

Checklist for Local Associations on Building Safety Plans Based on the Local Association Building Safety Plan

NOTES

PF	REPARATION	NOTES
	Is a district Environmental Health and Safety Committee in place?	
	Did your local formally request to bargain?	
	Have you reached agreements that will become a Memorandum of Agreement on Protocols and Safety Protections?	
	Is there at least one member <u>per building</u> designated as a point person?	
	Is there a member(s) assigned to communicate with the Department of Health, School Committee, other school and city/town unions (facilities, maintenance, DPW, police, fire, etc.)?	
	Who at the local Health Department is the contact person for the development of the Emergency Operation Plan (EOP) and other COVID-19 safety issues?	
	What information has been shared with local health officials and what information is the institution planning on sharing?	
	When do you plan to meet next with local health officials?	
	Can the association send a representative to attend the meeting?	
	What guidance documents will be followed?	
	How will this information be disseminated to staff and students?	
	ou answer no to any of the questions above, these committees and not people need to be put in place.	
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INFORMATION-GATHERING	NOTES
Ventilation	
What are the conditions of the HVAC systems?	
 Review all system maintenance records Filter changes? 	
Exterior exhaust fans?	
Univents?	
Should the systems be checked by an HVAC professional?	
How will rooms without windows be dealt with?	
How many air exchanges do the rooms get each hour?	
Cleaning	
What are the cleaning protocols?	
What chemicals are being used?	
Are they registered EPA disinfectants or approved for use?	
How often is cleaning occurring?	
How often is a deep cleaning being done?	
After a deep cleaning is done, when are people allowed to re-enter? (The recommendation is a 24-hour period)	
How do the cleaning protocols compare to CDC guidelines?	
How often will touch-point cleaning take place?	
How often will touch-point disinfecting take place?	
Will hand sanitizers be provided at all building entry locations and/or at sanitizing stations?	
Will tissues be provided?	
Where will sanitizing stations be located?	
Do all sinks have running water? Will soap be available?	
Will all sinks have a functioning soap dispenser and filled paper towel dispenser?	
Who will ensure that they are always kept full?	
Can "touchless" be installed for both soap dispensers and paper towel dispensers?	
INTEGRATED PEST MANAGEMENT	
What is the district's Integrated Pest Management (IPM) Plan?	
How will the IPM Plan be updated if students are eating breakfast and lunch in the classroom?	

NOTES

DAILY OPERATIONS

	How will daily operations ensure safety of ALL students and employees?			
	emp	DIOYE	96S ?	
		Describe social distancing protocols, including the maximum number of students per classroom and in bathrooms, auditoriums, hallways and other spaces.		
		Wha	t is the protocol for staff and students entering the school building n day?	
		Are there going to be options for teachers if the school year presents itself differently?		
		Wha	t is the protocol when students take the bus to school?	
			What is the maximum capacity of students on a bus?	
			What will be put in place to protect the driver?	
			What will be put in place to protect the bus monitor?	
			How often will cleaning of buses occur?	
			How will social distancing occur on minibuses and vans?	
		How	v will students safely move about the school?	
			there be a nurse in every building?	
			If not, which building will not have a nurse assigned?	
			What medical provisions will be provided to nurses?	
			Will there be a triage room?	
			How will the nurse's office be set up or expanded for social distancing?	
			How do we ensure proper sanitizing during the day since students drop in at all times?	
			How will students be safely taught in the classroom?	
	Dav	care		
			nroom/diapering	
	Pres	scho	ol-Specific Concerns	
		Do r	not understand the concept of distance	
		May not have fine motor skills to put on mask		
		 Bathroom/diaper Play happens in close proximity Sharing materials and space is a part of the learning Will remove mask or mask will get wet/dirty 		
			seeing faces will negatively impact social-emotional and language elopment	
	Can't always report how they are feeli		't always report how they are feeling	
		Wou	Id not be able to keep students six feet apart	
	All I	evel	3	

