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**School (PreK-12) Guidance:
COVID-19**
Please distribute to all appropriate staff.

Introduction

This document is an important update to the [New York State Department of Education COVID-19 Guidance](#)

Travel

The CDC recommends that schools proactively do the following before there is a case of COVID-19 identified in the local community:

- x **Review, update, and implement emergency operations plans (EOPs).** This should be done in collaboration with local health departments and other relevant partners. Focus on the components, or annexes, of the plans that address infectious disease outbreaks.
 - o Ensure the plan includes strategies to reduce the spread of a wide variety of infectious diseases (e.g., seasonal influenza). Effective strategies build on everyday school policies and practices.
 - o Reference key resources while reviewing, updating, and implementing the EOP:
 - /â Multiple federal agencies have developed resources on school planning principles and a 6-step process for creating plans to build and continually foster safe and healthy school communities **before, during, and after** possible emergencies. Key resources include [Guide for Developing High Quality School Emergency Operations Plans](#) and the companion guide [The Role of Districts in Developing High Quality School Emergency Operations Plans](#).

to cover the mouth or nose is preferable to using the hands. Always perform hand hygiene after sneezing,

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Frequently Asked School and COVID-19 Questions and Answers

Are schools required to close if any students or staff are diagnosed with COVID-19?

When a school initially has a student or staff that tests positive, the entire school will close for 24 hours while the local department of health investigates and sets forth a plan for any further precautionary measures that the school must take to contain exposure, which may result in additional closure. During this time, the entire school building shall be disinfected in accordance with guidelines from NYS DOH with approved cleaners. Additional closure beyond the 24

Acronyms

CDC	Centers for Disease Control and Prevention
LHD	Local Health Department
NPI	Non-pharmaceutical Intervention
NYCDOHMH	New York City Department of Health and Mental Hygiene
NYSDOH	New York State Department of Health
NYSED	New York State Education Department

Glossary

Chronic Medical Condition - a health related state that lasts for a long period of time (e.g. cancer, asthma)

Community Mitigation Intervention or Measure - a strategy for the implementation at the community level of interventions designed to slow or limit the transmission of a pandemic virus.

Environmental Infection Control - routine cleaning and disinfection strategies applied for the environmental management of illness.

Fever - the temporary increase in the body's temperature in response to some disease or illness.

Fever-Like Symptoms/Signs of a Fever - a child has a fever when their temperature is at or above one of these levels:

- x 100.4 °F (38 °C) measured in the bottom (rectally)
- x 99.5 °F(37.5 °C) measured in their mouth (orally)
- x 99 °F (37.2 °C) measured under their arm (axillary)

An adult probably has a fever when their temperature is above 99 - 99.5 °F (37.2 - 37.5 °C) (7/13/15 0 Twm8

School Pandemic Planning Checklist

Schools are important partners in protecting the public's health and safety

- ✓ Plan for staff and student absences by developing flexible attendance and sick leave policies. Follow NYSDOH guidance for when staff and students may return to school following illness.
- ✓ Identify critical job functions and plan for coverage with cross-training.
- ✓ Develop a continuity of operations plan for essential central office functions including payroll and ongoing communication with students and parents.
- ✓ Identify strategies to continue essential student services (e.g., low income students who rely on the school breakfast program).

Please note that hand sanitizers contain alcohol and are flammable. They must not be placed in hallways, or near an open flame or source of sparks (e.g. science labs with Bunsen burners or shop classes) If you require further guidance please contact your BOCES health and safety staff, the [State Education Department](#) or the [State Office of Fire Prevention and Control](#) .

For a fact sheet and further information on the use of alcohol-based hand sanitizers in schools please visit the New York State website at <https://www.schoolhealthny.com/coronavirus> and under A-Z Resources under H hand sanitizer.

Additional Resources

Centers for Disease Control and Prevention:

[CDC Health Promotion Materials](#), includes downloadable posters;
Information on [proper handwashing technique](#); and



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In December 2019, a new respiratory disease called Coronavirus Disease 2019 (COVID-19) was detected in China. COVID-19 is caused by a virus (SARS-CoV-2) that is part of a large family of viruses called coronaviruses. To help prevent spread of COVID-19, schools should continue to educate students, faculty and staff about proper hand and respiratory hygiene.

Hand hygiene:

- x Regular hand washing with soap and water for at least 20 seconds should be done:
 - o Before eating;
 - o After sneezing, coughing, or nose blowing;
 - o After using the restroom;
 - o Before handling food;
 - o After touching or cleaning surfaces that may be contaminated; and
 - o After using shared equipment like computer keyboards and mice.

If soap and water are not available, use an alcohol-based hand sanitizer. School medical directors should approve and permit the use of alcohol-based hand sanitizers in their facilities without individual's physician orders as alcohol-based hand sanitizers are considered over-the-counter drugs. Student use of alcohol-based hand sanitizers should always be supervised by adults. Parents/guardians can inform the school that they do not want their child to use alcohol-based hand sanitizers by sending a written notice to the school.

Respiratory hygiene:

- x Covering coughs and sneezes with tissues or the corner of elbow; and
- x Disposing of soiled tissues immediately after use.

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Schools should continue performing routine cleaning. Specific high-risk locations warrant cleaning and disinfection at least daily.

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Cleaning and disinfection throughout the school.

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Soiled and frequently touched surfaces can be reservoirs for pathogens, resulting in a continued transmission to people. Therefore, for pathogenic microorganisms that can transmit disease through indirect contact (transmission through contaminated surfaces), extra attention must be paid to surfaces that are touched most often by different individuals. 2 p

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In New York State, all primary and secondary schools are required to use green cleaning products. For additional information on the laws regarding the use of green cleaning products, see the [Policies, Guidelines and Report](#) section of NY's Green Cleaning Program website. Routine cleaning of school settings include:

- x Cleaning high contact surfaces that are touched by many different people, such as light switches, handrails and doorknobs/handles.
- x Dust- and wet-mopping or auto-scrubbing floors.
- x Vacuuming of entryways and high traffic

6 Cleaning removes germs, dirt and impurities from surfaces or objects, while disinfecting kills germs on surfaces or objects. **f**

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6 Always clean surfaces prior to use of disinfectants in order to reduce soil and remove germs. Dirt and other materials on surfaces can reduce the effectiveness of disinfectants. For combination products that can both clean and disinfect, always follow the instructions on the specific product label to ensure effective use. In New York State, all primary and secondary schools, state agencies, and state authorities are required to use green cleaning products. For additional information on the laws regarding the use of green cleaning products, see the [Policies, Guidelines and Report](#) section of NY's Green Cleaning Program website.

6 Cleaning of soiled areas must be completed prior to disinfection to ensure the effectiveness of the disinfectant product. **h**

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If EPA- and DEC*-registered products specifically labeled for SARS-CoV-2 are not available, disinfect surfaces using a disinfectant labeled to be effective against rhinovirus and/or human coronavirus. If such products are unavailable, it is also acceptable to use a fresh 2% chlorine bleach solution (approximately 1 tablespoon of bleach in 1 quart of water). Prepare the bleach solution daily or as needed. EPA- and DEC*- registered disinfectants specifically labeled as effective against SARS-CoV-2 may become commercially available at a future time and once available, those products should be used for targeted disinfection of frequently touched surfaces.

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- x Classroom desks and chairs;
- x Lunchroom tables and chairs;
- x Door handles and push plates;
- x Handrails;
- x Kitchen and bathroom faucets;
- x Light switches;
- x Handles on equipment (e.g., athletic equipment);
- x Buttons on vending machines and elevators;
- x Shared telephones;
- x Shared

