

NORTH KINGSTOWN SCHOOL DEPARTMENT

RETURNING TO SCHOOL, FALL 2020

SEPTEMBER 2, 2020



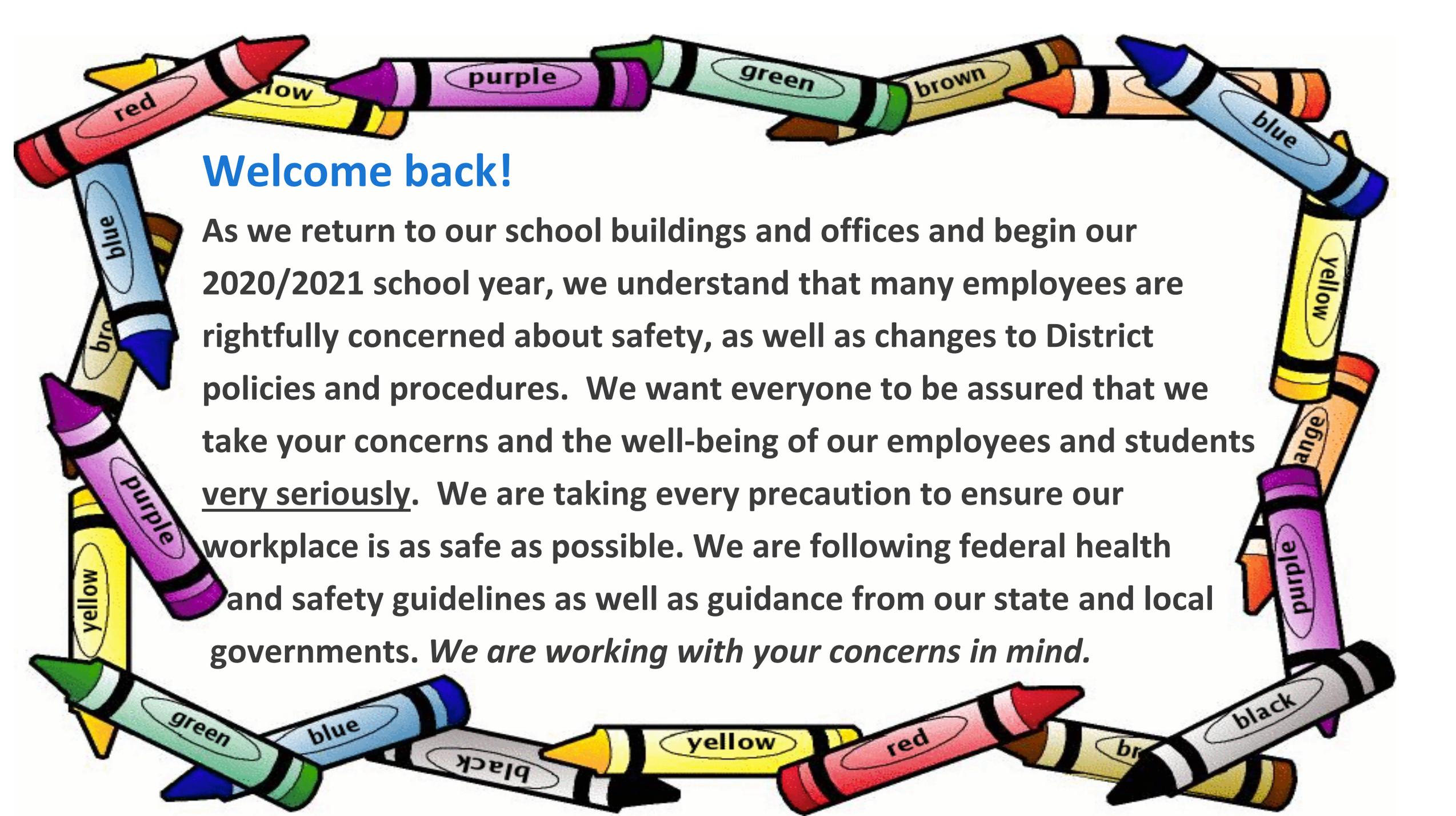


BACK
TO School

Be kind – TO YOURSELF AND TO OTHERS. Understand that this is a stressful time for everyone.

Remember that your colleagues/ students may have concerns of which you are unaware. Be respectful of each other.





Welcome back!

As we return to our school buildings and offices and begin our 2020/2021 school year, we understand that many employees are rightfully concerned about safety, as well as changes to District policies and procedures. We want everyone to be assured that we take your concerns and the well-being of our employees and students very seriously. We are taking every precaution to ensure our workplace is as safe as possible. We are following federal health and safety guidelines as well as guidance from our state and local governments. *We are working with your concerns in mind.*

PURPOSE OF THIS PRESENTATION:

- Educate employees on best practices for returning to school and provide guidance information regarding COVID-19.
- Provide information regarding symptoms and how employees can reduce the spread of COVID-19 thru cautious behavior, recommended preventative measures, hygiene and sanitization of work space, wearing of face coverings, and enhanced cleaning measures.
- Inform employees of screening protocols that will be in place for staff, students and visitors.
- Provide information regarding our new Employee Assistance Program.
- Provide information regarding RIDE/RIDOH protocols for probable or confirmed cases of COVID-19.
- Provide information on what we can all do during the pandemic.
- Provide pertinent resources to help answer further questions.



The coronavirus pandemic has changed many aspects of our current lives. As we return to schools and offices, we will be implementing practices for the health and safety of all of our staff and students.

By following best practices, you can help prevent the spread of COVID-19 and protect the health and safety of yourself as well as other employees and students.

WE CAN ALL MAKE A DIFFERENCE!



A circular arrangement of various school supplies and items. Starting from the top and moving clockwise, there is a red notebook with a pen, a pink pencil case with a pencil, a green notebook with a pencil, a globe, a brown notebook with a pen, a yellow banana, a blue notebook with a pen, a red apple, a globe, a red pen, a green pencil, a blue notebook, a pink pencil case with a pencil, a yellow banana, a yellow notebook with a red bookmark, a green apple, and a red pen. The items are arranged in a ring around the central text.

