



KELLIHER SCHOOL DISTRICT COVID-19 PREPAREDNESS PLAN

SY 2020-2021

Preparing for Coronavirus

Coronavirus is a respiratory illness caused by a novel (new) virus. Kelliher Public School is working with the Minnesota Department of Health (MDH) and the Minnesota Department of Education (MDE) to ensure prior plans are in place to deal with the possibility of widespread Coronavirus. A planning committee worked to put into place plans that guide the District's response to the virus outbreak. The plans included in this document may change as the situation changes and on the advice of the CDC, MDH and MDE. There is no current evidence that children are more susceptible to Coronavirus. Children should engage in usual preventative actions to avoid infection. Remember that schools are not expected to screen students or staff to identify cases of Coronavirus. The majority of respiratory illnesses are not Coronavirus. If a community (or more specifically, a school) has cases of Coronavirus, local health officials will help identify those individuals and will follow up on the next steps. There may be an ask to continue to report ILL-like illness as regular procedure. As a gentle reminder about not targeting individuals or groups to assure there is no stigma associating to individuals or groups.

Our primary goal is to provide a safe, effective learning environment at every school, while taking the appropriate steps to minimize the risk of Coronavirus for staff and students

GUIDANCE FOR SCHOOLS – MDH GUIDELINES FORM BASIS OF OUR PLAN

The District's response to a serious outbreak of influenza and Coronavirus is guided by the recommendations of the Minnesota Department of Health and consultations with the Minnesota Department of Education. Both organizations draw heavily from the work of the Centers for Disease Control and Prevention.

Most recent guidelines make the decision to dismiss students or close schools due to the pandemic a local decision. There may be state guidance issued if a Public Health Emergency is declared. The guidelines are designed to decrease exposure to illness while limiting disruption of the day-to-day activities within a school district.

- **Stay home when sick** – General exclusion guidance is to stay home for 24 hours after they no longer have a fever above 101F/38.3 C is gone and without the use of fever-reducing medicines. Most cases will be mild and there will be cough and respiratory symptoms. In general, if you have a cough, shortness of breath and feel unwell – stay home. If diagnosed with the virus, individuals should stay home for at minimum 14 days or they no longer have symptoms of the illness. People who are ill should stay home even if they are using antiviral

drugs. This may become a requirement even without a fever for those with known Coronavirus.

- **Separate ill students and staff** – Students and staff members who appear to have the virus should be sent to a room separate from others until they can be sent home.
- **Hand hygiene and respiratory etiquette** – The new recommendations emphasize the importance of prevention including having students and staff stay home when sick; frequent hand washing with soap and water for at least 20 seconds or using a hand sanitizer that contains at least 60% alcohol if soap and water are not available, when possible; and covering nose and mouth with a tissue when coughing or sneezing.
- **Routine cleaning** – School staff should routinely clean areas that students and staff touch often with the cleaners they typically use. CDC does not believe any additional disinfection of environmental surfaces beyond the recommended routine cleaning is required.

It is not certain how long the COVID-19 survives on surfaces, but it seems to behave like other coronaviruses. Studies suggest that coronaviruses (including preliminary information on the COVID-19 virus) may persist on surfaces for a few hours or up to several days. This may vary under different conditions (e.g. type of surface, temperature or humidity of the environment). If you think a surface may be infected, clean it with simple disinfectant to kill the virus and protect yourself and others. Clean your hands with an alcohol-based hand sanitizer or wash them with soap and water. Avoid touching your eyes, mouth, or nose.

Routine cleaning and disinfection procedures (e.g. using cleaners and water to pre-clean surfaces prior to applying products with EPA-approved emerging viral pathogens claims are recommended for use against Coronavirus. If there are no available EPA-registered products that have an approved emerging viral pathogen claim for COVID-19, products with label claims against human coronavirus should be used according to label instructions.

- **Early treatment of high-risk students and staff** – People at high risk of complications who become ill with the virus should speak with their health care provider as soon as possible. People at high risk include those who are pregnant, older adults (65+), have asthma or diabetes, have compromised immune systems or have neuromuscular diseases.
- **Consideration of selective school dismissal** – Although there are not many schools where all or most students are at high risk, a community might decide to dismiss such a school to better protect these high-risk students. This decision will be made by local and state government agencies.

