

HEALTH AND SAFETY

Mitigate the Risk of Transmission of COVID-19

1. Hybrid Model will be offered.
2. Students and Staff complete health self-assessment in morning before entering the school building.
3. Eliminate any procedures or benefits for coming to work or school sick and require staff and students to stay home when feeling ill.
4. Ensure that parents have a comprehensive plan for immediate pick-up if child is exhibiting symptoms or are ill.
5. Move students with symptoms to identified Isolation Room
6. Process for reporting illness or COVID-19 positive test.
7. 3 ft. Social Distancing will be practiced daily.
8. Wear Mask at all times except during lunch time.
9. Face shield use in certain departments and designated areas.
10. Increased hand washing and sanitizing (increased number of locations at each site).
11. Health and Safety signage and training will be given to staff, students and others.
12. Work with BIA/BIE through requesting technical support to comply with Guidance for Ventilation Systems.
13. Work in conjunction with Navajo Nation, Tuba City Regional Health Care, IHS, BIE and CDC recommendations to redesign or cancel classes as necessary.
14. Students will remain in cohorts in grades K-8 when possible.
15. Reduce number of transitions during the day for students when possible.
16. Lunch served in classrooms as much as possible when in Hybrid.
17. Meal delivered during virtual learning days or virtual learning only.
18. No visitors in building, except when prior arrangements have been approved.
19. Implement a cleaning and sanitizing protocol for day and evening (i.e. buses, school facilities and residential building)
20. Implement a specific procedure for loading and unloading buses
21. Implement specific school-based procedures for arrival and dismissal
22. Encourage staff and families to abide by mitigating risk practice at home and in the community
23. We will be limiting shared items within the classroom, instead, we will increase the use of digital instructional resources and 1:1 material.
24. Residential Services will operate under a safety reopening plan written just for that program.
25. Student personal belongings/supplies limited to issue of laptop and laptop sleeve only during Hybrid. Cell phone usage during hybrid is allowable until it becomes a problem.
26. One-way entrance into the parking area and one way exit for the parking area.
27. Curb side service available for parents/students when applicable.
28. One-way entrance into the building and one-way exit out of the building.
29. Check-out of student during hybrid will follow a set protocol.

Health Practices and Protocols

Training Students and Staff on New Health and Safety Expectations

1. Stay at least three feet (about two adult arms' length) from other people.
2. Cover your cough or sneeze with a tissue, then throw the tissue in the trash, and wash your hands.
3. When in school or on a bus, wear a face covering over your nose and mouth at all times.
4. Do not touch your eyes, nose or mouth.
5. Clean and disinfect frequently touched objects and surfaces (see Facilities COVID-19 cleaning plan).
6. Stay home when you are sick, and seek medical care as needed.
7. Assumptions should not be made that all health symptoms (cough, sneeze, etc.) are related to COVID-19. However, during this pandemic, health professionals, through a building principal, may request a person have a doctor confirm the source of persistent symptoms prior to returning to work or school for staff and students.
8. Wash your hands often with soap and water for at least 20 seconds or use hand sanitizer.
9. If a staff or student tests positive, or is in contact with a person who tested positive, a risk assessment will be conducted and impacted individuals will be contacted adhering to all HIPAA Privacy Rules and FERPA Regulations.

Reporting Illnesses and Addressing the Vulnerable Population

Staying At Home

1. Students and staff must inform the school if they are sick with COVID-19 related symptoms; particularly if they had a known contact with someone diagnosed with COVID-19 and have had contact with the school population.
2. Staff and Students must stay home when they are sick, especially if they have COVID-19 symptoms, such as fever and cough. During a pandemic, it is permissible to ask employees and students, if they are experiencing symptoms of the pandemic virus (such as fever, chills, cough, shortness of breath, or sore throat); to report information to identified school personnel (e.g. Covid tracker or principal). Identified school personnel must maintain all information about employee or student illness as a confidential medical record.
3. Consistent protocols for information reporting, and a point person to appropriately receive and safeguard this information, will be implemented.
4. Educate staff and families about when to stay home and schools should properly communicate the content of this or any updated guidance.
5. KBS staff and students (or their parents and guardians) are to perform a self-assessment prior to leaving for school to identify fever and other possible COVID-19 symptoms. Communicate this expectation and provide parents with reminders about the symptoms consistent with COVID-19 that require keeping their students at home. Examples include a checklist for parents or a posting it on the school website.
6. Establish and communicate school-wide sick protocols, including signs and symptoms of COVID-19, and temperature thresholds requiring students or staff to stay home when sick.
7. The return to work after a confirmed or suspected case of COVID-19 must be in provided by a student or employee's medical doctor.

