

Pandemic Protocol for STAFF at Kiowa School

- 1) All staff will be required to Self-check and log their temperature and complete a screening form in their teacher's workroom on a daily basis.
- 2) On-duty staff will take temperatures by cars at the drop-off location at each entrance, elementary and high school.
- 3) Bus drivers will take temperatures of all students as they are getting on the bus each morning. (not required for take home if they have been at school symptom free)
- 4) Any temperature of 100 degrees or higher;
 - a. Bus riders must get off of bus and remain home.
 - b. Drop off students must get back in the vehicle they got out of.
 - c. High school students that drive must return home. (office will notify parent)
- 5) Staff must report a fever after screening (student or staff) as soon as possible to proper office personnel.
- 6) If a staff member develops symptoms while on campus, he/she will put on a mask, self-report to the office and not be allowed to return to school until fever free for 3 days and negative test result. (accumulated sick leave will be used)
- 7) Teachers, HS/JH, that have students changing classes each hour will be required to wipe desk or tables down between each class. (a student can assist if needed)
- 8) Elementary staff will wipe down desk and tables between any extended breaks; recess, PE, lunch etc.
- 9) Teachers will be required to use some type of digital learning tool to share content with students that may be in quarantine or need to take an extended leave of absence for some reason. We will provide training. Teacher will monitor virtual students in their grade or subject area.
- 10) Teacher IPADS will need to be in the classroom daily and not left at home.
- 11) Staff work day will begin at 7:30 with new safety procedures, (you are on contract for 8 hours but may leave after buses run after school)
- 12) Staff may choose to wear a clear face shield or mask during class at their discretion.
- 13) Staff will wear a mask in hallways between classes or other highly populated areas.
- 14) Teachers will allow students to wear a mask in their classroom when feasible as long as it does not detract from the education objective or become a distraction/nuisance.