



# INDEPENDENT SCHOOL DISTRICT 518

## 2021-2022 SCHOOL YEAR HEALTH AND SAFETY PLAN (PREPAREDNESS PLAN)

2021

*A plan to provide safe, successful education  
for all students in District 518.*

**Note: Plan may be altered due to requirements from state and/or federal agencies**

*Information subject to change. All practices and protocols based on current state and federal guidelines at the time of document's publication.*

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## PLAN GOALS AND EXPLANATION

Independent School District 518 is committed to providing a safe and healthy environment for our staff and students. To ensure we have a safe and healthy environment, we have developed the following Health and Safety Plan in response to the ongoing COVID-19 health concerns. Administrators, Supervisors and staff are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our school environment and that requires full cooperation among our staff, students, parents, administrators and community members. Only through this cooperative effort, can we establish and maintain the safety and health of our students, staff and our school facilities.

We are transitioning from state required safety restrictions to health recommendations. COVID-19 still exists and we need to have plans to mitigate the effect of COVID-19 on our staff and students during the school year.

The health and safety of our students and employees continues to be our main priority. Our Health and Safety Plan follows best practice recommendations from the Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines.

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## MITIGATION EXPECTATIONS

### SELF-MONITOR FOR SYMPTOMS

Independent School District 518 encourages students, teachers and staff to self-monitor for signs and symptoms of infectious illness, such as [influenza](#) (flu) or [COVID-19](#). Students, teachers and staff who have symptoms should stay home and be referred to their healthcare provider for testing and care, regardless of vaccination status. Independent School District 518 has educated teachers, staff and families about when they and their children should stay home and when they can return to school. The following procedures are in place to assess health status prior to entering school facilities and to report to COVID-19 Facilitator when they are sick or experiencing symptoms.

### STAYING HOME WHEN SICK AND GETTING TESTED

If a student, teacher or staff becomes ill or experiences any of the [symptoms](#) of COVID-19 when in a district facility they will communicate with the front office or district nurse and arrange to leave the building, keeping distance from others. The District COVID-19 facilitator will follow-up with all students, teachers and staff regarding possible contact tracing. Regardless of vaccination status anyone having symptoms must stay home until it can be determined if symptoms are related to COVID-19.

Independent School District 518 will follow Center for Disease Control and Minnesota Department of Health guidelines on contacting students, teachers and staff who may have been exposed and ask them to self-monitor for any symptoms.

Independent School District 518 will follow all federal and state laws and district policies regarding the privacy of employee and student health records and release of information. The school district does not have a roster of staff or students who have been vaccinated. Each building has a designated administrator/designee who oversees this plan and responds to positive cases or quarantine cases as a part of contact tracing.

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## STUDENTS AND STAFF COVID-19 CASES AND QUARANTINE

Students and staff who have a confirmed case of COVID-19 or those in close proximity may need to quarantine if they are exhibiting any signs of illness until a negative test is provided or they are at the end of the quarantine period. This includes staying home from district facilities until a determined amount of time has passed and the individual shows no symptoms of COVID-19.

For COVID-19, [close contact](#) is anyone who was within 6 feet of an infected person for a total of 15 minutes or more over a 24-hour period. (For example, three individual 5-minute exposures for a total of 15 minutes). Individuals who are vaccinated or who have had COVID-19 in the past 90 days may not be recommended to quarantine after close contact.

If a student or staff member tests positive for COVID-19, they must contact the district immediately. Information will be collected and specific guidance will be issued. Contact tracing and quarantining directions will be handled on a case-by-case basis.

If a student or staff member feels sick or displays COVID-19 symptoms while in a district facility, that individual will be sent home as soon as possible. This process will involve as little contact with others as possible. Testing for COVID-19 will be recommended for any individuals sent home for these reasons.

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## HAND WASHING

All staff and students are instructed to wash their hands for at least 20 seconds with soap and water frequently throughout the day, but especially when working with shared items, prior to any mealtimes and after using the restroom. All visitors to Independent School District 518 will be encouraged to wash or sanitize their hands prior to or immediately upon entering the facility.

Hand-sanitizer dispensers are at entrances and locations throughout buildings to be used for hand hygiene in place of soap and water, as long as hands are not visibly soiled. Our custodial teams will check the status of the hand sanitizers on a regular basis.



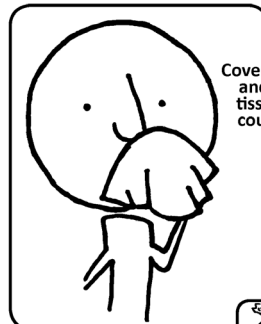
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# RESPIRATORY ETIQUETTE: COVER YOUR COUGH OR SNEEZE

Staff, students and visitors are instructed to cover their mouth and nose with their sleeve or a tissue when coughing or sneezing and to avoid touching their face, in particular their mouth, nose and eyes, with their hands. They should dispose of tissues in provided trash receptacles and wash or sanitize their hands immediately afterward. Respiratory etiquette will be supported by making tissues and trash receptacles available in each classroom and by restrooms.