***U.S. Dept of Education, Operational Strategy for K-12 Schools through Phased Prevention, Updated May 15, 2021.*

Vulnerable Students and Staff

1. Students who have health conditions or general concerns about returning to school will have the opportunity to participate in the Distance Learning option and will be expected to agree to terms—case by case arrangement.
2. Staff with health conditions that would prevent returning to in-person teaching should inform the principal who will contact the BIE Human Resources Department for further advisement.

Isolation Room

Anyone experiencing any symptoms will be taken to the Isolation Room at the school administrative area to be referred to the BIE Guidance and FAQ's for schools and asked to isolate at home. The U.S. Dept of Education Safety guideline, the CDC guidelines, and Navajo District procedure, will be followed by employees/students in an event an employee/student isn't feeling well. The school checklist, for symptoms, will be referred to as well. The Parent Liaison, or appointed employee, will be assigned to observe the child while another employee will contact the parents/guardians, or an ambulance will be called. All safety protocols will be followed and other necessary procedures.

In the event that there is a primary or secondary exposure to COVID-19 the individual will be asked to self-isolate at home and the COVID Intake Form process will be followed. The maintenance staff will then ensure that the compromised area is properly cleaned and disinfected immediately. The principal will be responsible for notifying the EPA and other pertinent individuals. A decision to close the school will be made under the guidance of the BIE. There is also an infectious control plan that will guide our overall decisions.

Isolation Room Checklist

This guidance outlines recommendations for isolating students or staff who develop signs and/or symptoms of COVID-19 in the Kaibeto Boarding School K-8 school setting. Students or staff who develop symptoms will need to be evaluated and isolated for a short period of time in a designated nonthreatening isolation area within the line of sight of adults to help mitigate risk of transmission.

ISOLATION ROOM CHECKLIST:

LOCATION: Nurse Station

- Dedicated space for a single person room with space for sitting or lying down
 - ▶ If single person rooms are not available, space chairs/cots out as close to 6 feet away as possible; supplement with plexiglass barriers
- Door that closes
- Limited amount of furniture in room to minimize the number of surfaces requiring cleaning and disinfecting
- If possible: Access to a dedicated bathroom
- If possible: Outside access door for retrieval of staff/students without contaminating additional school areas
- If possible: portable high-efficiency particulate air (HEPA) filtration systems to help enhance air cleaning

USING THE ISOLATION ROOM:

- Place symptomatic staff/students in the isolation room with the door closed
- Isolated staff/students should wear a medical face mask (preferred) or cloth face covering to contain secretions while in isolation
 - ▶ Facemasks and cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or anyone who is unconscious, incapacitated or otherwise unable to remove the mask without assistance
- Anyone entering the isolation room must wear appropriate personal protective equipment (PPE) including medical face mask, goggles or face shield, and a gown if there is potential for respiratory droplet spread.
- Immediately notify the parents or guardians of a symptomatic student and ask them to pick up the student and take them home or to a healthcare facility, depending on the severity of their symptoms
 - ▶ If an ambulance must be called or a student must be taken to a hospital, first alert the healthcare staff that the student may be presenting with COVID-19 symptoms
- When parent or guardian arrives at school, parent/guardian should remain in their car and school staff should escort the student through the outside access door, when possible, directly to the parent's car
- Once staff/student has vacated the isolation room routinely clean the room. When possible, wait 24 hours before entering and cleaning
- School staff who work in the isolation area should follow Kaibeto Boarding School's Cleaning and Disinfection Guidelines

IN THE EVENT A STUDENT IS EXPOSED AT SCHOOL

1. The student will report their exposure to the closest school employee immediately.
2. The employee will immediately take the student to the isolation room located in the Admin. Hall.
3. The employee will disinfect themselves in the nearest restroom.
4. The employee will follow the directions for employees in the event they are exposed at work.
5. The area where the student was at will be evacuated and sanitized by the facility staff.
6. The covid intake designee will contact the ambulance and request medical assistance.
7. The covid intake designee will contact the family of the student and inform them of the situation.
8. The facility staff will disinfect and clean the isolation room after the employee and students leave the school building.
9. The covid intake designee will complete the needed forms to report the incident.

10. The student will quarantine for 14 days and remote learning will be available for the student while they are in quarantine.