**STUFF YOU SHOULD (AND
PROBABLY ALREADY DO)
KNOW...**

According to the CDC, SARS-CoV-2 is the virus that causes COVID-19.



The virus is thought to spread mainly from person-to-person:

- Between people who are in close contact with one another (less than 6' with no protective face covering).
- Through respiratory droplets produced when an infected person coughs, sneezes, or talks.
- Droplets that land in the mouth or nose of people who are nearby or possibly inhaled into the lungs – **WEARING A FACE COVERING IS IMPORTANT!**
- COVID-19 may also be spread by people who are not showing symptoms.

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-covid-spreads.html>



The CDC has separated those at high risk for severe illness of contracting Covid-19 into two groups – those who **ARE** at increased risk and those who **MAY** be at increased risk.

Those who **ARE** determined to be at increased risk include those with cancer, chronic kidney disease, COPD, weakened immune systems due to an organ transplant, heart conditions, sickle cell disease, or type 2 diabetes mellitus.

Those who **MAY** be at increased risk include those with asthma, high blood pressure, women who are pregnant and several other conditions noted by the CDC.

It is important that if you fall into either of these categories, you take extra precautions to protect yourself from contracting Covid-19. Please refer to this link for further information:

<https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-with-medical-conditions.html>



SYMPTOMS, CAUTIONS AND PREVENTATIVE MEASURES





SYMPTOMS:

It is important that you are aware of the more common symptoms of COVID-19. According to the CDC, COVID-19 can have a wide range of symptoms that may appear 2-14 days after an individual contracts the virus. Symptoms to be mindful of that may not be normal to you could include:

- Fever or chills
- Cough/dry cough (new)
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle/body aches/pains
- Headache
- Sore throat
- New loss of taste or smell
- Congestion/runny nose (new)
- Nausea/vomiting/diarrhea

<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>



NOT ALL SYMPTOMS ARE CREATED THE SAME!

A probable case of COVID-19 is defined as any one of the following symptoms:

- * New cough
- * Shortness of breath or difficulty breathing
- * New loss of taste or smell;

OR - Any two of the following symptoms:

- * Fever or chills
- * Muscle/body aches
- * Headaches
- * Sore throat
- * Fatigue
- * New congestion or runny nose
- * Nausea, vomiting or diarrhea

<https://www.cdc.gov/nndss/conditions/coronavirus-disease-2019-covid-19/case-definition/2020/>



PREVENTATIVE MEASURES:

According to the CDC, COVID-19 is primarily spread from person to person. To help prevent the spread, please follow guidelines as prescribed by the CDC that include:

- Avoid touching your face, eyes, nose, mouth.
- Cover your mouth and nose when you cough or sneeze.
- Sneeze or cough into your elbow.
- Immediately properly dispose of used tissues.
- Washing your hands or using hand sanitizer often, especially immediately after blowing your nose.

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/sick-with-2019-nCoV-fact-sheet.pdf>



MORE PREVENTATIVE MEASURES

- Practice social distancing—maintaining a distance of at least 6’ when possible.
 - If social distancing is not possible, wear a mask or face covering.
 - Avoid shaking hands. This practice can spread germs, diseases and illnesses at an expedited rate.
 - Adjusted meeting practices. Meetings should be conducted virtually whenever possible. In the event of a face to face meeting, limit participants and spread out as much as possible.
 - Avoid sharing multi-touch devices or other implements.
 - Limited/eliminated visitor/volunteer access to school buildings.
 - All water fountains will be shut off until further notice. Bottled water will be provided.
- 

A B C

HYGIENE AND SANITIZATION



Hand washing and proper hygiene

As COVID-19 primarily transfers from person to person, one of the best ways to prevent the spread is frequent hand washing. Hand washing routines should include the following:

Frequent washing with soap and water, for at least 20 seconds or using hand sanitizer with at least 60% alcohol content.

We are working to secure many additional wall mounted hand sanitizer units. These units are difficult to obtain at this time, and we are pending a large order. Should we be unable to secure additional wall mounted units, pump bottles of hand sanitizer will be placed in classrooms until wall units are received.

<https://www.cdc.gov/handwashing/index.html>



Sanitizing your work space and surrounding work area:

While the District has implemented enhanced cleaning measures in response to COVID-19, each employee can play an important role to reduce the spread of the illness.

- Ensure that you sanitize your work area regularly during the school day.
- Do not share electronic devices or other implements/tools or shared equipment.
- Classroom cleaning spray and paper towels will be available in all classrooms for this use.

PLEASE HELP OTHERS MAINTAIN A CLEAN WORKSPACE 



MASKS AND FACE COVERINGS



Face Coverings and Masks:

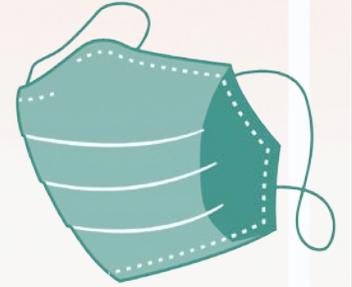
According to the CDC, masks and face coverings can help prevent the spread of COVID-19.

A face covering refers to a cloth covering of the face and is not a medical-grade mask. Masks refer to filtering respirators, such as an N95, KN95, medical-grade or surgical mask. Masks are considered critical supplies which are usually reserved for health care workers and other medical first responders.

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/about-face-coverings.html>



Face Coverings and Masks, Cont.



