

COVID-19 Classroom Management

Hand Hygiene

Hand washing with soap, water, and disposable paper towels is readily accessible to all students and staff. Hand washing is the first line of defense for infection control and should be used over hand sanitizer whenever possible.

Hand sanitizer with at least 60% alcohol can be used at times when hand-washing is not available. Hand sanitizer stations are available in every classroom and are strategically placed throughout all the buildings.

When to Wash Hands

- Upon entering and exiting the building
- Before and after eating
- After sneezing, coughing or nose blowing
- Before and after recess
- After using the toilet or helping a student use the bathroom
- Before and after handling food
- After touching or cleaning surfaces that may be contaminated
- After using any shared equipment like toys, computer keyboards, etc
- After contact with face mask or cloth face covering

Face Masks & Coverings / Face Shields

As part of the mitigation strategies for COVID-19, staff must wear a mask at all times. We are asking that all staff wear a mask from home. Mask breaks can be taken as long as there is a 6 foot distance between individuals.

- A clear face shield can be worn along with a face mask. A face shield alone *does not* provide enough protection.
- *Bandanas and gaiter face coverings are not allowed* because they do not seal the face and tend to be touched and adjusted more frequently by the user.
- Extra masks are available at school in both adult and children sizes should a replacement be needed.

When to Use Gloves

Gloves will be available in all classrooms. Gloves *do not* need to be worn for routine daily work and interaction in the classroom. All of the gloves available within the classrooms are latex free.

It should be noted that the wearing of gloves can give a false sense of protection as once the gloves have touched a surface, they are just as contaminated as hands. Gloves should be used at the appropriate times and then discarded.

After removing gloves for any reason, hand hygiene will be performed with soap and water or alcohol-based sanitizer.

Appropriate times to wear gloves are:

- When providing services that require “hands on” with a student
- When using Standard Precautions protocol to assist students with managing bodily fluids such as nose blowing, bloody nose, etc
- Diapering/toileting students
- Cleaning

Protective Gowns

Protective gowns are available to staff when working in close contact with students or when there is the potential for contact with body fluids.

Physical Distancing to Reduce the Risk of Transmission

All staff will attempt to maintain at least 6 feet of distance and do their best to limit contact between individuals and groups, whenever possible.

Physical distancing will be encouraged for students at all times, including but not limited to:

- During transitions
- During snack & meal times
- While traveling to and from the outdoors
- During all activities.

Cleaning and disinfection: what's the difference?

Cleaning and disinfecting are part of a broad approach to prevent infectious diseases, including COVID-19, in schools. To help slow the spread of the virus that causes COVID-19, [preventive measures](#) include staying home when sick, social distancing, using masks, washing hands often, and regular cleaning and disinfection. Use the tips below to slow the spread of disease specifically through cleaning and disinfecting.

***Cleaning physically removes germs, dirt, and impurities from surfaces or objects by using soap (or detergent) and water.**

This process does not necessarily kill germs, but by removing them, it lowers their numbers and the risk of spreading infection.

***Disinfecting kills germs on surfaces or objects. Disinfecting works by using chemicals to kill germs on surfaces or objects.**

This process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface after cleaning, it can further lower the risk of spreading infection.

Clean surfaces and objects using soap and water prior to disinfection.

Please reach out to your Program Director if you are getting low on cleaning/disinfecting supplies. There is a large supply at Central Office.

When should I stay home?

- Positively identified as a close contact to a COVID-19 positive case. (Close Contact: within 6 feet for 15 minutes or greater throughout a 24 hour period).

Or Symptomatic

- Fever (100F or higher), chills, shaking chills
- Cough (not due to other known cause, such as chronic cough)
- Difficulty breathing or shortness of breath
- New loss of taste or smell
- Sore throat
- Headache *when in combination with other symptoms*
- Muscle aches or body aches
- Nausea, vomiting or diarrhea
- Fatigue *when in combination with other symptoms*
- Nasal congestion or runny nose (not due to other known causes, such as allergies) *when in combination with other symptoms*

What should I do if I have any of these symptoms?

1. Do not come to school.
2. Call your direct supervisor and report your absence.
3. Call your physician.
4. Massachusetts DPH guidelines recommend that all symptomatic individuals, even with mild symptoms, should be tested.
5. You should get tested at one of the Massachusetts's test sites:

COVID-19 Test Site Locator

6. Isolate at home until test results are received.

COVID-19 Testing

IF NEGATIVE: Remain home until asymptomatic for 24 hours, without the use of fever reducing medications.

IF POSITIVE: Remain at home (except to get medical care), monitor your symptoms, notify the school, notify close personal contacts, assist the school in contact tracing efforts and work with your local Board of Health. Most people who have relatively mild illness will need to stay in self isolation for at least 10 days and until 24 hours have passed with no fever and improvement of symptoms.

IF NOT TESTED: Remain home in self-isolation for 14 days from symptom onset, then return once 24 hours have passed with no fever and improvement in symptoms, without the use of fever reducing medications.

IF IDENTIFIED AS A CLOSE CONTACT: BICO requires all staff and students to remain home and quarantine for 14 days from your last exposure to the COVID-19 positive individual regardless of a negative test result. **PLEASE NOTE:** If you have received two doses of the Moderna or Pfizer COVID-19 vaccines or one dose of the Janssen (Johnson & Johnson) COVID-19 vaccine more than 14 days ago, you are not required to quarantine following an exposure.

****Individuals previously diagnosed with COVID-19 infection confirmed by molecular diagnostic testing may continue to have PCR detection of viral RNA for several weeks. This does not correlate with the presence or transmissibility of live virus and those who have been cleared from isolation by either the symptom-based or test-based strategy, are not recommended for re-testing**

within 90 days of their original positive test. These individuals are also not subject to quarantine during this period.

TRAVEL GUIDELINES

If you have received two doses of the Moderna or Pfizer COVID-19 vaccines or one dose of the Janssen (Johnson & Johnson) vaccine more than 14 days ago and do not have symptoms, you do not need to have a negative test before traveling to Massachusetts or quarantine when you arrive. If you are vaccinated and have symptoms of COVID-19, you must continue to follow the Governor's Travel Order and related testing and quarantine requirements.

<https://www.mass.gov/info-details/covid-19-travel-advisory>