

Autauga County Schools Roadmap to Reopening Schools School Year 2022-2023



Learning Today...Leading Tomorrow

AUTAUGA COUNTY SCHOOLS ROADMAP TO REOPENING

Roadmap Recommendations/Best Practices	
This roadmap provides recommendations/best practices to maintain healthy and safe working and learning environments for all employees and students of Autauga County Schools.	
Communication	<ul style="list-style-type: none"> <input type="checkbox"/> Utilize a variety of communication tools: <ul style="list-style-type: none"> ✓ School Messenger (Superintendent/ Principal) ✓ Websites (District/ School) ✓ Social Media (Face Book, etc.) ✓ Newsletters <input type="checkbox"/> Amend Autauga County Roadmap to Reopening for 2022-2023 and post on the school system website www.acboe.net <input type="checkbox"/> Survey parents about student learning option: traditional or virtual <input type="checkbox"/> Communicate with families on how to identify COVID-19 symptoms that indicate students and staff must stay at home and encourage families to self-report symptoms to health care officials (See Appendix A) <input type="checkbox"/> Post information on district and school websites to communicate how to stop the spread, COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols <input type="checkbox"/> Post signage on buses and in car pool areas to communicate how to stop the spread, COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols

Prevention Protocols

- ☐ Inventory and order sanitizing supplies and equipment
- ☐ Install touch-free hand-sanitizing stations in several designated common areas
- ☐ Ensure all restrooms are equipped with working dispensers for soap, paper towels, and hand dryers (ensure adequate supply of soap and paper towels)
- ☐ Teach and reinforce good hygiene measures such as handwashing, covering coughs
- ☐ Provide hand soap and hand sanitizer with at least 60% alcohol, paper towels, and no-touch trash cans in all bathrooms, classrooms, and frequently trafficked areas
- ☐ Post signage in classrooms, hallways, and entrances to communicate how to stop the spread, COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols
- ☐ Post signage in restrooms on proper hand washing practices
- ☐ Clean/disinfect frequently touched surfaces at least daily and shared objects after each use
- ☐ Provide masks, face shields, and other appropriate PPE to staff (upon request)
- ☐ Allow students and staff to bring hand sanitizer and face masks/coverings to use from home
- ☐ Take steps to ensure all water systems and features are safe
- ☐ Establish water stations/ allow students to bring water bottles from home
- ☐ Conduct daily cleaning utilizing guidelines from CDC and OSHA (See Appendix B)
- ☐ Conduct deep cleaning of schools prior to students/staff returning; schedule additional cleanings during weekends or school holidays/breaks (See Appendix C)
- ☐ Ensure staff disinfects common equipment after use (i.e. workroom, copier room, etc.)
- ☐ Install plastic or glass barriers in reception areas (i.e. office, student center, etc.)

Screening of Students

- ☐ Implement a three-pronged approach:
 - ✓ **Home:** Communicate to families that home is the initial point of screening each day

	<p>(Provide parents with information on how to prevent the spread, COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols)</p> <ul style="list-style-type: none"> ✓ Transportation: Post signage on buses that any student with COVID-like symptoms may not be transported to school/ Post signage car pool areas indicating any student with COVID-like symptoms may not be dropped off at school ✓ School: Train staff in visual screening of students (appearance: flushed cheeks, lack of pallor in cheeks etc.)
Student Transportation	<ul style="list-style-type: none"> <input type="checkbox"/> Post signage on buses that any student with COVID-like symptoms may not be transported to school/ Post signage car pool areas indicating any student with COVID-like symptoms may not be dropped off at school <input type="checkbox"/> Train drivers (and aides) in safety protocol <input type="checkbox"/> Provide hand sanitizer for students and bus drivers <input type="checkbox"/> Equip buses with cleaning supplies and secure from students <input type="checkbox"/> Clean and disinfect frequently touched surfaces on the bus after each route <input type="checkbox"/> Increase air flow/ ventilation, windows should be opened to the maximum extent possible (as weather permits) <input type="checkbox"/> Clean and disinfect bus/transport vehicle that transported a student, driver, or other passenger that tests positive for COVID-19 or exhibited symptoms of COVID-19 <input type="checkbox"/> Provide replacement a bus in the event a bus must be pulled from route service due to a suspected or confirmed case of COVID-19
Entry/Exit School Campus	<ul style="list-style-type: none"> <input type="checkbox"/> Post signage at car pool areas indicating any student with COVID-like symptoms may not be dropped off at school <input type="checkbox"/> Place hand-sanitizing stations at the entrances of the building and other designated common areas