In alignment with this guidance:

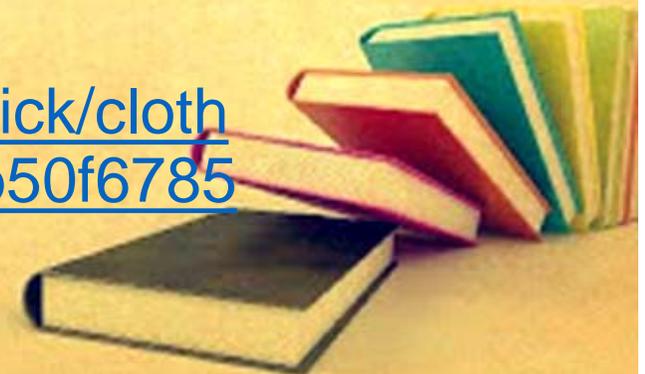
- The NKSD **REQUIRES** the use of masks or cloth face coverings for all employees, students and visitors in accordance with the Governor's mandate and NKSD School Committee Policy, GBG1.JLI, unless eating or unless alone in a contained area, such as an office or closed classroom or breakroom or if approved for a medical accommodation. Face coverings will also be required of staff and students on school buses or other school transport.
- Employees and students will be responsible for bringing their own mask or face covering each day. However, the District will have spare disposable and reusable masks and face coverings should an employee or student forget, lose or damage their own during the course of the school day.

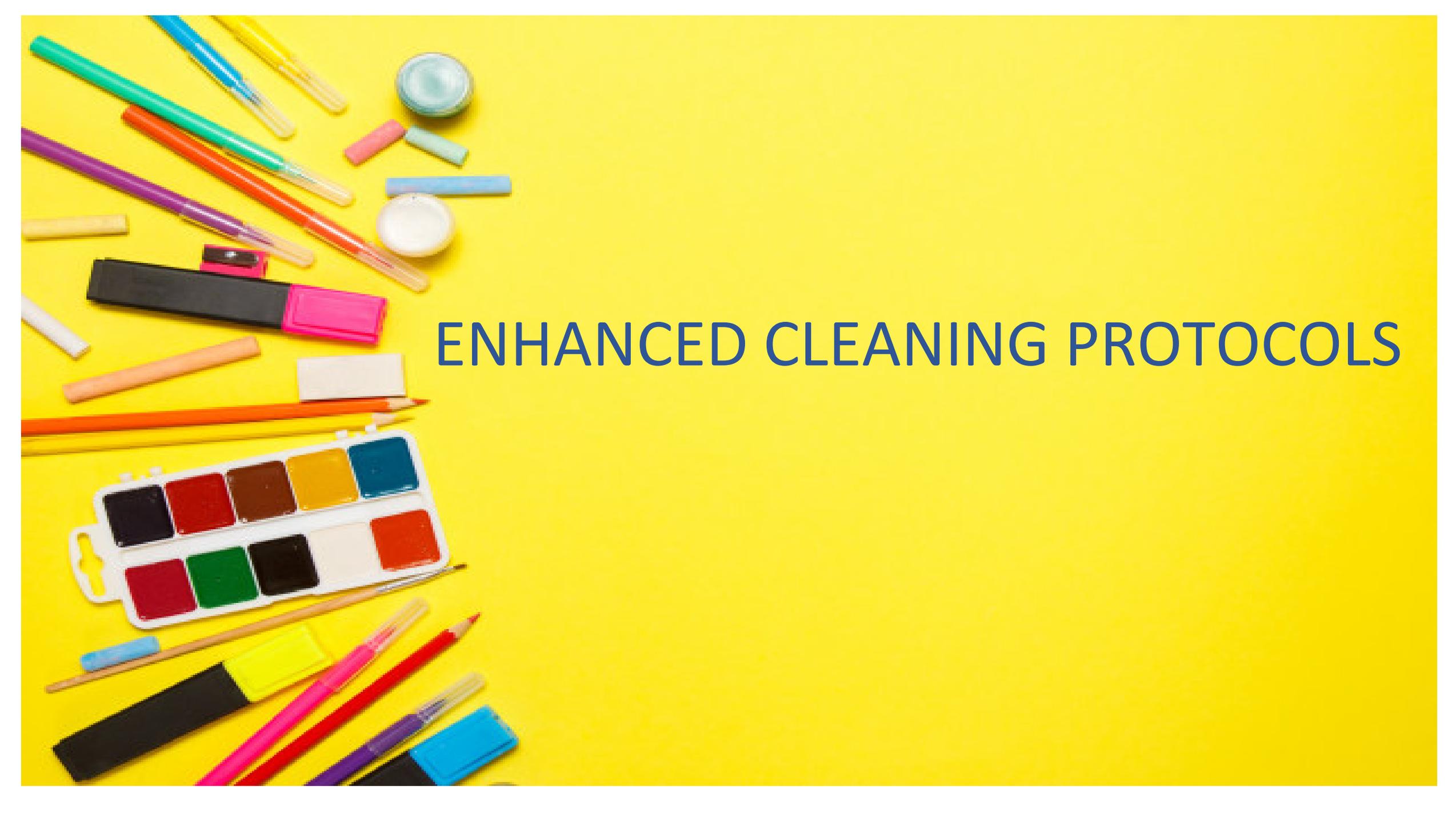
Proper Use of Masks and Face Coverings

When wearing masks or face coverings, follow CDC guidance for best practices:

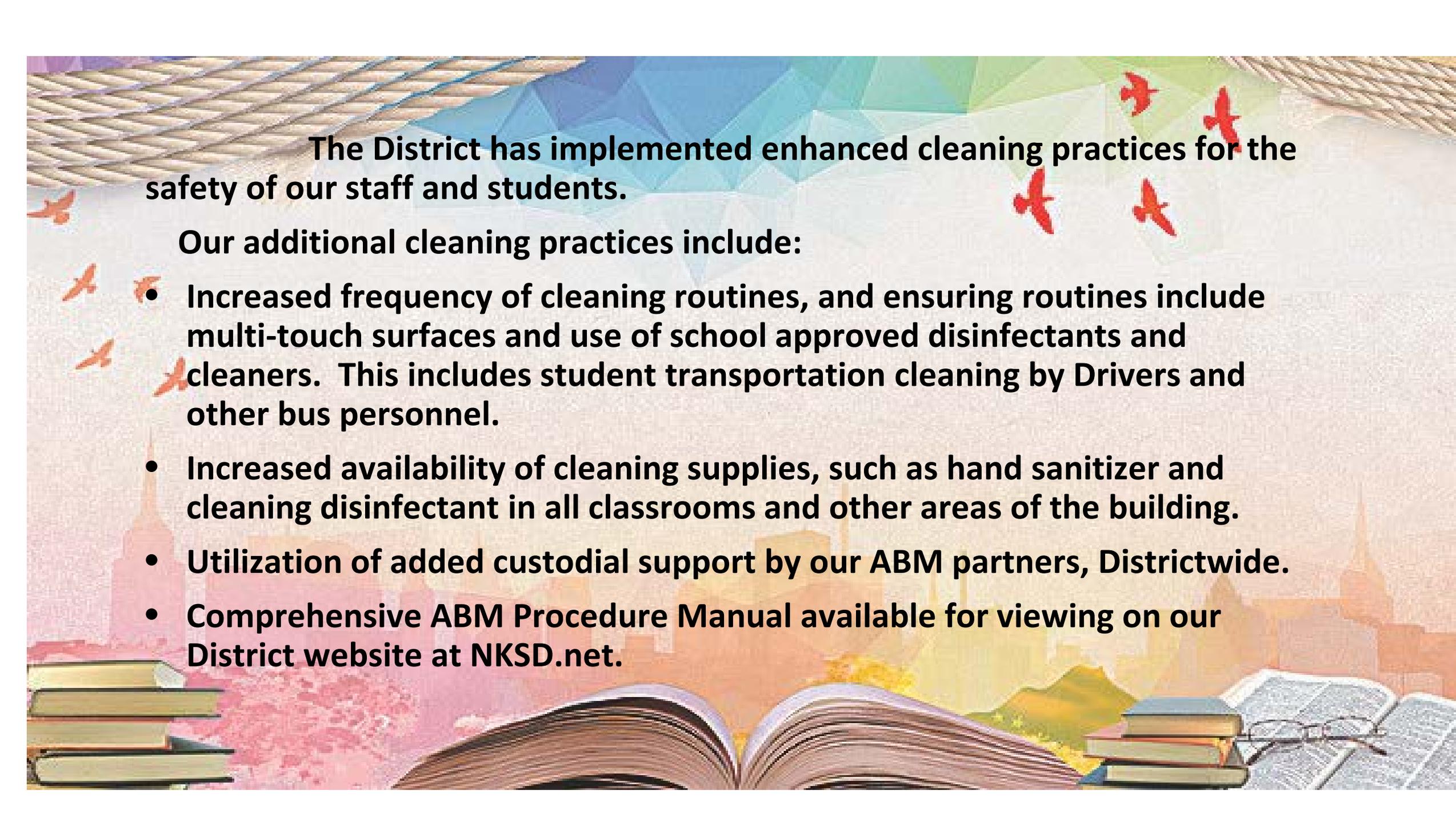
- Before entering the workplace, ensure that your face covering is snug and **secure over your nose and mouth** and you are able to breathe comfortably and without restriction.
- Remember—wearing a face covering does not replace COVID-19 best practices, such as washing hands often, avoidance of touching your face, nose and mouth and proper health protocols.
- When it is time to take off your face covering, avoid touching hands to your face, nose or mouth.
- As soon as the covering has been removed, be sure to wash your hands immediately.
- Be sure to properly dispose of or wash face coverings between uses.

https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html?mc_cid=7c272906bc&mc_eid=7fb50f6785



A top-down view of various school supplies scattered on a bright yellow background. The supplies include several colorful markers in shades of blue, green, orange, purple, and pink. There are also pencils in orange, pink, and purple, along with a white watercolor palette containing various colored paints. A small white eraser and a pink sharpener are also visible.

ENHANCED CLEANING PROTOCOLS



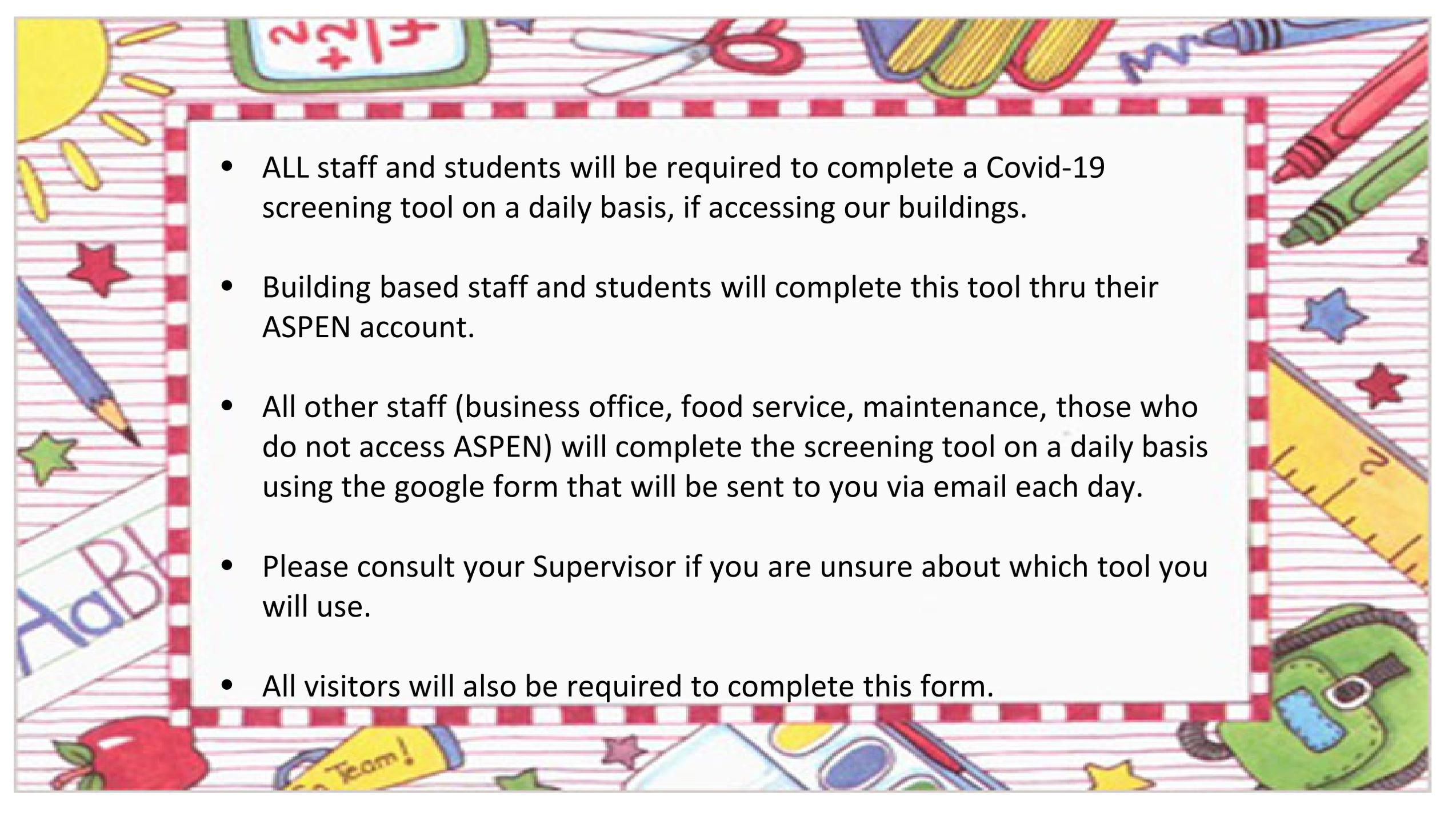
The District has implemented enhanced cleaning practices for the safety of our staff and students.