**Stop the spread of germs that make you and others sick!**

# Cover your Cough

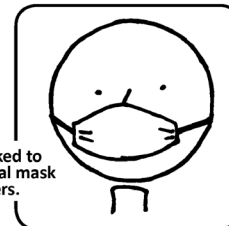


Cover your mouth and nose with a tissue when you cough or sneeze



or cough or sneeze into your upper sleeve, not your hands

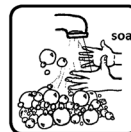
Put your used tissue in the waste basket.



You may be asked to put on a surgical mask to protect others.

# Clean your Hands

after coughing or sneezing.



Wash with soap and water



or clean with alcohol-based hand sanitizer.



Infectious Disease Epidemiology, Prevention and Control  
 P.O. Box 64970, St. Paul, MN 55164  
 651-201-5414 or 1-877-626-5414  
[www.health.state.mn.us](http://www.health.state.mn.us)



3/2020

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## SOCIAL DISTANCING

Independent School District 518 believes in-person learning is important to the overall education of our students. The district will continue to implement social distancing to the extent possible within the school facilities but should not exclude students from in-person learning to keep the minimum distance requirement. The District recommends that students, staff and visitors social distance to the extent possible within the school buildings.



The district will continue to monitor social distancing guidance from MDH and CDC and will make necessary adjustments

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## FACE COVERINGS

Face coverings are no longer required in ISD 518 school facilities with the exception of school transportation. The CDC requires all persons who ride on [public transportation](#) to wear a face covering. Employees and students may choose to wear a face covering, as many ISD 518 students may not have received their vaccination at the time the school year begins, especially those under the age available for vaccination. Those who are unvaccinated are encouraged to wear a face covering.

**During transportation to and from Independent School District 518 facilities, students and staff are required to wear masks as defined by the [CDC](#).**

Outdoor activities do not require a face covering.

Types of allowable face coverings include:

- Paper or disposable mask
- Cloth face mask
- Neck gaiter
- Scarf
- Religious face covering

The covering should cover the nose and mouth completely, should not be overly tight or restrictive and should feel comfortable to wear.

Face coverings should not be placed on anyone under the age of 2, anyone who has trouble breathing or is unconscious, anyone who is incapacitated or otherwise unable to remove the face covering without assistance or anyone who cannot tolerate a face covering due to a developmental, medical, or behavioral health condition.

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## **CLEANING, DISINFECTION AND VENTILATION**

Regular housekeeping practices have been implemented, including routine cleaning and disinfecting of work surfaces and areas in the work environment such as classrooms, offices, restrooms, break rooms, lunch rooms and meeting rooms. Frequent cleaning and disinfecting will be conducted in high-touch areas, such as phones, keyboards, touch screens, controls, door handles, elevator panels, railings and copy machines. Building custodians will perform the scheduled cleaning using disinfecting/cleaning products approved by the Center for Disease Control/Minnesota Department of Health.

Appropriate and effective cleaning and disinfectant supplies have been purchased and are available for use in accordance with product labels, safety data sheets and manufacturer specifications and are being used with required personal protective equipment for the product. Supplies for disinfecting hard surfaces will be provided by custodians upon request and monitored for refilling as necessary.

Spray bottles and wipes may be used for larger spaces including countertops, desks and tables. For smaller workstations and personal items, disposable wipes will be provided as available. Gloves should be worn when using either of these products and care should be taken when spraying to not spray in the direction of other people's faces. Surfaces should be allowed to air dry for maximum effectiveness of the disinfectant.

The maximum amount of fresh air is being brought into district facilities. Air recirculation is being limited and ventilation systems are being properly used and maintained. Steps are also being taken to minimize airflow blowing across people. Independent School District 518's building ventilation systems have been reprogrammed to increase the amount of outside air brought into each space in the building. This increase is monitored by our automation system by measuring the amount of CO<sub>2</sub> present at different monitoring stations and modifying fan speed and damper position to meet this requirement. The increased air is then tempered to provide comfort for building occupants.

## **VISITORS**

Visitors to school facilities will be limited and they will be asked to follow the district health and safety plan to protect our students and staff. All visitors should report the main office when entering the school building.

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## COMMUNICATIONS AND TRAINING

District staff and students will receive training on district mitigation strategies. The Health and Safety Plan is available on the district [website](#). A printed copy is available in school district offices. Administrators/Supervisors will be monitoring how effective the current strategies are. Administrators/Supervisors and staff should work through this health and safety program together and update the training as necessary. The district may be update as needed due to changing recommendations, guidelines and requirements.

### FOR MORE INFORMATION:

[COVID-19 Prevention Strategies Most Important for Safe In-Person Learning in K-12 Schools-CDC guidelines](#)

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