Staff		NOTES
	Will there be an increase in nurses in the buildings?	
	Will there be an increase in adjustment counselors?	
	Will there be an increase in teachers?	
Cafe	teria	
	How will social distancing work?	
	Will students be eating in the classroom?	
Clas	s sizes	
	How will class sizes be reduced to allow for social distancing?	
	-	
Band	1/Chorus	
	How will singing occur with a mask on?	
Art		
Curr	iculum	
	Partner work	
	Student-centered	
	Requires people to face each other	
Gym	Classes	
	Will the students be required to keep a mask on when exercising?	
	Will students be allowed to use PE equipment?	
Lock	ers	
	•	
Shar	ing of physical materials	
	Chromebooks	
	Textbooks	
	Safety goggles	
Mido	Ile School-Specific Concerns	
	CTE classrooms	
	Cafe Cafe Cafe Case Case Case Case Case Case Case Cas	Curriculum

	Laboratory spaces	NOTES
	Sub-separate classrooms	NOTED
	 Classes where students may need ABA restraints 	
	Classes where students may need help with diapering and bathrooms	
	Classes where students have a seizure disorder	
	Classes with low fine motor skills (need help eating, can't sneeze/	
	cough into their elbows, can't wipe their noses)	
	Students who need hand-over-hand assistance	
	Students present with compromised and complex medical needs	
	Hygiene concerns	
	Students with spitting as a behavior	
	Student support (inclusion supports for special education and EL)	
	How to provide pull-out or push-in services to a variety of students?	
	Locations for supports that allow for social distancing?	
	Sharing of materials	
	Support Staff (OT, PT, SLP, SAC, guidance, psychologist)	
	Cross-contamination of many classrooms (people from different grades coming in and out)	
What PPE will be required and provided to students and staff?		
Is PPE provided at no cost to the staff?		
	What training will be given to the staff and students in terms of PPE?	
	Will the training be done in the native languages of English learners?	
	Some students and staff may have health conditions that exempt them from wearing PPE. How will this be handled?	
	How will students who have hearing loss and rely on faces to assist them be accommodated?	
Wh	at are the consequences for a student refusing to wear PPE?	
How will it be ensured that all students and staff have PPE?		
How will students and staff who are considered vulnerable be able to learn and/or teach?		
How will students be able to fully complete their course requirements?		
	How will staff be able to fulfill their assigned jobs?	
	How will the social-emotional health of students and staff be prioritized?	
	How do we ensure proper sanitizing of the adjustment counselor and psychologist spaces where students drop in?	
	Some students have sensory and anxiety issues. Would they be expected to wear a mask all day?	

EXPOSURE				NOTES
	lf a	studer	nt or staff member is exposed, what is the protocol?	
		How v COVID	vill the employer screen and identify employees and students for -19?	
		been i	vill schools monitor whether family members or people who have n close proximity to students are diagnosed with COVID-19? this be done on the honor system? Can we depend on honesty?	
			eone who lives with a student or is in close proximity to a student gnosed, does the whole class, including the teacher, need to ntine?	
			Vhat if they receive special services and go to another class/ roup? Do those students/ teachers need to quarantine?	
		ls isola	ation space (rooms or buildings) for infected persons provided?	
			so, please describe the space, location and medical resources vailable.	
		What a	are the protocols for taking and logging temperatures?	
		Who is	s legally responsible?	
		Will st	aff be required to use sick time in order to quarantine?	
		What a	are the criteria for medical leave?	
		Will re	asonable accommodations be made for at-risk staff?	
		How d	lo at-risk staff apply for a reasonable accommodation?	
		What will the protocol be for switching to online learning rather than in-person learning?		
		When will testing be required?		
		Will testing be provided upon request and free of charge?		
		What criteria will be used for the closing of school or buildings on campus?		
		🛛 v	Vill a building be closed if a COVID-19 individual is confirmed?	
		🛛 v	Vill the system be closed in the event of a regional surge?	
		🛛 Р	lease describe the surge policies.	
		С	Vhat policies and procedures will take place in the event of a onfirmed case in the building, with the infected student, with thers? And how will services be affected?	
		U v	What are the protocols for reopening a building or system after it as been closed?	

IN	IPLEMENTATION AND RESPONSE	NOTES
	Were all questions answered during the information-gathering?	
	What CDC transmission category does the community fall into (1,2 or 3)?	
	Provide the last three weeks of transmission data in the community (not the statewide data). Include the time frame. Also provide the source of that information.	
	What are the current recommendations for schools from the CDC?	
	Can these recommendations be met by the district?	
	Will the district be able to meet the safety of ALL employees and students based on the CDC recommendations?	
	What are the current recommendations given about schools from the state?	
	Can these recommendations be met by the district?	
	Will the district be able to meet the safety of ALL employees and students based on the state's recommendations?	