Our additional cleaning practices include:

- **Increased frequency of cleaning routines, and ensuring routines include multi-touch surfaces and use of school approved disinfectants and cleaners. This includes student transportation cleaning by Drivers and other bus personnel.**
- **Increased availability of cleaning supplies, such as hand sanitizer and cleaning disinfectant in all classrooms and other areas of the building.**
- **Utilization of added custodial support by our ABM partners, Districtwide.**
- **Comprehensive ABM Procedure Manual available for viewing on our District website at NKSD.net.**



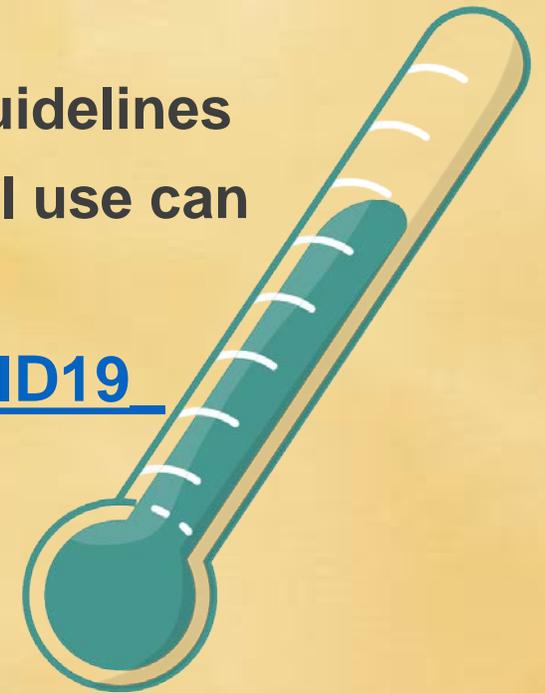
STAFF, STUDENT, VISITOR SCREENING PROTOCOLS

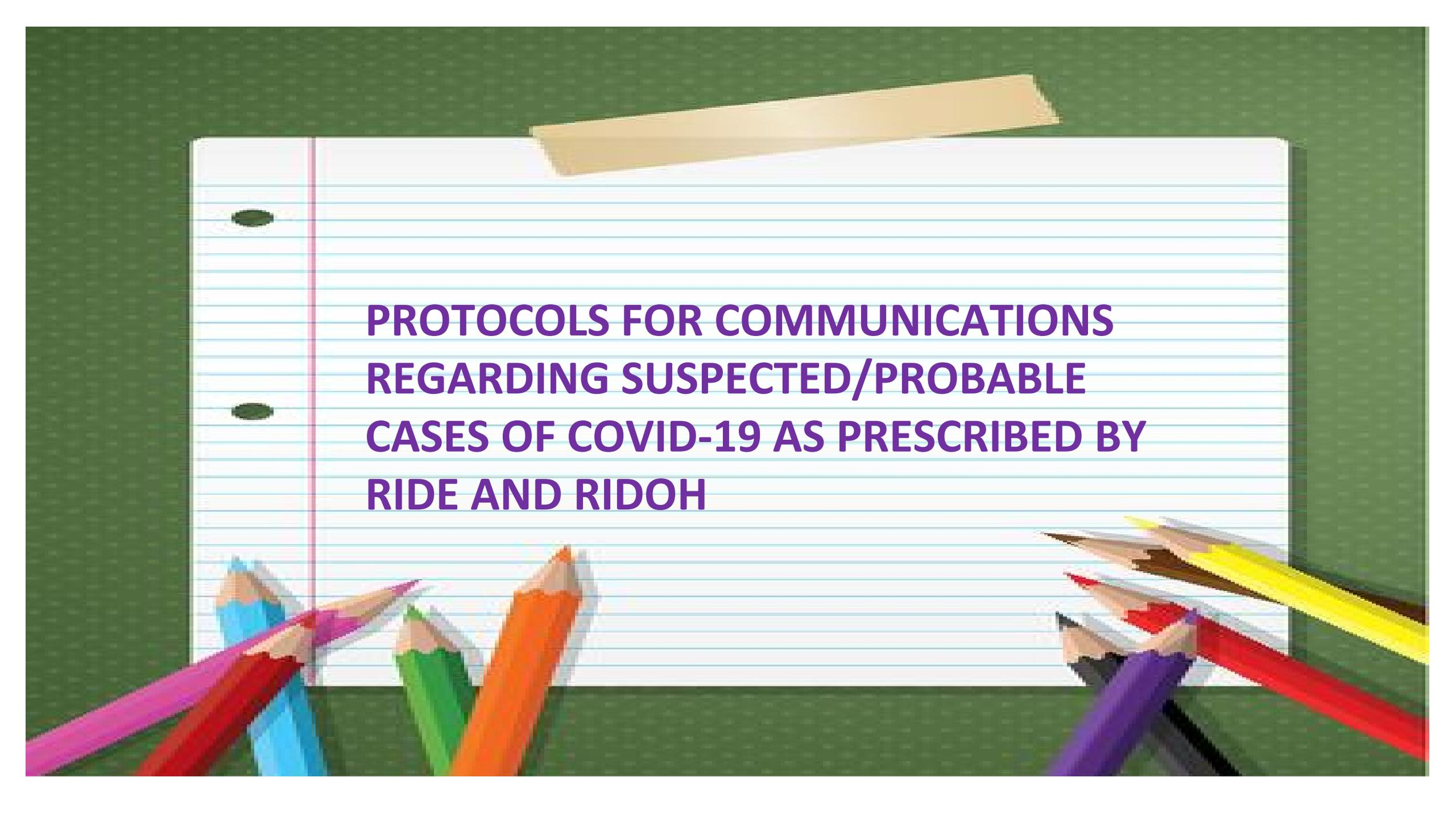
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- ALL staff and students will be required to complete a Covid-19 screening tool on a daily basis, if accessing our buildings.
 - Building based staff and students will complete this tool thru their ASPEN account.
 - All other staff (business office, food service, maintenance, those who do not access ASPEN) will complete the screening tool on a daily basis using the google form that will be sent to you via email each day.
 - Please consult your Supervisor if you are unsure about which tool you will use.
 - All visitors will also be required to complete this form.

