

## Livingston School District

### COVID-19 Actions/Risk Mitigation Strategies for Return to School

The actions and strategies contained in this document are reflective of guidance from two main source: [The American Academy of Pediatrics COVID-19 Planning considerations: Guidance for School Re-entry](#) and [Center for Disease Control and Prevention: Considerations for Schools](#).

The information surrounding COVID-19 is constantly emerging. Therefore, this document will be updated frequently.

Domain	Actions/Risk Mitigation Strategies	Notes
<b>Physical Distancing</b>	<ul style="list-style-type: none"> <li>• Students pre-k-5<sup>th</sup> should attempt to maintain at least 3 - 6 feet of physical distance.</li> <li>• Students 6-12 should attempt to maintain 6 feet of physical distance</li> <li>• Adults should always maintain physical distance of 6 feet as much as possible.</li> <li>• Various strategies will be utilized to assist in maintaining proper physical distancing such as spacing of desks and tables as feasible, floor markings, one-way hallway protocols, furniture configuration in common areas,</li> </ul>	
<b>Hallways</b>	<ul style="list-style-type: none"> <li>• One-way hallways to reduce close contact, with physical guides, (tape)</li> <li>• Where feasible, keep students in classroom and rotate teachers.</li> <li>• Class periods by cohorts for movement between classes if students must move</li> <li>• Assign lockers by cohort.</li> </ul>	
<b>Testing and Screening</b>	<ul style="list-style-type: none"> <li>• Symptomatic testing and close contact testing currently being done.</li> <li>• Asymptomatic/surveillance testing conducted by PCHD dependent on test availability</li> </ul>	PCHD phone # 222-4145 LHC phone # 222-3541
<b>Hand Sanitization</b> Hand Sanitizer	<ul style="list-style-type: none"> <li>• Hand sanitizer placed at entrance to all buildings. Non-touch hand sanitizer stands placed at the entrance to all school buildings. All persons required to use upon entrance to buildings.</li> <li>• Wall hand sanitizer units placed throughout school hallways.</li> <li>• Available in all rooms for staff and students.</li> <li>• Encourage students to bring personal bottle of hand sanitizer for desk/locker. (Also encourage personal bottle of lotion!)</li> </ul>	
<b>Hand Sanitation</b> Handwashing	<ul style="list-style-type: none"> <li>• All Pre-K through 12<sup>th</sup> students will receive handwashing lesson within first week of school year and again after returning from Christmas break. Lessons repeated as needed.</li> <li>• All PK-5 classrooms have sink within the classroom. Daily regular hand washing times scheduled within school day.</li> <li>• Hand washing times for students in grades 6-12 scheduled into daily schedule</li> </ul>	

	<ul style="list-style-type: none"> <li>All staff and students encouraged to wash hands (or use 60% ethyl alcohol hand sanitizer if soap and water are not available) often including: <ul style="list-style-type: none"> <li>Upon arrival to school</li> <li>After cough, sneezing or blowing your nose</li> <li>Before eating</li> <li>After using the restroom</li> <li>After using any shared materials, such as computers</li> <li>Before and after recess</li> <li>Before and after PE class</li> </ul> </li> </ul>	
<b>Preventative Education</b> General	<ul style="list-style-type: none"> <li>Preventative measures posters placed in all high traffic areas of school buildings.</li> </ul>	
<b>Preventative Education</b> Facial Covering Use	<ul style="list-style-type: none"> <li>All students and staff given one cloth mask at start of school year.</li> <li>Students and staff encouraged to acquire several facial coverings (cloth mask, bandana, or buff) to be used as needed throughout the year.</li> <li>Education provided upon issue of mask on proper use, care and cleaning of facial coverings.</li> <li>Education provided on how masks work to decrease risk of viral transmission.</li> <li>Face shields are an alternative to those who cannot tolerate mask use and will be used in only very specific situations</li> </ul>	<ol style="list-style-type: none"> <li><a href="#">Facebook Video</a></li> <li><a href="#">Twitter Reference</a></li> </ol>
<b>Symptom Self- Screening</b> Staff	<ul style="list-style-type: none"> <li>Daily self-screening completed at home prior to reporting to school.</li> <li>App use possibly</li> <li>Refer to <a href="#">Can I Go To Work Today?</a></li> </ul>	
<b>Symptom Self- Screening</b> Students	<ul style="list-style-type: none"> <li>Daily self-screening completed at home prior to reporting to school.</li> <li>Refer to <a href="#">Can My Child Go to School Today?</a></li> </ul>	
<b>Visitors</b>	<ul style="list-style-type: none"> <li>All visitors sign-in to school buildings using self-screening tool. See <a href="#">COVID-19 Screening Tool – Visitors</a>.</li> <li>Limit visitors to school buildings as much as possible. May be times during the year when visitors are not allowed at all.</li> <li>All visitors required to wear masks.</li> </ul>	
<b>Health Education/Expectations</b> Staff	<ul style="list-style-type: none"> <li>See <a href="#">Checklist Staff</a></li> <li>Mask to be worn by staff at all times</li> <li>Face shield available for added protection</li> </ul>	<ol style="list-style-type: none"> <li><a href="#">PHS Masks</a></li> <li><a href="#">CDC.gov</a></li> </ol>

