



A World-Class Community of Learners

Fridley Public Schools

COVID-19 PREPAREDNESS PLAN

June 2021

Fridley Public Schools is committed to providing a safe and healthy workplace for all our team members and students. To ensure we have as safe and healthy workplace, we have developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. Managers and workers are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our workplaces and communities, and that requires full cooperation among our administration, team members, and students. Only through this cooperative effort can we establish and maintain the safety and health of our workers and workplaces.

Administrators and team members are responsible for implementing and complying with all aspects of this COVID-19 Preparedness Plan. Fridley Public Schools administrators and team members have our full support in enforcing the provisions of this policy.

We are serious about safety and health and keeping our workers working at Fridley Public Schools. Worker involvement is essential in developing and implementing a successful COVID-19 Preparedness Plan. We have involved our team members in this process by working with our COVID Coordinator to get feedback. Our COVID-19 Preparedness Plan follows Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines, federal OSHA standards related to COVID-19 and Executive Order 20-48, and addresses:

- hygiene and respiratory etiquette;
- engineering and administrative controls for social distancing;
- cleaning, disinfecting, decontamination and ventilation;
- prompt identification and isolation of sick persons;
- communications and training that will be provided to managers and workers; and
- management and supervision necessary to ensure effective implementation of the plan.

Screening and policies for employees exhibiting signs and symptoms of COVID-19

Team members have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess team members' health status prior to entering the workplace and for workers to report when they are sick or experiencing symptoms. **All team members have been trained on the symptoms of COVID-19. If a Fridley employee has symptoms they have been instructed to contact their supervisor and stay home from work. If an employee begins to exhibit symptoms during the work day they have been instructed to let their supervisor, go home, and encouraged to take a COVID test.**

Fridley Public Schools has implemented leave policies that promote workers staying at home when they are sick, when household members are sick, or when required by a health care provider to isolate or quarantine themselves or a member of their household. Fridley Public Schools extended "FFCRA" benefits to all staff through the end of the 2020-2021 school year, and we accommodate staff "working from home", whenever possible, due to quarantining of the staff member or a member of their household. Time off due to illness is also provided under the terms and conditions of the various bargaining unit agreements. Moreover, Fridley Public Schools provides additional time off, as appropriate, under the terms and conditions of the Family Medical Leave Act (FMLA) and works diligently under the auspices of the Americans with Disabilities Act (ADA) to provide accommodations for workers with underlying medical conditions or who have household members with underlying health conditions have been implemented.

Fridley Public Schools has also implemented a policy for informing workers if they have been exposed to a person with COVID-19 at their workplace and requiring them to quarantine for the required amount of time. **When a positive case is reported the COVID Coordinator, the COVID Coordinator follows the process for contact tracing and uses the decision tree to determine if team members need to quarantine.**

Handwashing

Basic infection prevention measures are being implemented at our workplaces at all times. Workers are instructed to wash their hands for at least 20 seconds with soap and water frequently throughout the day, prior to any mealtimes and after using the toilet. Hand-sanitizer dispensers (that use sanitizers of greater than 60% alcohol) are at entrances and locations in the workplace so they can be used for hand hygiene in place of soap and water, as long as hands are not visibly soiled. Handouts on how to properly wash hands will be sent to all team members.

Social distancing and Masks

Social distancing of six feet will be implemented and maintained between team members and students. Team members are encouraged to maintain a six-foot distance from others while at work. Students will be encouraged to be in pods throughout the day to reduce the amount of contact with others.

Masks will be required to be worn by staff and student in Fridley Public Schools buildings while students are present. Masks will also be required to be worn while on public transportation, this includes school buses.

Cleaning, disinfection, and ventilation

Regular housekeeping practices are being implemented, including routine cleaning and disinfecting of work surfaces, equipment, tools and machinery, delivery vehicles and areas in the work environment, including restrooms, break rooms, lunchrooms, meeting rooms, and drop-off and pick-up locations. Frequent cleaning and disinfecting will be conducted in high-touch areas, such as phones, keyboards, touch screens, controls, door handles, elevator panels, railings, copy machines, delivery equipment, etc. Tersano charged water will be available to staff members to spray down services during the workday. Each evening all rooms are fogged with charged water.

The maximum amount of fresh air is being brought into the workplace, air recirculation is being limited and ventilation systems have been updated. A Bi-Polar Ionization system was installed into existing mechanical systems to distribute ions throughout the buildings to combat VOC's (volatile organic compounds,), viruses (such as FLU, COVID-19, SARS) and other microorganisms that has been proven by third party testing to be 99.4% effective in inactivating the COVID-19 virus. Contact with ions disrupts the pathogens' surface proteins, rendering them inactive.

Communication and training

This COVID-19 Preparedness Plan was communicated **via email** to all workers **June 14, 2021** and necessary training was provided. Additional communication and training will be ongoing via email and provided to all workers who did not receive the initial training. Instructions will be communicated to team members, students, and families about: required hygiene practices; recommendations regarding face masks; social distancing; and quarantining. Team members, students, families, and community will also be advised not to enter school buildings if they are experiencing symptoms or have tested positive COVID-19.

This information will be posted on main entrances of the buildings. Managers and supervisors are to monitor how effective the program has been implemented by **monitoring the number of positive cases on campus.** Management and workers are to work through this new program together and update the training, as necessary. This COVID-19 Preparedness Plan has been certified by **Fridley Public Schools** and was posted online on June 14th. It will be updated, as necessary.

Certified by:

Dr. Kim Hiel

Superintendent of Schools