- It is important that you review the Covid-19 screening tool and either complete the tool prior to accessing our buildings or be aware of the symptoms that would preclude you from entering our buildings.
- Further, when entering a sick absence (or other absence if applicable) into Frontline, it is important that you place in the notes section – Covid related or non-Covid related.
- We further ask that if you are experiencing Covid related symptoms that you call your Supervisor/Principal.

The District will follow RIDE/RIDOH provided guidelines for these situations. The screening tool we will use can be viewed at the following link:

https://reopeningri.com/wp-content/uploads/2020/05/COVID19_Screening_Tool_English-NEW.pdf?189db0&189db0





**PROTOCOLS FOR COMMUNICATIONS
REGARDING SUSPECTED/PROBABLE
CASES OF COVID-19 AS PRESCRIBED BY
RIDE AND RIDOH**

SUMMARY OF OUTBREAK RESPONSE PROTOCOLS PRE-K – 12 – RIDE GUIDANCE

**PLEASE REFER TO RIDE/RIDOH DOCUMENTATION AT THE FOLLOWING LINK
FOR COMPLETE GUIDANCE**

<https://health.ri.gov/publications/presentations/Outbreak-Response-Protocols-PreK-12.pdf>

- **THE DISTRICT WILL FOLLOW THE RIDE/RIDOH GUIDELINES AS PROVIDED IN THE OUTBREAK RESPONSE PROTOCOLS PRE-K-12 DOCUMENT.**
- **THE SUMMARY SHEET FROM THIS DOCUMENT IS PROVIDED ON THE FOLLOWING PAGE.**
- **ANY SITUATIONS THAT CANNOT BE DETERMINED BY USING THIS DOCUMENT WILL BE REFERRED TO RIDOH.**
- **IT IS OF VITAL IMPORTANCE THAT YOU COMMUNICATE WITH YOUR SUPERVISOR/PRINCIPAL IF YOU ARE EXPERIENCING SYMPTOMS, ARE AWARE OF ANOTHER STAFF MEMBER OR STUDENT EXPERIENCING SYMPTOMS OR IF YOU HAVE BEEN IN CLOSE CONTACT WITH OR LIVE WITH SOMEONE WHO HAS BEEN DIAGNOSED WITH COVID-19.**



<https://health.ri.gov/publications/presentations/Outbreak-Response-Protocols-PreK-12.pdf>



	Any symptom (not probable case)	Probable Case	Person Tests Positive	Person Tests Negative
Symptomatic Person	Isolate Medical advice Test as advised If not tested <ul style="list-style-type: none"> Fever free for 24 hours Symptoms improved (back to usual health) 	Isolate Medical advice Test recommended	Isolate for 10+ days Symptom-based strategy <ul style="list-style-type: none"> Fever free for 24 hours and Symptoms have improved and 10 days since symptoms first appeared 	<ul style="list-style-type: none"> Fever free 24 hours and Symptoms improved (back to usual health)
Return to school	Parent/guardian attestation	Parent/guardian attestation Test result	Parent/guardian attestation	Parent/guardian attestation
Close Contacts	No action	No action while waiting for test result	Quarantine for 14 days from last date of exposure	No action



When can a child or staff member return to school after travel?

At this time, the preferred method is to quarantine for 14 days after returning to RI from international travel or travel to a US state where > 5% of COVID tests are positive.

- COVID-19 can develop any time between 2-14 days after exposure.
- A single negative test only indicates that you are negative at that point in time, but you could become infectious any time through day 14.
- Quarantining for 14 days before returning to school is the best way to reduce the chance of exposing the school community to COVID-19.



DISTRICT AND LEGAL POLICIES REGARDING SICK LEAVE



YOU KNOW YOURSELF BETTER THAN ANYONE! If you are experiencing symptoms that are not common to your everyday health, that cannot be explained as non-contagious, and that may be symptoms associated with COVID-19, please stay home.

Please consult your collective bargaining agreement or NK School Committee policies, as well as your individual account balances regarding available sick time and protocols for recording and use of sick time.

It is vital that you remain in contact with your Principal/Supervisor to let him/her know if your symptoms are COVID related or non-COVID related. If your symptoms are non-COVID related, that is all we ask. We are not looking for your specific symptoms.



A collection of tools including a hammer, pliers, and wrenches on a wooden surface. The tools are arranged on the left side of the image, with the hammer at the top, pliers in the middle, and two wrenches at the bottom. The background is a rustic wooden surface with a prominent knot hole.