CDC and MDH may recommend additional measures to help protect students and staff if global and national assessments indicate that viruses are causing more severe disease. In addition, local health and education officials may elect to implement some of these additional measures including the following:

- **Active screening** – Schools should regularly monitor the health of students and staff members and send them home if they are ill.
- **High-risk students and staff members stay home** – People at high risk of illness complications should talk to their doctor about staying home from school when a lot of illness is circulating in the community.
- **Extend the period ill persons should stay home** – If influenza or Coronavirus severity increases, people with Coronavirus illness should stay home for at least 14 days, even if symptoms are no longer present.
- **School dismissals** – School and health officials should work closely to balance the risks of illness in their community with the disruption dismissals will cause. The length of time schools should be dismissed will vary depending on the type of dismissal as well as the severity and extent of illness.

Kelliher School Planning

Current Responses:

- ❖ Administration will alert staff to the issues surrounding the Coronavirus, emphasizing prevention and awareness
- ❖ Students and staff will be given opportunities to wash hands frequently throughout the course of a day
- ❖ Administration will monitor staff illness and make plans for high staff illness as an employer response
- ❖ Staff will send students who appear ill to the nurse; students will be sent home if symptoms exist
- ❖ Parents will receive a letter from the Superintendent outlining the health issues and stressing the personal responsibility of individuals to stay home from school and work if sick
- ❖ District website will offer information and resources on the Coronavirus and the District's response to the situation

****Below are initial plans.** Given the COVID-19 is a new virus to humans, much will depend on how cases occur and the severity of illness.

If you are sick:

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 if 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.

Is It COVID-19?



Cough



Shortness of breath

Symptoms of COVID-19 can include cough, shortness of breath, fever, chills, headache, muscle pain, sore throat, or loss of taste or smell. Other less common symptoms include gastrointestinal symptoms like nausea, vomiting, or diarrhea. These symptoms may appear 2-14 days after you are exposed to the virus that causes COVID-19. Not everyone with COVID-19 has all of these symptoms, and some people may not have any symptoms.

Talk to your health care provider if you have questions or concerns about symptoms.

Should I Get Tested for COVID-19?

Our online screening tool assists with identifying Minnesotans who should be tested for COVID-19. Click the button below to determine if you should be tested.

[**Use the Self-Screening Tool**](#)

What To Do If You Are Sick

If you have symptoms of COVID-19, you should:

- Stay home.
- Wash your hands often.
- Cover your coughs and sneezes.
- Avoid sharing personal household items like dishes, towels, bedding, etc.
- Clean surfaces that you touch often.

When To Seek Medical Attention

If your illness is getting worse or you notice any of these emergency warning signs, call your health care provider right away. Emergency warning signs can include:

- Trouble breathing.
- Ongoing pain or pressure in the chest.
- New confusion or not being able to wake up.
- Bluish lips or face.

Call your doctor or clinic before going in. Tell them about your symptoms and they will give you instructions to help protect you and other patients.

SOCIAL DISTANCING:

What is social distancing? The term “social distancing” refers to measures being taken to restrict where and when people can gather in order to stop or slow the spread of infectious disease. In general, 6 feet of separation is the distance that should be kept between people interacting within their community. This recommendation is most important in any setting where there is close contact of people whose symptom status may be hard to monitor.



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through monitoring of symptoms and adherence to policies for people who are ill. Additionally, staff can build routines for participants to wash hands upon entering and leaving the classroom or program space and create regular cleaning practices for frequently used items such as desks, program equipment, writing utensils, and other programmatic materials. Social distancing guidance will support a 3- foot radius around each participant, resulting in a 6-foot total distance between any two people.

Face Covering Requirements and Recommendations under Executive Order 20-81

As of July 25, 2020, per the [Governor's Executive Order 20-81](#), people in Minnesota are required to wear a face covering in all indoor businesses and public indoor spaces, unless alone. Additionally, workers are required to wear a face covering when working outdoors in situations where social distancing cannot be maintained. Research has shown that use of face coverings can greatly reduce the risk of infection when combined with other prevention efforts such as social distancing and hand hygiene.

For more information about face coverings and the Executive Order, please see the [Frequently Asked Questions About the Requirement to Wear Face Coverings](#).

