bottles and water bottle filling stations with teacher help vs. classroom drinking fountains.
- Every teacher will have Google Classroom set up for their classroom or course sections.

### Office Strategies And Other Non-Instructional Spaces

- Maintain 6 ft. distance when possible (floor stickers)

- Sneeze guards placed at:
  - Counters where the public or guests to the school may stand or approach.
- Disinfect surface areas regularly and frequently.
- Hand sanitizer at each workstation
- **Employee Break Room-** Physical distancing seating, custodians routinely disinfect surface areas.
- **Cafeteria**
  - offer regular hot menu served in the cafeteria.
  - students eat in cafeteria: stagger lunch times & increase serve times.
  - offer options to eat outside, or in classrooms.
  - use of touchless hand sanitizer at start of all serving lines.
  - contactless point of service (taking them back to class);
  - self-service of items that are pre-packaged only.
- Staff use separate restrooms than children.
- Have a plan for when a student, staff member, or visitor becomes sick.
- Identify an isolation/screening room in the school.

### **Visitors**

- Post [\*Stop The Spread\*](#) signs at entry points to school and in highly visible areas
- No irregular/unscheduled visitors
- Limit visitors to parents, by appointment, and critically important visitors on campus
- Doors locked during school hours.
- Develop a visitation procedure for appointments. Example: call the office upon arrival from car vs. walking into the main office
- Develop parent pick-up & drop-off procedure.

### **Gatherings**

- Implement strategies that discourage gathering for areas such as pickup and drop-off lane, restrooms, recess, lunch, before & after school
- Cancel field trips, have online assemblies, and other large gatherings if physical distancing cannot be achieved.
- Restrict mixing groups.
- Avoid personal contact such as touching, hugs, high fives, etc.

### **Co-Curricular and Extra-Curricular Events**

- Follow established District and CDC guidelines

### **Communication Strategies to students, staff, parents**

- Educate staff and families about good hygiene, physical distancing, symptoms of Covid-19 and when to stay home due to illness.
- Regular communication with parents, students, and staff

## School Confirmed Case in School, Regardless of Community Transmission

\*\*\*The guidelines referenced above for normal operations will be a starting point for each subsequent section.

- BHA will coordinate with local public health and following guidance for developing a course of action.
- If it is determined there will be school dismissals, BHA will also cancel extracurricular group activities, school-based afterschool programs, and large events during the dismissal.
- If it is determined there will be school dismissals, school facilities will be disinfected according to CDC and local public health official's guidance during the dismissal

## Category 1 No Community Spread

Make evidence of isolated cases or community transmission, No events or school mass gathering.

**Review, update, and implement emergency operations plan and reinforce healthy hygiene practices.**

- Include strategies to reduce the spread of a wide variety of infectious diseases, including physical distancing and school dismissals.
- Emphasize everyday preventive actions for students and staff.

## Category 2 Minimal to Moderate Community Transmission

Widespread and/or sustained transmission with high likelihood or confirmed exposure within communal settings, with potential for rapid increase in suspected cases.

### Coordinate With Local Health Officials

- Follow the "new" normal operations outlined above.

**Consider accommodations for needs of those at risk for serious illness from COVID-19 and families who do not feel comfortable sending their kids to school.**

- Possible remote or Online through google classroom.
- For employees that do not feel like they can return to work due to being immune-compromised or due to concerns for their health,
  - For example, if an employee has a health condition that results in them being immune compromised, they will have the right to request a to be relieved from fulfilling the contract for the year.

### **Category 3 Substantial Community Transmission**

Large scale community transmission, healthcare staffing significantly impacted, multiple cases within communal settings like healthcare facilities, schools, mass gatherings, etc.

**Continue to coordinate with local health officials.**

**Consider extended school dismissals using the remote Online School for ALL students.**