**TOOLS TO HELP YOU NAVIGATE LIFE
DURING THESE STRESSFUL TIMES –
NEW EMPLOYEE ASSISTANCE
PROGRAM**



NEW EMPLOYEE ASSISTANCE PROGRAM

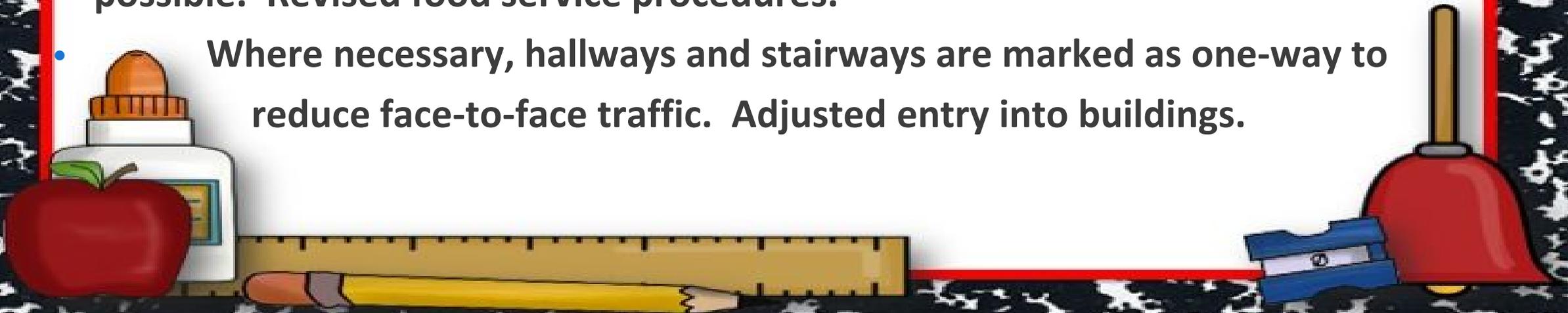
We are pleased to announce the implementation of a new employee assistance program available to all employees in the NK School Department.

- AllOne Health, thru the RI Trust, will provide an Employee Assistance Program beginning on September 1, 2020.**
- Participation is strictly confidential and voluntary. All data is confidential, held by AllOne Health.**
- Programs offered include: Mental Health Services, Life Coaching, Legal and Financial Resources, Personal Assistance, Medical Advocacy, and Work and Life Resources.**
- You should have received information regarding accessing this program by this time.**
- If you have not received this information, please access our District website under the staff section for further information.**



What we are doing...

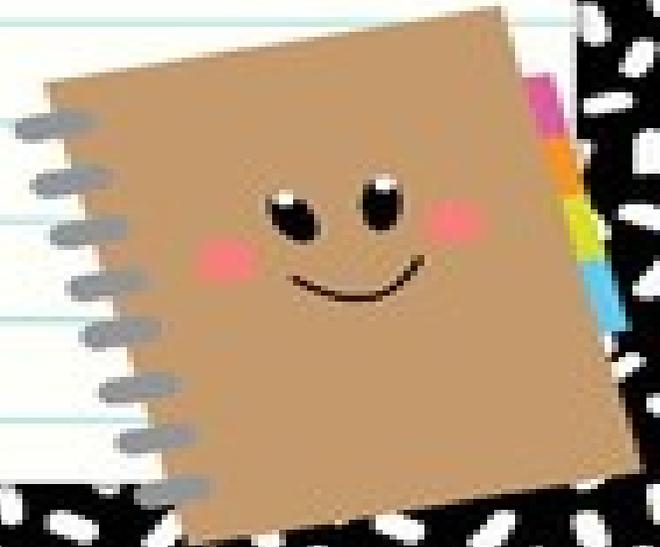
- Health Screening of all students, staff and visitors before entering building. **FACE COVERINGS REQUIRED** (unless you have a health condition).
- **Visitor/volunteer access significantly reduced/eliminated.**
- **Implementation of a new Employee Assistance Program.**
- **Common areas and high-touch surfaces cleaned often throughout the day.**
- **Widespread availability of cleaning supplies and hand sanitizer.**
- **Classroom layouts and seating arrangements including break rooms and other communal areas have been revised to allow for social distancing as much as possible. Revised food service procedures.**
- **Where necessary, hallways and stairways are marked as one-way to reduce face-to-face traffic. Adjusted entry into buildings.**





meet the teacher

WHAT YOU CAN DO...





- **Stay home or go home if you are sick! PLEASE.**
- **Wear a face covering unless you have a medical condition that would cause you harm.**
- **Maintain social distancing practices in the workplace as much as possible.**
- **Frequent cleaning of your work areas/washing your hands frequently/using hand sanitizer.**
- **Cover your nose and mouth when sneezing or coughing/avoid touching your face.**
- **No handshaking.**
- **Avoid using other phones, desks, offices or other work tools and equipment not your own.**
- **Talk to your Principal/Supervisor or Human Resources if you have specific concerns or questions.**

WRAPPING IT UP...



INFORMATION REGARDING YOUR SPECIFIC BUILDING/WORKSPACE

Your School Principal will walk you thru all information/protocols/changes specific to your school/work area. Additional questions/concerns/comments should be addressed to your School Principal. Further questions/concerns/comments can be forwarded to Human Resources or any member of the NKSD administrative team:

Dr. Phil Auger

Dr. Denise Mancieri

Mary King

Dr. Kim Carson

Mike Waterman

ADDITIONAL RESOURCES AND OTHER INFORMATION:

<https://www.eeoc.gov/wysk/what-you-should-know-about-covid-19-and-ada-rehabilitation-act-and-other-eeo-laws>

<https://www.cdc.gov/>

<https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/talking-with-children.html>

[https://www.ride.ri.gov/Portals/0/Uploads/Documents/COVID19/Back to School RI Guidance 6.19.20.pdf?ver=2020-06-19-120036-393](https://www.ride.ri.gov/Portals/0/Uploads/Documents/COVID19/Back%20to%20School%20RI%20Guidance%206.19.20.pdf?ver=2020-06-19-120036-393)