IN THE EVENT MORE THAN ONE STUDENT IS EXPOSED AT SCHOOL

1. The employee will report that there is an exposure of more than one student to their supervisor or to the covid intake designee.
2. The employee will immediately close the classroom or area where the students are located.
3. The employee will disinfect themselves in the nearest restroom.
4. The employee will follow the directions for employees in the event they are exposed at work.
5. The covid intake designee will contact the ambulance and request medical assistance.
6. The covid intake designee will contact the families of the students and inform them of the situation.
7. The area where the students are will be closed for others to enter however it will be occupied by the students until they get picked up by their parent/guardian.
8. The facility staff will disinfect and clean the isolation room after the employee and students leave the school building.
9. The covid intake designee will complete the needed forms to report the incident.
10. The students will quarantine for 14 days and remote learning will be available for the student while they are in quarantine.

IN THE EVENT AN EMPLOYEE IS EXPOSED AT WORK

1. The employee will report their exposure to their supervisor or to the covid intake designee immediately.
2. The employee will immediately report to the isolation room located in the Admin. Hall or if applicable to their situation they may leave campus.
3. If the employee leaves campus they will immediately contact their supervisor or The covid intake designee regarding their exposure.
4. The area where the employee was working (room or GSA) will be evacuated and sanitized by the facility staff.
5. The covid intake designee will contact the ambulance and request medical assistance.
6. The covid intake designee will contact the family of the employee and inform them of the situation.
7. The covid intake designee will complete the needed forms to report the incident.
8. The facility staff will disinfect and clean the isolation room after the employee leaves the school building.

Use of Face Coverings, Masks, and Face Shields

Personnel – Certified/Non-Certified

Students

This pertains to students, faculty, staff, and visitors. It has been determined that the use can safeguard the health and safety of students and staff and to allow all students the opportunity to return into classrooms. Evidence shows that the proper wearing of facial masks or coverings helps stop the spread of the virus. This will be worn at all times.

Mask – A cloth, paper, or disposable face covering that covers the nose and mouth. It may or may not be medical grade. Masks that have an exhalation valve or vent are prohibited.

Face shield – a clear, plastic shield that covers the forehead, extends below the chin and wraps around the sides of the face, protecting the eyes, nose and mouth from contamination from respiratory droplets, which may be used along with masks or respirators.

Clear plastic barrier – a clear plastic or solid surface that can be cleaned and sanitized often.

Preparation School Facility

The school janitors will be cleaning and sanitizing occupied areas daily or assigned to other areas as needed. In addition to high traffic areas. Also, abiding by the 25% reopening by the Navajo Nation, the max capacity of the building is set at 1100. Only one school entrance is open for individuals to enter and exit the building along with a sign in sheet to monitor the number of people who enter and exit the building daily. There is currently bright tape on the hallway floors and in the classrooms designating which direction traffic is flowing for social-distancing foot path throughout the school. There are sanitizing stations set up at all entrances to the building and hallways. The front reception area has a plexi-glass partition that was installed along with an entrance door to limit the amount of individuals entering the front office area and also to serve as a barrier for the front office clerk as a safety precaution.

Fire Safety

We will follow the fire drill procedures in accordance with the Standard Operating Procedures manual for building occupants only and limited to 19 occupants at any given time to meet the 25% Reopening measure by the Navajo Nation. The fire drill includes social distancing of a minimum of three feet apart as staff are leaving the building wearing PPE. In addition, fire drill exercises will be conducted according to the social distance requirement and safety guidelines.

Maintaining a Healthy and Safe Environment

Teachers and staff are expected to attend all health and safety trainings recommended by the local school and BIE, such as but not limited to, Blood borne Pathogens, Hazard Communication, Suicide Indicators/Prevention/Plans, Fire Extinguisher and Defibrillator Training, Emergency Management Plan Procedures, SCAN, First Aide, AED, Epi Pen, etc. In addition, staff are encouraged to wear Personal Protective Equipment (PPE) and follow universal safety precautions. Employees are expected to wear face masks when they are in the school building or operating a GSA vehicle. The Indian Affairs Occupational Safety and Health Trainings are shared with staff via an email through a link to DOI Talent. All non-mission critical essential staff have the option to telework while providing virtual learning; unless another alternative option is provided under the guidance of the BIE.

We will follow the guidance issued from the Department of the Interior, BIE Human Resources and the U.S. Dept of Education, which is that employees can self-identify as being in a higher risk category and be placed on leave pending the identification of tasks (for telework) which could further the BIE mission

