



## **COVID-19 Staff Prevention Protocols**

### **Conduct a Daily Self-Health Assessment Upon Entering the Building – While wearing face covering**

- Temperature check – If above 100° - Do not enter the building-past Check Point
- If you experienced any of the following symptoms, that are unusual for you, in the last 14 days - Do not enter the building:
  - Cough
  - Difficulty breathing or shortness of breath
  - Sore throat
  - Chills and body aches
  - Headache
  - New loss of taste or smell
  - Diarrhea
  - Nausea or vomiting
- If any of the above symptoms:
  - You are requested to stay home
  - If employee can perform their duties remotely, they may work remotely
  - Employee is directed to contact their personal Health Care Provider for assessment
- If COVID-19 positive, it requires 10 days of isolation with 24 hours of no fever to return to work.
- In the past 14 days, if you have: been in close contact with anyone who displays the known symptoms above or of COVID-19; have travelled outside the United States or to any high-risk locations; or been in close contact with anyone who travelled to high-risk locations. Please contact your immediate supervisor.

### **Physical Distancing**

- Maximize space, stay at least 3-6 feet from other people, as practicable
- Do not gather in large groups, please observe social distancing
- Stay out of crowded places and avoid mass gatherings

### **Protecting Self and Others**

- Masks/face shields are required to be worn at all times for 3<sup>rd</sup> grade students through adults and requested for TK through 2<sup>nd</sup> grade students. Exemption while eating and/or drinking.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Wash your hands frequently with water and soap for at least 20 seconds; especially:
  - after going to the bathroom
  - before eating
  - after blowing your nose, coughing, or sneezing
  - after touching surfaces in commonly used areas and/or touching shared items
- If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry
- Cover coughs and sneezes with a tissue, then throw the tissue in the trash. If tissues are not available, cough or sneeze into the inside of your elbow

### **Sanitation**

- Using RUSD provided sanitizer, all work surfaces to be cleaned and disinfected.

### **COVID-19 Staff Prevention Protocols Document**

- The COVID-19 Staff Prevention Protocols and Temperature Check documents will be kept confidential, except under the request of a Public Health Official

### **Return to Work After Symptoms:**

Written certification from a medical practitioner that the staff member is:

- Fever-free and has been completely symptom free (no coughs, chills, COVID-19 symptoms, for at least three (3) days, and/or;
- At least ten (10) days have passed since the onset of symptoms and/or;

- At least ten (10) days of isolation with 24 hours of no fever since positive COVID-19 test and clearance from physician to return to school is provided and/or;
- Confirming that the staff member can return to school, that the staff had a negative test for COVID-19, and that any lingering symptoms, if applicable, are not the result of a contagious illness.

**By signing below, I certify that I will abide by the information in this COVID-19 Staff Prevention Protocols. This document will be kept confidential, except under request of a Public Health Official.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name

\*Please return this form completed and signed to your site or department office staff or Administrator.