	<ul style="list-style-type: none"> <input type="checkbox"/> Post signage in classrooms, hallways, and entrances to communicate how to stop the spread, COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocol <input type="checkbox"/> Maintain established protocol for students/staff who feel ill/experience symptoms when they come to school <input type="checkbox"/> Mark spaced lines to enter the building and designate entrance and exit flow paths
Breakfast/Lunch Meals	<ul style="list-style-type: none"> <input type="checkbox"/> Designate entrances and exits flow paths <input type="checkbox"/> Ensure sneeze guards are in place in the serving area <input type="checkbox"/> Allow student hand washing before and after meal service <input type="checkbox"/> Provide hand sanitizer for students and staff <input type="checkbox"/> Conduct cleaning of lunchroom high-touch surfaces throughout the school day <input type="checkbox"/> Ensure cleaning of every table between groups of students and between meal serving times <input type="checkbox"/> Post signage in classrooms, hallways, and entrances to communicate how to stop the spread, COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocol <input type="checkbox"/> Ensure adequate supplies are readily available for staff and students (soap, towels, sanitizer, gloves, masks, disposable aprons, etc.) <input type="checkbox"/> Utilize outdoor seating (as desired-when feasible)
Transitions	<p>Plan for class changes/other transitions throughout the school day:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Maintain protocol to minimize students being sent on errands to submit or collect items, early dismissals, etc. (e.g. office, lunchroom, media center) <input type="checkbox"/> Utilize hand-sanitizing stations placed in halls and other designated common areas

<p>Student Learning Environments and Pedagogy</p>	<p>Traditional (Face-to Face) Learning:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Incorporate virtual learning components in weekly lessons <input type="checkbox"/> Incorporate eLearning days (See Appendix D) September 3; November 12; February 18; April 14 <input type="checkbox"/> Utilize outdoor space (when feasible) <input type="checkbox"/> Utilize large spaces for instruction (i.e. gym, library, multipurpose room, etc.) <input type="checkbox"/> Clean and sanitize frequent touch areas often throughout day <input type="checkbox"/> Teach and remind students of good hygiene practices <input type="checkbox"/> Utilize Alabama Teaching and Learning Framework (Refer to Framework during lesson planning: www.alsde.edu) <p>Identifying and Addressing Learning Gaps:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Utilize Early Reading and Math assessments and other benchmarks to identify learning gaps <input type="checkbox"/> Notify families regarding students who have been identified with reading deficiencies within 15 days of identification (in accordance with the Alabama Literacy Act) <input type="checkbox"/> Utilize intervention program to address learning gaps <input type="checkbox"/> Establish and implement tutoring (after-school, Saturday school , summer programs) to address learning gaps <p>Virtual Learning</p> <ul style="list-style-type: none"> <input type="checkbox"/> Inform parents on how to make application for virtual learning <input type="checkbox"/> Ensure devices are provided to special populations (as needed) <input type="checkbox"/> Provide training to staff on how to use Learning Management System (LMS): Schoology for teaching (as needed) <input type="checkbox"/> Provide training to parents on how to use Learning Management System (LMS): Schoology for learning (as needed)
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	<ul style="list-style-type: none"> <input type="checkbox"/> Implement eLearning days (staff reports to schools) (See Appendix D) September 3; November 12; February 18; April 14 <input type="checkbox"/> Assign ACS Virtual Teaching Staff based on student numbers-Grades 1-5 <input type="checkbox"/> Implement use of Edgenuity online learning platform for grades 6-12 <input type="checkbox"/> Utilize Alabama Teaching and Learning Framework (Refer to Framework during lesson planning: www.alsde.edu) <p>Identifying and Addressing Learning Gaps:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Utilize Early Reading and Math assessments and other benchmarks to identify learning gaps <input type="checkbox"/> Require students to report to designated location to take benchmark assessments <input type="checkbox"/> Notify families regarding students who have been identified with reading deficiencies within 15 days of identification (in accordance with the Alabama Literacy Act) <input type="checkbox"/> Utilize intervention program to address learning gaps
Physical Education	<p>Physical Education</p> <ul style="list-style-type: none"> <input type="checkbox"/> Designate entrance and exits-if available, utilize outside entry doors as much as possible <input type="checkbox"/> Schedule outdoor activities as much as possible as allowed by weather conditions <input type="checkbox"/> Disinfect equipment between classes (as feasible) <input type="checkbox"/> Students disinfect hands in and out of PE class (hand-sanitizing stations) <input type="checkbox"/> Ensure teachers have the ability to communicate for safety purposes (ex. walkie-talkie). <input type="checkbox"/> Inform students that they should wear clothing that is appropriate for weather conditions, allows for full movement and safe for participation when scheduled for physical education