Types of Face Coverings

- Types of face coverings can include a paper or disposable mask, a cloth mask, a neck gaiter, a scarf, a bandanna, or a religious face covering.
- A face covering must cover the nose and mouth completely. The covering should not be overly tight or restrictive and should feel comfortable to wear.
- Any mask that incorporates a valve that is designed to facilitate easy exhaling, mesh masks, or masks with openings, holes, visible gaps in the design or material, or vents are not sufficient face coverings because they allow droplets to be released from the mask.
- A face covering is not a substitute for social distancing, but is especially important in situations when maintaining at least a 6-foot distance from other individuals who are not members of the same household is not possible.
- It is not known whether face shields (a clear plastic barrier that covers the face) provide the same source control for droplets as face masks, but they may be an option in situations where wearing a face mask is problematic. For optimal protection, the shield should extend below the chin and to the ears, and there should be no exposed gap between the forehead and the shield's headpiece.
- Although medical-grade masks (e.g., surgical face masks, N95 respirators) are sufficient face coverings, members of the public who do not work in health care or an occupation that requires medical-grade protective equipment (e.g., certain construction professions) are discouraged from wearing them as they should be reserved for those workers.

People exempted from the face covering requirement

- Children under age 2 years must not wear face coverings. Children between the ages of 2 and 5 years old are not required to wear face coverings, but are encouraged to wear a face covering when in public if they can do so reliably in compliance with CDC guidance on [How to Wear Cloth Face Coverings](#) (i.e., without frequently touching or removing the face covering).
- People who have medical or other health conditions, disabilities or mental health, developmental, or behavioral needs that make it difficult to tolerate wearing a face covering.
- Any person who has trouble breathing, is unconscious, sleeping, incapacitated, or is otherwise unable to remove the face covering without assistance.
- People at their workplace when wearing a face covering would create a safety hazard to the person or others as determined by local, state, or federal regulators or workplace safety guidelines.
- Alternatives to masks such as clear face shields may be considered for those with health conditions or situations where wearing a mask is problematic. Face shields may also be used as an alternative to face coverings when specifically permitted in the applicable Industry Guidance available at [Stay Safe Minnesota](#).

When it is required to wear a face covering

- In all indoor businesses and public indoor spaces, including when waiting outside to enter the public indoor space or business.
- When riding on public transportation such as buses or trains, or in a taxi, ride-sharing vehicle, or vehicle that is being used for a business purpose.
- For workers only: When working outdoors in situations where social distancing (i.e., maintaining physical distance of at least six feet from other individuals who are not in the same household) cannot be maintained.
- When present in a business, whether indoor or outdoor, that has additional face covering requirements. Businesses are allowed to require face coverings even in situations where face coverings are not otherwise required by Executive Order 20-81.

When a face covering is not required

- When at home or in an assigned room or living unit in a place of temporary lodging (e.g., hotel or motel room) or other place where a person may reside short- or long-term (e.g., shelter, dormitory, residential treatment facility, long-term care facility, correctional facility).
 - However, workers who enter a person's home or assigned living unit for purposes of their job—for example, home health care aides or staff in a

residential treatment, long-term care, or correctional facility—must wear face coverings when doing so. Certain facilities—including hospitals, shelters, long-term care facilities, residential programs licensed under Minnesota Statutes chapter 245D, residential treatment facilities, or correctional facilities—may also require visitors and residents, patients, or inmates to wear face coverings even when in a living unit.

- When in a private vehicle being used for private (i.e., non-business) purposes.
- When outdoors or participating in outdoor recreation (e.g., exercising, walking, gardening) for private purposes. However, workers are required to wear face coverings when working outdoors in situations where social distancing cannot be maintained.
- Even in situations where face coverings are not required, all people should carry a face covering to prepare for close interactions with others or to enter an indoor space.

When can a face covering can be temporarily removed

- While eating or drinking, if you can maintain 6 feet of physical distance from others who are not a member of the same party.
- When someone asks to verify an identity for lawful purposes, such as when ordering an alcoholic beverage or entering certain events.
- When participating in an activity in which the face covering will get wet. For example, when swimming.
- While communicating with someone who is deaf or hard of hearing, or who has a medical condition, disability, or mental health condition that makes communication with that individual while wearing a mask difficult, provided that social distancing is maintained to the extent possible between people who are not members of the same household.
- While receiving a service—including a dental examination or procedure, medical examination or procedure, or personal care service—that cannot be performed or would be difficult to perform when the individual receiving the service is wearing a face covering.
- When alone, such as when working in an office or a cubicle with walls higher than face level when social distancing is maintained, in an enclosed indoor area, in a vehicle, or in the cab of heavy equipment or machinery. In such situations, people should still carry face coverings to be prepared to wear when no longer alone.
- When participating in organized sports where the level of exertion makes wearing a face covering difficult.
- When participating in indoor physical exercise—such as in a gym or fitness center—where the level of exertion makes wearing a face covering difficult, as long as social distancing can be maintained at all times.
- When testifying, speaking, or performing in an indoor business or public indoor space, in situations or settings such as theaters, news conferences, legal proceedings, governmental meetings subject to the Open Meeting Law (Minnesota Statutes 2019, Chapter 13D), presentations, or lectures, provided

that social distancing is always maintained. Face shields should be considered as an alternative in these situations.