<p><b>Health Education/Expectations</b> Students</p>	<ol style="list-style-type: none"> <li>1. Basic info on COVID-19</li> <li>2. Good hygiene practices <ol style="list-style-type: none"> <li>a. Handwashing</li> <li>b. Cough/sneeze hygiene</li> <li>c. Avoid touching face</li> <li>d. Staying home when ill or family member ill</li> </ol> </li> <li>3. Social distancing at school and outside of school</li> <li>4. Disinfection of commonly touched surfaces</li> <li>5. Reducing anxiety around COVID-19</li> <li>6. Strategic mask use when appropriate</li> </ol>	<ol style="list-style-type: none"> <li>1. <a href="https://www.cdc.gov">CDC.gov</a></li> </ol>
<p><b>Health Education/Expectations</b> Parents/Guardians</p>	<ol style="list-style-type: none"> <li>1. See <a href="#">Checklist for Parents</a></li> </ol>	
<p><b>HVAC of District Buildings</b></p>	<p>All school buildings are being evaluated for proper ventilation. Mitigation strategies currently being looked at include:</p> <ul style="list-style-type: none"> <li>○ Increase outdoor air ventilation</li> <li>○ Disable demand-controlled ventilation (DCV)</li> <li>○ Further open minimum outdoor air dampers, as high as 100%, thus eliminating recirculation</li> <li>○ Improve central air filtration to the MERV-13 or the highest compatible with the filter rack, and seal edges of the filter to limit bypass</li> <li>○ Keep systems running longer hours, if possible 24/7, to enhance the two actions above</li> <li>○ Consider portable room air cleaners with HEPA filters</li> <li>○ Consider UVGI (ultraviolet germicidal irradiation), protecting occupants from radiation, particularly in high-risk spaces such as waiting rooms, prisons and shelters</li> </ul>	
<p><b>Triaging ill students/staff at school</b></p>	<ol style="list-style-type: none"> <li>1. 2 different spaces for seeing students/staff: <ol style="list-style-type: none"> <li>a. Sick/Isolation room <ol style="list-style-type: none"> <li>i. Any student with cough, fever, SOB must wear face mask immediately in office</li> <li>ii. Personnel assessing student must wear PPE (mask, gloves, gown)</li> <li>iii. Room fully disinfected after each visit</li> </ol> </li> <li>b. Well room</li> </ol> </li> <li>2. Establish isolation room for when student cannot immediately be sent home</li> <li>3. Flow Chart of how to triage ill patient; See <a href="#">Student/Staff Assessment Guidelines for Influenza-like Illness in School</a></li> </ol>	