Vulnerable Populations	<ul style="list-style-type: none"> <input type="checkbox"/> Survey families with vulnerable children to gauge their intentions in returning to a traditional school setting while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws <input type="checkbox"/> Provide remote/distance learning opportunities for vulnerable student populations in consultation with parents and public health officials <input type="checkbox"/> Consult with local Board attorneys and district human resources officials to offer reasonable accommodations for vulnerable personnel <input type="checkbox"/> Adhere to FERPA and HIPPA requirements <input type="checkbox"/> Adhere to state and federal employment law and extended leave allowances <input type="checkbox"/> Offer an Employee Assistance Program to all staff members <input type="checkbox"/> Provide communication strategies for families who speak another language other than English: Full time EL Specialist who is fluent in Spanish Language Line (real time interpreters to assist with meetings, conferences, parent inquires, etc) Contract with Language Interpreters as needed Transact (provides state, district and school documents in home language of EL student)
Staff or Student Illness at School	<ul style="list-style-type: none"> <input type="checkbox"/> Utilize additional health room to separate anyone who exhibits COVID-like symptoms (ensure adequate supervision of an isolated student or staff member) <input type="checkbox"/> Use Standard and Transmission-Based Precautions when caring for sick people (school nurses and other healthcare providers) <input type="checkbox"/> Notify local health officials, staff, and families immediately of a possible case while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws <input type="checkbox"/> Close off areas used by a sick person and do not use before cleaning and disinfection.

	<ul style="list-style-type: none"> ✓ Ensure safe and correct application of disinfectants and keep disinfectant products away from children □ Advise sick students and staff members not to return until they have met state ADPH criteria to discontinue home isolation
Health Services	<ul style="list-style-type: none"> □ Train nursing personnel in safety protocol □ Train school staff in safety protocol □ Collaborate with community agencies to inform students and staff of availability of COVID testing and vaccination clinics □ Maintain protocol for when students should go to the nurse's office □ Provide small first aid kit (Ziploc bag) for teachers with Band-Aids, 4x4 gauze, gloves, and other pertinent supplies for minor first aid to prevent high traffic in nurse's office) □ Space seating for nursing staff and waiting areas □ Maintain additional health room to separate anyone who exhibits COVID-like symptoms (ensure adequate supervision of an isolated student or staff member) □ Communicate to families that home is the initial point of screening each day (Provide parents with information on how to prevent the spread, COVID-19 symptoms, preventative measures (including staying home when sick), good hygiene, and school/district specific protocols See Appendix A □ Designate a mental health liaison (school-based who will work with the district, local public health agencies, and community partners) □ Strongly encourage a physician release before an employee or student who was diagnosed with COVID-19 or flu returns to work or school □ Stay current and knowledgeable of local health department, ADPH, and CDC guidance regarding the most current COVID-19 guidance □ Notify local, district and state personnel of confirmed positive cases of student or staff and communicate next steps

Roadmap to Reopening Appendices

Appendix A: COVID-19:

Prevent the Spread

Managing Symptoms

When to Keep Your Child at Home

Appendix B: Daily Cleaning Guidelines

Appendix C: Deep Cleaning Guidelines

Prevent the spread of COVID-19 if you are sick Appendix A

Accessible version: <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>

If you are sick with COVID-19 or think you might have COVID-19, follow the steps below to care for yourself and to help protect other people in your home and community.

Stay home except to get medical care.

- **Stay home.** Most people with COVID-19 have mild illness and are able to recover at home without medical care. Do not leave your home, except to get medical care. Do not visit public areas.
- **Take care of yourself.** Get rest and stay hydrated. Take over-the-counter medicines, such as acetaminophen, to help you feel better.
- **Stay in touch with your doctor.** Call before you get medical care. Be sure to get care if you have trouble breathing, or have any other emergency warning signs, or if you think it is an emergency.
- **Avoid public transportation, ride-sharing, or taxis.**



Separate yourself from other people and pets in your home.

- **As much as possible, stay in a specific room** and away from other people and pets in your home. Also, you should use a separate bathroom, if available. If you need to be around other people or animals in or outside of the home, wear a cloth face covering.
- See **COVID-19 and Animals if you have questions about pets:** <https://www.cdc.gov/coronavirus/2019-ncov/faq.html#COVID19animals>
- Additional guidance is available for those **living in close quarters.** (<https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/living-in-close-quarters.html>) and **shared housing** (<https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/shared-housing/index.html>).



