

# Keeping Students & Staff Safe



## *Cleaning & Disinfection*

### *Disinfecting Fog Machine*



- After students are dismissed from the dorm, a designated staff member will “fog” the following:
  - Assigned Dorm Rooms
  - Common Areas
- After students are dismissed from school\*, a designated staff member will “fog” the following:
  - Classrooms & Common Areas
  - Lockers
  - Restrooms (both student & staff)
  - Break Rooms

### *Frequently Touched Objects*



- All frequently touched items will be cleaned throughout the day /
- Staff will clean each work area after each use
- Normal daily cleaning will be maintained (e.g., trash removed, vacuuming)
- Normal daily cleaning of dorms will be maintained (e.g., cleaning bathrooms)

### *Student Life / Dormitory*



- All frequently touched items will be cleaned throughout dorm time
- Staff will clean all living and work areas after each use
- Normal daily cleaning of dorms will be maintained (e.g., trash removed, vacuuming)
- Staff will support students in cleaning their living areas as needed
- Overnight staff will clean all living and work areas

### *Cafeteria & Restrooms*



- Cafeteria will be cleaned before / after each lunch group
- Student restrooms in school buildings will be cleaned four times per day at these approximate times:
  - 10:00 am
  - 12:00 pm
  - 2:00 pm
  - 4:00 pm

*\*Staff should leave the building by 5:00 pm to ensure the building can be cleaned without risk of re-contamination*

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## *Arriving on Campus*

### **KSD Staff / Visitors / Vendors**



- Go to Security for a temperature check and screening
- If no fever and pass screening, you will be permitted to proceed to your location
- If fever or answer affirmative to screening, you will be asked to leave campus and encouraged to follow up with a local health resource

### **Early Childhood / Elementary / Related Services Staff**



- Go to Emery Hall (EH) (west entrance) for a temperature check and screening
- Any related services staff who have an office in EH will check in through this location
- If no fever and pass screening, you will be permitted to proceed to your location
- If fever or answer affirmative to screening, you will be asked to leave campus and encouraged to follow up with a local health resource

### **Secondary / Related Services Staff**



- Go to Roberts (west lobby entrance) for a temperature check and screening
- Any related services staff who have an office in Roberts will check in through this location
- If no fever and pass screening, you will be permitted to proceed to your location
- If fever or answer affirmative to screening, you will be asked to leave campus and encouraged to follow up with a local health resource



**CORONAVIRUS 2019-nCoV**

**SYMPTOMS**



FEVER



COUGH



SHORTNESS  
OF BREATH



SORE THROAT



HEADACHE