	4. See <a href="#">Livingston School District COVID-19 Illness Guide</a>	
<b>Sick child guidelines/policy</b>	<ul style="list-style-type: none"> <li>• Education of parents on when to keep child home from school; See <a href="#">Can My Child Go to School Today?</a></li> <li>• Updated stricter policy with support of Health Department/LHC/CHP</li> </ul>	
<b>Attendance Policies</b>	<ul style="list-style-type: none"> <li>• TBD</li> </ul>	
<b>Activities and Athletics</b>	<ul style="list-style-type: none"> <li>• See MHSA Guidance/TBD</li> </ul>	
<b>Choir</b>	<ul style="list-style-type: none"> <li>• Special considerations due to singing risk</li> <li>• August 2020: choir will not be conducted at schools until cleared by Park County Health Department.</li> <li>• Music theory, etc. in place of singing</li> </ul>	
<b>Band</b>	<ul style="list-style-type: none"> <li>• Similar to choir concerns above</li> </ul>	
<b>Classroom</b>	<ul style="list-style-type: none"> <li>• PK-5<sup>th</sup> grade classrooms maintain a compartmentalized (no mixing with other classrooms) group of students throughout the day</li> <li>• Limit class sizes when feasible</li> <li>• Remove excess items from classrooms to create more space</li> <li>• Remove soft, porous items such as bean bags. These items are difficult to clean and disinfect properly.</li> <li>• Strict seating charts maintained at all times for contact tracing</li> <li>• Establish ability to track students' whereabouts during day, i.e. place in line, time on playground</li> <li>• Keep students in same group/cohort and in same classroom with teachers rotating, when practical</li> <li>• Consider students eating lunch in the classroom</li> <li>• Prevent any non-school staff including parents, from entering classroom</li> <li>• Limit shared supplies: each child has own crayons, pencils, etc.</li> <li>• Any shared supplies (i.e. math manipulatives) will need to be disinfected between users</li> <li>• Avoid group learning activities/mixing of classrooms</li> <li>• Increase space between desks when feasible (3-6 feet)</li> <li>• Desks and tables to be placed facing forward all in the same direction.</li> <li>• Utilize long distance learning for those students unable to attend because of risk factors.</li> <li>• Factor in multiple handwashing times into daily schedule</li> <li>• Factor in multiple DEAC (Drop Everything and Clean) times in daily schedule</li> <li>• Close water fountains; require water bottles</li> <li>• Open windows and doors to increase ventilation when possible.</li> <li>• Consider teaching outdoors if feasible.</li> </ul>	

<b>Physical Education</b>	<ul style="list-style-type: none"> <li>• Students wash hands <b>before</b> and <b>after</b> PE</li> <li>• Any shared equipment must be disinfected prior to use by different group of students</li> <li>• Adapted to fit safety guidelines; see Shape America</li> </ul>	1. <a href="#">Shape America guidelines</a>
<b>Lunchroom</b>	<ul style="list-style-type: none"> <li>• Consider having lunch in classrooms</li> <li>• Close salad bar</li> <li>• Tape on the floor to help with physical distancing in line</li> <li>• Hand sanitizer/hand washing required prior to getting food</li> <li>• Disinfect tables between student groups</li> <li>• Physical distancing at tables</li> <li>• Utilize outdoor space if possible, for eating</li> <li>• Plexiglass partitions at serving areas</li> </ul>	
<b>Playground</b>	<ul style="list-style-type: none"> <li>• Staggered recess times to avoid mixing of groups of students. Maintain student cohort during recess.</li> <li>• Partition off sections of playground for different cohort groups</li> <li>• Students wash hands <b>before</b> and <b>after</b> recess</li> </ul>	
<b>LINKS for LEARNING</b>	<ul style="list-style-type: none"> <li>• TBD</li> </ul>	
<b>Cleaning and Disinfection</b>	<ul style="list-style-type: none"> <li>• See Livingston School District Cleaning and Disinfection Plan</li> </ul>	
<b>Buses/Transportation</b>	<ul style="list-style-type: none"> <li>• See Transportation COVID-19 Protocol and Plan</li> <li>• Encourage other modes of transportation</li> <li>• Assign seating (to help with contact tracing)</li> <li>• Tape marks showing students where to and where not to sit</li> <li>• Face masks required on buses by students and adults</li> <li>• Drivers a minimum of 6' distance from students.</li> <li>• Minimize number of students on bus at one time, within reason</li> <li>• Open windows on bus if weather allows; open windows only 2-3 inches to minimize excessive air movement</li> </ul>	
<b>PODS/Common Areas</b>	<ul style="list-style-type: none"> <li>• Closed to students?</li> <li>• Disinfection between use?</li> </ul>	
<b>Field Trips/Assemblies</b>	<ul style="list-style-type: none"> <li>• Cancel activities and events such as field trips, student assemblies, athletic events or practices, special performances, school-wide parent meetings, or spirit nights. Utilize online opportunities as much as possible.</li> </ul>	
<b>Faculty Meetings</b>	<ul style="list-style-type: none"> <li>• Masks for face to face meetings</li> <li>• 6-foot physical distancing maintained</li> <li>• Zoom/virtual meetings encouraged</li> </ul>	
<b>Substitutes</b>	<ul style="list-style-type: none"> <li>• Incentives</li> <li>• Training</li> </ul>	