Monitor your symptoms.

- **Symptoms of COVID-19 include fever, cough, and shortness of breath but other symptoms may be present as well.**
- **Follow care instructions from your healthcare provider and local health department.** Your local health authorities will give instructions on checking your symptoms and reporting information.



When to Seek Emergency Medical Attention

Look for **emergency warning signs*** for COVID-19. If someone is showing any of these signs, **seek emergency medical care immediately:**

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Bluish lips or face
- Inability to wake or stay awake

*This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you.

Call 911 or call ahead to your local emergency facility:

Notify the operator that you are seeking care for someone who has or may have COVID-19.

Call ahead before visiting your doctor.

- **Call ahead.** Many medical visits for routine care are being postponed or done by phone or telemedicine.
- **If you have a medical appointment that cannot be postponed, call your doctor's office,** and tell them you have or may have COVID-19.



If you are sick, wear a cloth covering over your nose and mouth.

- **You should wear a cloth face covering over your nose and mouth** if you must be around other people or animals, including pets (even at home).
- You don't need to wear the cloth face covering if you are alone. If you can't put on a cloth face covering (because of trouble breathing for example), cover your coughs and sneezes in some other way. Try to stay at least 6 feet away from other people. This will help protect the people around you.
- Cloth face coverings should not be placed on young children under age 2 years, anyone who has trouble breathing, or anyone who is not able to remove the covering without help.



Note: During the COVID-19 pandemic, medical grade facemasks are reserved for healthcare workers and some first responders. You may need to make a cloth face covering using a scarf or bandana.



[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

Cover your coughs and sneezes.

- **Cover your mouth and nose** with a tissue when you cough or sneeze.
- **Throw used tissues** in a lined trash can.
- **Immediately wash your hands** with soap and water for at least 20 seconds. If soap and water are not available, clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol.



Clean your hands often.

- **Wash your hands often** with soap and water for at least 20 seconds. This is especially important after blowing your nose, coughing, or sneezing; going to the bathroom; and before eating or preparing food.
- **Use hand sanitizer** if soap and water are not available. Use an alcohol-based hand sanitizer with at least 60% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry.
- **Soap and water are the best option**, especially if your hands are visibly dirty.
- **Avoid touching** your eyes, nose, and mouth with unwashed hands.



Avoid sharing personal household items.

- **Do not share** dishes, drinking glasses, cups, eating utensils, towels, or bedding with other people in your home.
- **Wash these items thoroughly after using them** with soap and water or put them in the dishwasher.



Clean all "high-touch" surfaces everyday.

- **Clean and disinfect** high-touch surfaces in your "sick room" and bathroom. Let someone else clean and disinfect surfaces in common areas, but not your bedroom and bathroom.
- **If a caregiver or other person needs to clean and disinfect** a sick person's bedroom or bathroom, they should do so on an as-needed basis. The caregiver/other person should wear a cloth face covering and wait as long as possible after the sick person has used the bathroom.



High-touch surfaces include phones, remote controls, counters, tabletops, doorknobs, bathroom fixtures, toilets, keyboards, tablets, and bedside tables.

- **Clean and disinfect areas that may have blood, stool, or body fluids on them.**
- **Use household cleaners and disinfectants.** Clean the area or item with soap and water or another detergent if it is dirty. Then use a household disinfectant.
 - Be sure to follow the instructions on the label to ensure safe and effective use of the product. Many products recommend keeping the surface wet for several minutes to ensure germs are killed. Many also recommend precautions such as wearing gloves and making sure you have good ventilation during use of the product.
 - Most EPA-registered household disinfectants should be effective.

When you can be around others after you had or likely had COVID-19

When you can be around others (end home isolation) depends on different factors for different situations.



• I think or know I had COVID-19, and I had symptoms

- You can be with others after
 - 3 days with no fever**AND**
 - symptoms improved**AND**
 - 10 days since symptoms first appeared
- Depending on your healthcare provider's advice and availability of testing, you might get tested to see if you still have COVID-19. If you will be tested, you can be around others when you have no fever, symptoms have improved, and you receive two negative test results in a row, at least 24 hours apart.

• I tested positive for COVID-19 but had no symptoms

- If you continue to have no symptoms, you can be with others after:
 - 10 days have passed since test
- Depending on your healthcare provider's advice and availability of testing, you might get tested to see if you still have COVID-19. If you will be tested, you can be around others after you receive two negative test results in a row, at least 24 hours apart.
- If you develop symptoms after testing positive, follow the guidance above for "I think or know I had COVID, and I had symptoms."