<https://www.back2schoolri.com/>

<https://reopeningri.com/>



ADDITIONAL RESOURCES AND OTHER INFORMATION, CONT'D.:

https://www.who.int/docs/default-source/coronaviruse/key-messages-and-actions-for-covid-19-prevention-and-control-in-schools-march-2020.pdf?sfvrsn=baf81d52_4

<https://publichealth.arizona.edu/news/2020/covid-19-communication-toolkit-parents-and-teachers>

https://www.michigan.gov/documents/coronavirus/Talking_with_kids_about_COVID_FINAL_685791_7.pdf

<https://health.ri.gov/covid/>

<https://ri-department-of-health-covid-19-data-rihealth.hub.arcgis.com/>

<https://health.ri.gov/covid/testing/>

<https://center-elp.org/center-pd/dhs-mandatory-trainings-to-re-open-child-care-entrenamientos-mandatorios-de-dhs-para-la-reapertura-de-cuidado-infantil/>

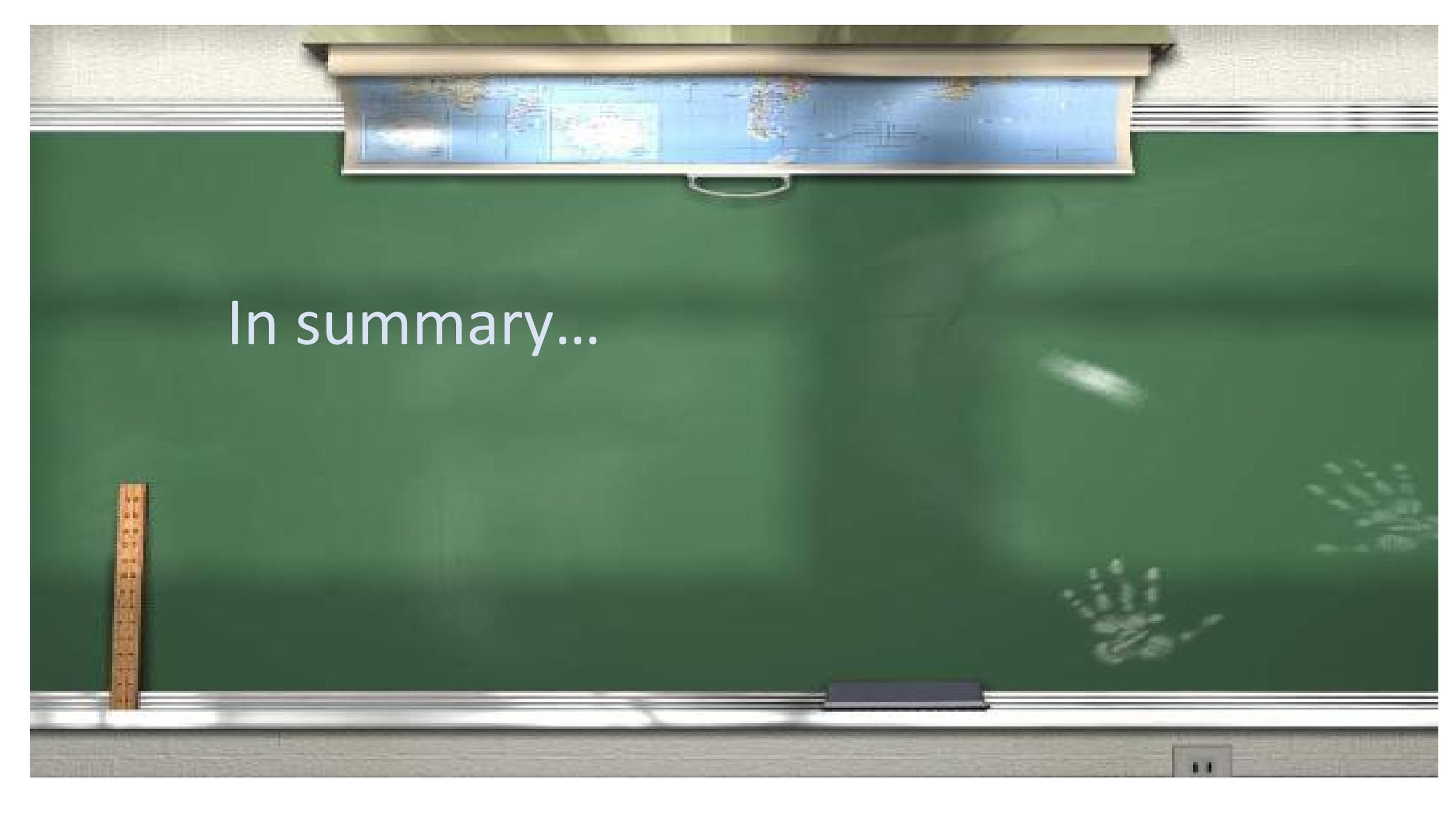


ADDITIONAL RESOURCES AND OTHER INFORMATION, CONT'D.

Please also refer to NKSD website for:

- [NKSD Fall re-opening plan](#)
- [NK School Committee policies](#)
- [NK Staff section for important information](#)
- [Collective bargaining agreements](#)
- [Other important information regarding the NK School Department](#)



A green chalkboard with a world map in a frame at the top. A wooden ruler is on the left side. The text "In summary..." is written in white on the board.

In summary...

**Be kind – TO YOURSELF AND OTHERS.
Understand that this is a stressful
time for everyone. Remember that
your colleagues may have concerns
of which you are unaware. Be
respectful of those around you.**



NEXT STEPS...



A vibrant, cartoon-style border of school and art supplies surrounds the central text. The border includes a paint palette with a brush, a brown book with a blue bookmark, several jars of paint in purple, yellow, and red, a yellow sponge, a pair of red-handled scissors, a blue calculator, a stack of colorful books, a blue book with a yellow cover, a green ruler, a red apple, a purple pencil, a green backpack, a blue backpack, a stack of colorful books, a watercolor palette, several CDs, a red pencil, a yellow pencil, and an open book. The background is a light blue grid pattern with various small drawings and doodles.

THANK YOU!!!!!!