- During practices or performances in an indoor business or indoor public space when a face covering cannot be used while playing a musical instrument, provided that social distancing is always maintained.

When it is strongly recommended (but not required) to wear a face covering

- In any outdoor business or public outdoor space when it is not possible to maintain 6 feet of physical distance from others or where close person-to-person interaction is possible or likely, such as when entering or exiting a business, moving around in a space with others present, using the restroom, ordering food, or waiting in line.
- In private social gatherings—for example, when visiting in a private home with friends or relatives that do not reside in the same household—especially when it is not possible to maintain 6 feet of physical distance from others.
- At home, for individuals experiencing symptoms of COVID-19. This will help protect other members of the same household from being infected.
- During participation in organized sporting activities, if wearing a face covering is safe and practical.
- When at home or in a private vehicle when someone who is not a member of the same household is present, particularly when social distancing cannot be maintained.

Additional guidance: Child care, K-12 schools, and higher education institutions

Executive Order 20-81 establishes different or additional requirements, exceptions, and recommendations for child care, K-12 schools, and higher education institutions. For additional information, please see Executive Order 20-81 at [Executive Orders from Governor Walz](#), the [Frequently Asked Questions About the Requirement to Wear Face Coverings](#), and guidance specific to these settings at the following web pages:

- Child care settings are required to comply with the face covering and face shield guidance available at [Masking Recommendations for Child Care and Schools: COVID-19](#).
- Kindergarten through grade 12 schools are required to comply with the face covering and face shield guidance available at [2020-2021 Planning Guide for Schools \(PDF\)](#).

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Resources

- [Executive Orders from Governor Walz](#)

- [COVID-19 Mask Do's and Don'ts Video](#) - Available in many translations and in ASL version at [MDH Videos for COVID-19 Response](#)
- [CDC: How to Make Cloth Face Coverings](#)
- [Best Practices for Masks: Considerations for People with Disabilities or Special Health Needs \(PDF\)](#)
- [Minnesota COVID-19 Response: If You Are Sick](#)
- [2020-2021 Planning Guide for Schools \(PDF\)](#)
- [OSHA COVID-19 Frequently Asked Questions: Cloth Face Coverings](#)
- [Guidance for Mitigating COVID-19 at Higher Education Institutions \(PDF\)](#)

Guidance for cleaning and disinfecting

Guidance for cleaning and disinfecting Routine cleaning and disinfecting is key to maintaining a safe environment for faculty, students, and staff.

- ♣ Cleaning removes dirt and most germs and is usually done with soap and water.
- ♣ Disinfecting kills most germs, depending on the type of chemical, and only when the chemical product is used as directed on the label.

Routine cleaning and disinfecting

Clean and disinfect at least daily (or more, depending on use patterns) frequently touched surfaces and objects such as:

- ♣ Face shield
- ♣ Door knobs and handles
- ♣ Stair rails
- ♣ Classroom desks and chairs
- ♣ Lunchroom tables and chairs
- ♣ Countertops
- ♣ Handrails
- ♣ Light switches
- ♣ Handles on equipment (e.g., athletic equipment)
- ♣ Push-buttons on vending machines and elevators

- ♣ Shared toys
- ♣ Shared remote controls
- ♣ Shared telephones
- ♣ Shared desktops
- ♣ Shared computer keyboards and mice
- ♣ Bus seats and handrails

Note: Computer keyboards are difficult to clean. Shared computers should have signs posted instructing proper hand hygiene before and after using them to minimize disease transmission. To facilitate cleaning, consider using covers that protect the keys but enable use of the keys.

It is not necessary to routinely apply disinfectants to surfaces that are not high-touch or high-risk (e.g., floors, bookcases, tops of filing cabinets). Soft surfaces such as carpets, rugs, and drapes can be cleaned using soap and water or a cleaner appropriate for the material.