10 things you can do to manage your COVID-19 symptoms at home

Accessible Version: <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>

If you have possible or confirmed COVID-19:

- 1. Stay home** from work and school. And stay away from other public places. If you must go out, avoid using any kind of public transportation, ridesharing, or taxis.



- 2. Monitor your symptoms** carefully. If your symptoms get worse, call your healthcare provider immediately.



- 3. Get rest and stay hydrated.**



- 4.** If you have a medical appointment, **call the healthcare provider** ahead of time and tell them that you have or may have COVID-19.



- 5.** For medical emergencies, call 911 and **notify the dispatch personnel** that you have or may have COVID-19.



- 6. Cover your cough and sneezes.**



- 7. Wash your hands often** with soap and water for at least 20 seconds or clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol.



- 8.** As much as possible, **stay** in a specific room and **away from other people** in your home. Also, you should use a separate bathroom, if available. If you need to be around other people in or outside of the home, wear a cloth face covering.



- 9. Avoid sharing personal items** with other people in your household, like dishes, towels, and bedding.



- 10. Clean all surfaces** that are touched often, like counters, tabletops, and doorknobs. Use household cleaning sprays or wipes according to the label instructions.



[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

WHEN TO KEEP YOUR CHILD AT HOME

Regular attendance at school is encouraged and is necessary for your child's progress. However, he/she should stay at home if he/she has any of the following conditions in order to prevent the spread of communicable diseases to others.

- a) Fever – Temperature of 100.4. Child should remain home until fever free for 72 hours or Health Care Providers documentation to return to school.
- b) Vomiting – Your child should not attend school if they have vomited within the last 24 hours.
- c) Diarrhea – Your child should remain home if they have had diarrhea within the last 24 hours.
- d) Undiagnosed Rash - Your child should not attend school until the rash has been diagnosed and treated. It could be measles, chickenpox or some other contagious disease.
- e) Pink Eye (Conjunctivitis) – Pink eye is contagious. Your child should be seen by your doctor and treated before returning to school.
- f) Lice and/or nits (eggs) – Your child should not return to school until he/she has been treated with a lice shampoo and removed as many nits as possible. You must accompany your child upon his/her return to school and bring a receipt for lice shampoo. Take your child to the office to see the school nurse.
- g) If your child has COVID-19 symptoms such as cough, fever, chills, shortness of breath, extreme fatigue, or sore throat, please keep him/her home and contact your health care provider.

AUTAUGA COUNTY SCHOOLS

DAILY CLEANING GUIDELINES

(Custodians are encouraged to wear disposable gloves and masks while cleaning.)

Daily cleaning implementation routine is essential, including everyday practices used to maintain a healthy and safe environment. Custodians must adhere to the following guidelines:

- Disinfect community spaces thoroughly (high traffic areas).
- Use cleaning and disinfecting chemicals daily.
- Use disinfectant to sanitize all classrooms when free of teachers and students.
- Establish a routine to sweep, vacuum, and periodically mop classrooms and offices.
- Clean restrooms twice daily and monitor to make sure essential products are readily available (soap, paper towels, tissue, etc.).
- Remove trash throughout the building and dispose in outdoor dumpsters.
- Incorporate additional cleaning of building throughout the school year when needed (weekends, holidays, etc.).

WHEN TO CLEAN AND DISINFECT THE OUTDOOR AREAS

Playgrounds only require a general cleaning. Staff must adhere to the following guidelines:

- Do not spray disinfectant on outdoor playgrounds. It is not an efficient use of supplies and is not proven to reduce the risk of COVID-19.
- Disinfect highly touch surfaces made of plastic or metal, such as grab bars and railings.
- Do not clean/disinfect wooden surfaces (play structures, benches, tables, etc.) or groundcovers (mulch, sand).

Sidewalks and parking lots should not be disinfected.

- Spread of COVID-19 from these surfaces is very low and disinfecting is not practical.

AUTAUGA COUNTY SCHOOLS DEEP CLEANING GUIDELINES

(Custodians are encouraged to wear disposable gloves and masks while cleaning.)

Deep cleaning procedures will be implemented immediately once notified of a positive COVID-19 case. Custodians must adhere to the following guidelines:

- Close off areas used by the person who is sick.
- Open doors and windows to increase air circulation in the area.
- Clean and disinfect all areas used by the person who is sick such as offices, restrooms, lunchrooms, gyms, and any other common areas within the building.
- Clean and disinfect shared electronic equipment such as tablets, computers, touch screens, monitors, keyboards, etc.
- Reopen once specific areas have been properly disinfected.