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-INDEPENDENT-
SCHOOL DISTRICT **518**

WORTHINGTON, MN

COVID-19 Preparedness Plan:

Revised 7.25.2020

Worthington Independent School District is committed to providing a safe and healthy environment for our students, employees and members of the community that use our facilities. Our plan follows Centers for Disease Control and Prevention (CDC), Minnesota Department of Health (MDH), and Federal/State OSHA guidelines related to COVID-19. We will address the following:

- Infection prevention measures(Hygiene, respiratory etiquette, Social Distancing);
- Prompt Identification and isolation of sick persons;
- Engineering and Administrative controls for social distancing;
- Housekeeping- cleaning, disinfecting and decontamination;
- Communications and training for all staff necessary to implement the plan;
- Management and supervision necessary to ensure the effective implementation of the plan.

About COVID-19:

Symptoms of COVID-19

Infection with SARS-CoV-2, the virus that causes COVID-19, can cause illness ranging from mild to severe and, in some cases, can be fatal. Symptoms typically include fever, cough, and shortness of breath. Some people infected with the virus have reported experiencing other non-respiratory symptoms. Other people, referred to as asymptomatic cases, have experienced no symptoms at all.

According to the CDC, symptoms of COVID-19 may appear in as few as 2 days or as long as 14 days after exposure.

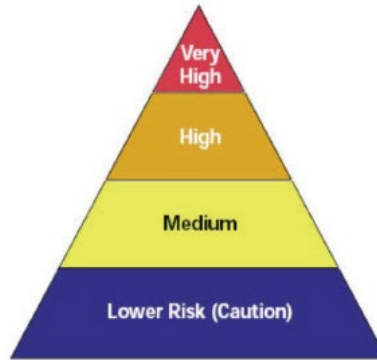
How COVID-19 Spreads although the first human cases of COVID-19 likely resulted from exposure to infected animals, infected people can spread SARS-CoV-2 to other people. The virus is thought to spread mainly from person to-person, including:

- between people who are in close contact with one another (within about 6 feet).

- through respiratory droplets produced when an infected person coughs or sneezes. These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.

It may be possible that a person can get COVID-19 by touching a surface or object that has SARS-CoV-2 on it and then touching their own mouth, nose, or possibly their eyes, but this is not thought to be the primary way the virus spreads. People are thought to be most contagious when they are most symptomatic (i.e., experiencing fever, cough, and/or shortness of breath). Some spread might be possible before people show symptoms; there have been reports of this type of asymptomatic transmission with this new coronavirus, but this is also not thought to be the main way the virus spreads. Although the United States has implemented public health measures to limit the spread of the virus, it is likely that some person-to-person transmission will continue to occur. The CDC website provides the latest information about COVID-19 transmission: www.cdc.gov/coronavirus/2019-ncov/about/transmission.html.

All jobs will have a risk Assessment to determine the potential for worker exposure to COVID-19.



Very high-exposure-risk jobs are those with high potential for exposure to known or suspected sources of COVID-19 during specific medical, postmortem or laboratory procedures. Workers in this category include doctors, nurses and EMTs’

High-Exposure-risk jobs are those with high potential for exposure to known or suspected sources of COVID-19. Workers in this category include ambulance drivers and health care support teams.

Medium -exposure risk- jobs include those that require frequent and/or close contact with (i.e., within 6 feet of) people who may be infected with SARS-CoV-2, but who are not known or suspected COVID-19 patients. In areas without ongoing community transmission, workers in this risk group may have frequent contact with travelers who may return from international locations with widespread COVID-19 transmission. In areas where there is ongoing community transmission, workers in this category may have contact with the general public (e.g., schools, high-population-density work environments, some high-volume retail settings).

Lower-exposure risk-jobs are those that do not require contact with people known to be, or suspected of being, infected with SARS-CoV-2 nor frequent close contact with (i.e., within 6 feet of) the general public. Workers in this category have minimal occupational contact with the public and other coworkers.

Handwashing Protocols:

Handwashing posters are located in all restrooms and hand washing stations

Key times to wash your hands:

- Before preparing foods and eating;
- After using the toilet;
- After coughing, sneezing, or blowing your nose;
- After touching garbage or commonly touched surfaces within a facility, such as door handles, tables and counters; and
- Before and after treating a cut or wound.



ISD 518 will ensure adequate facilities for handwashing and maintain adequate soap supplies.