Cleaning cloth face coverings and face shields

- ♣ Cloth face coverings should be laundered as needed and changed if visibly soiled.
- ♣ The CDC provides guidance for the use and care of cloth face covering and face shields. Review the Use of Cloth Face Coverings to Help Slow the Spread of COVID-19 (<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-facecoverings.html>).
- ♣ Face shields should be cleaned following manufacturer's instructions.
 - While wearing gloves, carefully wipe the inside, followed by the outside of the face shield or goggles using a clean cloth saturated with neutral detergent solution or cleaner wipe.
 - Carefully wipe the outside of the face shield or goggles using a wipe or clean cloth saturated with EPA-registered hospital disinfectant solution.
 - Wipe the outside of face shield or goggles with clean water or alcohol to remove residue.
 - Fully dry (air dry or use clean absorbent towels).
 - Remove gloves and perform hand hygiene.

When a student or staff member becomes ill

When a student or staff member develops any symptoms of illness consistent with COVID-19 in a school or child care setting:

- ♣ Isolate the person in a separate room while they wait to be picked up or until they are able to leave the facility on their own. Ensure that they have hygiene supplies available, including a cloth face covering / face shield, facial tissues, and alcohol-based hand rub.
 - Remind staff who are monitoring the student or staff member with symptoms to wear a cloth face mask and practice social distancing. Close off the space used for isolation after the ill person leaves. Wait 24 hours before you clean or disinfect. If 24 hours is not feasible, wait as long as possible. Open outside doors and windows and use ventilating fans to increase air circulation in the area.
- ♣ Open the space for use after proper cleaning and disinfecting.
- ♣ Clean and disinfect all areas used by the person who is sick, such as high-touch surfaces, and items they have touched (e.g., individual desk, cot, recently used toys, shared equipment).
- ♣ Wear gloves when cleaning, and wash hands after removing gloves.

General precautions for the cleaning staff after an ill student has been in your facility

The risk of getting COVID-19 from cleaning is low. The following are general precautions for cleaning staff, given that community transmission of COVID-19 is occurring:

- ♣ Staff should not touch their face while cleaning and only after they can wash hands after cleaning.
- ♣ Cleaning staff should wear uniforms (or designated work clothes) and disposable gloves when cleaning and handling trash. Cleaning staff should change clothes at the end of a shift. It may be helpful for them to keep a change of clothes at work.
- ♣ Clothing worn while cleaning should be placed in a plastic bag until it can be laundered. Laundering should be done as soon as possible and done safely at home.
- ♣ Cleaning staff should thoroughly wash hands with soap and water for at least 20 seconds after gloves are removed.
- ♣ Staff who are responsible for cleaning and disinfecting should be trained to use disinfectants safely and effectively and to safely clean up potentially infectious materials and body fluids – blood, vomit, feces, and urine.

♣ All cleaning staff should be trained on the hazards of the cleaning chemicals used in the workplace in accordance with OSHA's Hazard Communication Standard 29 CFR 1910.1200 (www.osha.gov/laws-regs/regulations/standardnumber/1910/1910.1200).
Resource

Frequently Asked Questions About COVID-19 for Facilities Service and Cleaning Staff (<https://www.health.state.mn.us/diseases/coronavirus/schools/cleanfaq.html>).

Cleaning and disinfecting products

- ♣ Use soap and water or another detergent to clean dirty items. Then, use a disinfectant.
- ♣ Use an EPA-registered household disinfectant and follow the manufacturer's instructions to ensure safe and effective use of the product.
- ♣ List N: Disinfectants for Use Against SARS-CoV-2 (COVID-19) (<https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2-covid19>)
- ♣ Many products recommend:
 - Keeping the surface wet for a period of time (see the product label).
 - Wearing gloves and ensuring good ventilation during use of the product.
- ♣ Use diluted household bleach solutions, if appropriate for the surface.

However:

- Check to ensure the product is not past its expiration date.
- Follow manufacturer's instructions for application and proper ventilation. Never mix household bleach with ammonia or any other cleanser.
- Use eye protection or have immediate access to an eyewash station.
- Leave solution on a surface for at least 1 minute.

To make a bleach solution, mix:

- 5 tablespoons (1/3 cup) of bleach per gallon of water OR
- 4 teaspoons of bleach per quart of water

Make only enough diluted bleach solution that can be used in 24 hours. After that, the solution may not be effective. Alcohol solutions with at least 70% alcohol can also be used for cleaning.

The Kelliher Public School COVID-19 Preparedness Plan will be communicated to all stakeholders and necessary training will be provided when guidance becomes available. The Preparedness Plan will be updated as needed. If you have questions or concerns regarding the Plan you may contact Kelliher Public School.