<b>Arrival/Dismissal Time</b>	<ul style="list-style-type: none"> <li>• Stagger arrival and/or dismissal times. These approaches can limit the amount of close contact between students in high-traffic situations and times.</li> <li>• Staggering start and end of school day?</li> </ul>	
<b>Lockers</b>	<ul style="list-style-type: none"> <li>• Suspend use of lockers due to close proximity of students?? May be more necessary for 6-12 students</li> </ul>	
<b>Dual Campus Teachers/Staff</b>	<ul style="list-style-type: none"> <li>• Wash hands between building</li> </ul>	
<b>High Risk/Vulnerable Students and Staff</b>	<ul style="list-style-type: none"> <li>• Refer this population to their medical provider to determine when school re-entry for their individual health condition is recommended.</li> </ul>	
<b>Positive Case in Building</b>	<ul style="list-style-type: none"> <li>• PCHD will lead all contact tracing and advise school on necessary steps</li> </ul>	
<b>Staff/Student Crisis Prevention &amp; Intervention Protocols</b>	<p>This is a synopsis of the Livingston School District’s Crisis Prevention &amp; Intervention Protocols to use during the COVID-19 pandemic. Full training on these protocols will be provided to all building safety team members.</p> <p><b>Proactive/Preventative Measures-</b> These are the Tier 1 Positive Behavior Intervention Strategies that should be used in <i>all</i> classrooms.</p> <ul style="list-style-type: none"> <li>• Clearly define spaces that are well organized in the classroom</li> <li>• Proactively assess classrooms in order to identify and mitigate potentially hazardous objects/locations/situations</li> <li>• Identify and instruct students on each classrooms’ “Take a break” protocol</li> <li>• Post expectations (visually and written) for “Take a break” protocols</li> </ul> <p><b>Intervention Measures-</b> These are the Tier 3 strategies that should be used when a student demonstrates unsafe behaviors. Unsafe means that the student and/or others are at risk of being injured and/or severely traumatized.</p> <p>Step 1) De-escalation</p> <ul style="list-style-type: none"> <li>• Rule of 5 (5 Letters per word, 5 words total): Use short, simple words/ phrases. For example, “Hands down”</li> <li>• Give space</li> <li>• Re-direct: Shift thoughts or actions to a more productive/alternative way to cope</li> <li>• Offer choices: No more than 2</li> <li>• Give the student a way to save face or a way out</li> <li>• Help the student identify a solution</li> <li>• Offering unconditional acceptance and silence: Your body language matters</li> <li>• Determine when necessary to stop the escalation due to health and safety concerns. For example, a student who is screaming in the hall (disruptive) does not warrant physical intervention. A student who is throwing items with intent to injure does warrant physical intervention.</li> </ul> <p>Step 2) Physical Intervention</p> <ul style="list-style-type: none"> <li>• Avoid any and all body to body contact</li> </ul>	<p><a href="#">"Everything I Need to Know about a Break" social sotry</a></p>

	<ul style="list-style-type: none"><li>• Summon the building safety team who will arrive in PPE (mask, face shield, gown and gloves) prepared for physical intervention should it be necessary</li><li>• De-escalator will remove self from the crisis and the safety team will attempt to maneuver student to a safe location and if necessary, the team will physically intervene</li><li>• PPE will remain on until student is completely de-escalated and returned to baseline</li></ul> <p>Step 3) Documentation</p> <ul style="list-style-type: none"><li>• Date and time</li><li>• Student</li><li>• Personnel present</li><li>• Type of de-escalation and/or intervention used along with an objective narrative of the crisis</li></ul>	
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