



CABINET FOR HEALTH AND FAMILY SERVICES DEPARTMENT FOR PUBLIC HEALTH

Andy Beshear
Governor

275 East Main Street, HS1WGA
Frankfort, KY 40621
502-564-3970
FAX: 502-564-9377
www.chfs.ky.gov/dph

Eric C. Friedlander
Secretary

Steven J. Stack, MD
Commissioner

COVID-19/Pandemic Guidance for Reopening Schools in Kentucky

This guidance provides recommendations for schools on how to protect the safety and health of students, teachers, administrative, and janitorial staff upon the reopening of schools in Kentucky following the COVID-19/Pandemic. There will likely be positive cases of the virus reported in the community when school districts are planning to reopen. While there are many uncertainties related to COVID-19/Pandemic it is important for our communities to have safe and effective learning environments for our children. Reopening schools safely after a closure due to COVID-19/Pandemic will require considerable logistics and planning. The following information is intended to be utilized by school districts to reduce the spread of COVID-19/Pandemic, along with other illnesses throughout the school year.

Healthy at Work

- School staff shall conduct daily health and temperature checks prior to entering the school facility. These daily checks may be self-administered or administered by a school designee. Employees shall wear cloth face coverings or masks while working at school.
- Implement policies and practices for social distancing in the workplace for staff and students.
- Where possible, increase quality and capacity of building ventilation and air circulation.

<https://govstatus.egov.com/ky-healthy-at-work>

<https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html>

Preventative Practices for Schools

- Promote proper hand hygiene for students and staff, encouraging everyone to wash their hands with soap and water as often as possible, including after using the restroom and prior to eating.
- Post signs throughout the school facility encouraging proper hand and respiratory hygiene practices.
- Daily cleaning and disinfection of all school facilities is of the utmost importance.
- Provide temporary or permanent Plexiglas shields in areas with high levels of interactions and transactions such as the front office desk and cafeteria serving area.
- Practice social distancing and avoid close contact with others by maintaining 6 feet of physical distance between all persons.
- Encourage staff to stay home when sick, and parents to keep students at home when sick.
- Monitor absenteeism.
- If applicable, stagger school start times and provide guided social distancing methods for entering and exiting school facilities.
- Partner with local health department for guidance on closures and re-openings.

Hand Hygiene

- Make hand cleaning supplies readily available. All restrooms should be monitored often for adequate hand soap and towels or functioning hand drying devices.
- Hand sanitizer containing at least 60% alcohol may be used when soap and water is not readily available.
- All staff should follow normal preventative actions while at work and at home, including cleaning hands and avoiding touching eyes, nose, or mouth with unwashed hands. Additional key times to clean hands include:
 - After blowing one's nose, coughing, or sneezing
 - After using the restroom
 - Before eating or preparing food
 - After contact with animals or pets
 - Before and after providing routine care for another person who needs assistance (e.g., a child)

How to Clean and Disinfect

Daily cleaning and disinfection of classrooms, gymnasiums, restrooms, locker rooms, cafeteria seating and other facilities is critical to preventing the spread of all illness, including COVID-19/Pandemic and seasonal influenza. Special attention should be given to high touch areas, such as water fountains, doorknobs, light switches, desks, computers, phones, toilets, faucets, sinks, handrails, etc. It is recommended that high touch surfaces be cleaned and disinfected every 2 hours, if possible.

Surfaces

- If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
- For disinfection, diluted household bleach solutions, alcohol solutions with at least 70% alcohol, and most common EPA-registered household disinfectants should be effective.
 - Diluted household bleach solutions can be used if appropriate for the surface. Follow manufacturer's instructions for application and proper ventilation. Check to ensure the product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser. Unexpired household bleach will be effective against coronaviruses when properly diluted.
 - Prepare a bleach solution by mixing:
 - 5 tablespoons (1/3rd cup) bleach per gallon of water, or
 - 4 teaspoons bleach per quart of water
 - Products that are EPA approved SARS-CoV-2 disinfectant product are expected to be effective against COVID-19 based on data for harder to kill viruses. (<https://www.epa.gov/pesticide-registration/list-n-disinfectant,s-use-against-sars-cov-2>). Follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.).
- For soft (porous) surfaces such as carpeted floors, rugs, and drapes, remove visible contamination if present and clean with appropriate cleaners indicated for use on these surfaces. If the items can be laundered, launder items in accordance with the manufacturer's instructions using the warmest appropriate water setting for the items and then dry items completely.