For more handwashing information:

<https://www.cdc.gov/handwashing/when-how-handwashing.html>

When soap and water are not available, hand sanitizer may be used. ISD 518 will have hand sanitizer available at each entrance, in high traffic areas and high-touch areas, such as:

- Lunch room and other break areas;
- Meeting rooms; and
- Public reception areas.



All school vehicles should have hand sanitizer and sanitizing wipes available.



The best way to prevent illness is to avoid being exposed through person-to-person contacts.

- We encourage the use of disposable tissues, these will provided by the district in public locations.

- Face covering is required in accordance with the Governors Executive Order 20-81 effective 7/25/2020. Please refer to the order for further guidance <https://www.leg.state.mn.us/archive/execorders/20-81.pdf>
- People should maintain at least six feet of distance.



Keep your distance

- Public access to all ISD 518 will be restricted to by appointment only; this will change as we receive further guidance from MDH and the CDC.
- Each building will have “check-in” location(s), outside the main area, with a single point of contact. Will be determined by each building Administrator and posted on entryways.
- Non ISD 518 staff and students are not allowed to enter the building without approval and are not allowed to comingle with ISD 518 staff and students.
- Each building will have limited capacity based on guidance provided by State of Minnesota, MDH and CDC.
- Rely more on virtual meetings and teleworking technology.
- If necessary to be in the office, your work space should be adequately separated from others (No shared spaces).
- Consider designated days for office access.



Employee and visitor screening

Employees and Students have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19. All employees and students must answer the following questions before entering the building:

Since the last day you worked or attended classes have you experienced any of the following symptoms?

- A new fever of 100.4 or higher;
- A new cough or sore throat; or
- Shortness of breath or new muscle aches.
- Some areas will be performing temperature checks on employees.

Staff and students with a temperature of 100.4 or higher will be sent home and referred to their health care provider for further instructions.

Visitor restrictions

- Visitors should be screened prior to their arrival on site and confirm they have had no travel to destinations with widespread COVID-19 travel within the past 14 days.
- We will follow Centers for Disease Control and Prevention (CDC) risk-assessment guidance.
- Visitors are limited to those who are essential to the business operations and will be restricted to where they are allowed in each building.

Employees need to report symptoms prior to coming to work.

If you feeling sick or have any COVID-19 symptoms or are caring for someone with COVID-19 symptoms please stay home and call, text, or email your supervisor or human resources for further instructions.

If you become sick at work or school it is important that you notify your supervisor immediately.

Once we receive notification the employee or student should be isolated immediately from other people until the person can be sent home.

The area should be away from others or in a room with closable doors. The person should be asked to wear a facemask if they can tolerate it, restrict personnel from entering the isolation area. Avoid close contact with the sick person. Use Personal protective equipment if close contact is necessary.

The area should be cleaned and disinfected after each use.

Exposed co-workers will be informed by the MDH or CDC of possible exposure with instructions to follow.

Housekeeping

Regular housekeeping practices are being implemented including routine cleaning and disinfecting of work surfaces, equipment, tools and machinery, vehicles and areas within the school district, including classrooms, labs, restrooms, commons areas, break rooms, lunch rooms, meeting rooms, drop-off and pickup locations. Frequent cleaning and disinfecting will be conducted in high-touch areas, such as phones, keyboards, touch screens, controls, door handles, railings, printers, copy machines, counter tops, etc. Follow manufacturer instructions for equipment cleaning.



Our custodial staff will be performing these cleaning and disinfecting procedures throughout the day and if at any time you are in need of immediate cleaning in a certain area, please make a request to the head custodian at your site.

Cleaning supplies will be made available to all staff upon request so that every attempt is made to sanitize at all times by anyone needing the proper product. We will also make available all forms of hand sanitizer in both the dispenser form and in portable pump bottle form.

In the event that an employee has been diagnosed with Covid-19, every attempt will be made to identify all areas on site that may have been contaminated. Those areas will be immediately blocked off and cleaned and sanitized by the custodial staff. The custodial staff should use the appropriate PPE, and thoroughly clean and disinfect those areas with the appropriate products.

Review CDC guidance about cleaning and disinfecting a facility, available at www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html.

The plan will be made available to all staff and students via email and district website. This plan will be updated as necessary.

Any concerns or suggestion can be submitted by email to carmen.johnson@isd518.net. All concerns and suggestions will be reviewed by district administration and addressed individually as needed.