Teachers and Administrative Staff

- Encourage good hand hygiene by providing signs in classrooms and offices.
- Provide information about COVID-19/Pandemic to each student and parent. (Provide additional education about COVID-19/Pandemic to younger students that may not receive this information at home)
- Assist janitorial staff by routinely disinfecting frequently touched items in the classroom/office (Desks, doorknobs, crafting equipment, pencil sharpeners, staplers, markers to white boards, items that children frequently share, etc.)
- Classroom rugs should be removed during this time to ensure all flooring is easy to clean and disinfect.
- Practice preventative actions while in staff break areas or mandatory meetings. Limit events and meetings that require close contact.
- Rearrange desks and other areas to maximize spacing for social distancing. Allow six feet between desks if possible.
- Consider having teachers change classes instead of students to minimize hallway interaction and promote social distancing. If this is done, alternating breaks should be given to the classrooms to allow for movement and stretching.

Janitorial Staff

- Cleaning staff should wear disposable gloves for all tasks in the cleaning process, including handling trash.
 - Gloves should be compatible with the disinfectant products being used. Gloves should be removed carefully to avoid contamination of the wearer and the surrounding area. Be sure to clean hands after removing gloves.

- Additional personal protective equipment (PPE) might be required based for the cleaning/disinfectant products used and whether there is a risk of splash.
- Cleaning staff and others should clean hands often, including immediately after removing gloves and after contact with an ill person, by washing hands with soap and water for at least 20 seconds. If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used. However, if hands are visibly dirty, always wash hands with soap and water.

All areas where cleaning supplies and toxic items are stored must always be locked including janitor closets. All cleaning bottles must be clearly labeled. Disinfectants and cleaning materials kept in classrooms and areas accessible to students are required to be kept out of the reach of children and locked under certain circumstances, depending on the chemical label and the age group of the children in the classroom. While having access to cleaning supplies is important for staff and teachers, these materials can also become a safety hazard for children if not kept out of reach of children.

Additional Cleaning of School Areas

Water Fountains

- Water fountains should be cleaned and sanitized at a minimum of once an hour throughout the school day as this is a high contact area. It is suggested that students provide their own reusable water bottles to be refilled with water throughout the day in order to reduce the number of students drinking directly from the water fountains.

School Buses

- Many school children ride the school bus for transportation to and from school. The surfaces of buses that are high contact, such as handrails, seats, windows should be cleaned and disinfected after each bus route and as often as possible.
- School transportation leaders and bus drivers should assign seats for each student to identify and minimize the potential spread of COVID-19. It is recommended to have one student in each seat.
- Determine if additional buses will be needed to meet social distancing requirements of six feet between riders.
- Transportation leaders and bus drivers should enforce bus rules that riders must not share personal items and all personal items should be kept in the rider's lap. All buses should post signs regarding good respiratory hygiene habits such as coughing into elbow or tissue and disposing of that tissue immediately.
- All buses should provide 60% alcohol-based hand sanitizer at the front of each bus for students to use as they enter the bus. The use and storage of these chemicals should always be under the supervision of the bus driver and/or bus monitor.
- Check the temperature of each student prior entering the bus in the morning and the evening.
- A bus monitor should be assigned to each bus to assist with keeping students in assigned seats and to ensure personal items are not being shared.
- Ensure cleaning staff are trained on cleaning protocols that include cleaning first then disinfecting and adhering to time on contact requirements in accordance with the EPA approved disinfectants list.
- Buses and other vehicles that have been sitting should be thoroughly ventilated by opening windows and doors after the bus route has been completed.

Playgrounds

- Students should practice good hand hygiene by washing their hands before going out to play and immediately upon returning inside the school building.
- Assign a recess schedule that limits how many classes are on the playground at one time. If multiple playgrounds are available utilize them to minimize how many students are at each to support social distancing.
- If playground space is limited, classes should rotate between the classroom, gym and playground to be used for recess to limit contact between students.

Cafeterias

- It is recommended that students eat in their classrooms.

- Consider providing box lunches to classrooms in order to minimize student movement throughout the school.
- If cafeteria is utilized, limit how many classes are in the cafeteria and provide assigned seating to provide social distancing of at least six feet between students.
- Remove or shut down all self-service areas.

Gymnasiums, Physical Education Classrooms, and Weightlifting Rooms

- In accordance with the CDC recommendations for cleaning surfaces, clean and sanitize frequently used equipment between classes or sports teams.
- Provide hand hygiene rules in the Gymnasium lockers rooms and advise students not to share personal items or sporting uniforms.
- Provide disinfectant wipe stations throughout the room in order to clean equipment after each use.
- Encourage students and athletes to practice good hand hygiene before and after using workout and/or sporting equipment.

Contact Tracing of Positive Cases

Schools must be prepared to assist public health officials if an employee or student tests positive or becomes exposed to COVID-19. This assistance includes, but is not limited to, providing employee work schedules, hours or shifts worked, when the employee was potentially exposed, and the names and contact information of any other employee, student other person exposed to the virus.

<https://www.cdc.gov/coronavirus/2019-ncov/prepare/disinfecting-building-facility.html>