

Manassas City Public Schools

Phase III COVID-19 Mitigation Health Plans

December 1, 2022

As Manassas City Public Schools (MCPS) opens its schools (PK-12) for the school year 20-21, it will follow the CDC guidelines for schools to help protect students, teachers, administrators, and staff and slow the spread of COVID-19. MCPS will determine, in collaboration with [state and local health officials](#), to the extent possible, whether and how to implement these considerations while adjusting to meet the unique needs and circumstances of our local community.

Implementation will be guided by what is feasible, practical, acceptable, and tailored to the needs of each community. School-based nursing stations should refer to CDC's [Guidance for U.S. Healthcare Facilities](#) and may find it helpful to reference the [Ten Ways Healthcare Systems Can Operate Effectively During the COVID-19 Pandemic](#). These considerations are intended to supplement—**not replace**—any state or local safety laws, rules, and regulations with which schools must comply.

Guiding Principles to Keep in Mind

The more people a student or staff member interacts with, and the longer that interaction, the higher the risk of COVID-19 spread. The risk of COVID-19 spread increases in school settings as follows:

- **Lowest Risk:** Students and teachers engage in virtual-only classes, activities, and events.
- **More Risk:** Small, in-person classes, activities, and events. Groups of students stay together and with the same teacher throughout/across school days and groups do not mix. Students remain at least 6 feet apart (social distancing) and do not share objects (e.g., hybrid virtual and in-person class structures, or staggered/rotated scheduling to accommodate smaller class sizes).

- **Highest Risk:** Full capacity, in-person classes, activities, and events. Students are not spaced apart, share classroom materials or supplies, and mix between classes and activities. Social distancing not followed.

COVID-19 is mostly spread by respiratory droplets released when people talk, cough, or sneeze. It is thought that the virus may spread to hands from a contaminated surface and then to the nose or mouth, causing infection. Therefore, personal prevention practices such as [handwashing](#), [staying home when sick](#) and environmental [cleaning and disinfection](#) are important principles that are covered in this document. Fortunately, there are a number of actions we can take to help lower the risk of COVID-19 exposure and spread during school sessions and activities.

Promoting Behaviors that Reduce Spread

MCPS will implement several strategies to encourage behaviors that reduce the spread of COVID-19:

- **Staying Home when Appropriate**
 - MCPS will educate staff and families about when they/their child(ren) should stay home and when they can return to school.
 - MCPS will actively encourage employees and students who are sick or who have recently had [close contact](#) with a person with COVID-19 to stay home. We have also developed policies to encourage sick employees and students to stay at home without fear of reprisal, and to ensure employees, students, and students' families are aware of these policies.
 - [Staff and students should stay home](#) if they have tested positive for or are showing COVID-19 [symptoms](#).
 - Staff and students who have recently had [close contact](#) with a person with COVID-19 should also [stay home and monitor their health](#).
 - CDC's criteria can help inform when employees should return to work:
 - [If they have been sick with COVID-19](#)
 - [If they have recently had close contact with a person with COVID-19](#)
- **Hand Hygiene and Respiratory Etiquette**
 - All instructional staff should teach and reinforce [handwashing](#) with soap and water for at least 20 seconds and increase monitoring to ensure adherence among students and staff.

- If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used (for staff and older children who can safely use hand sanitizer).
- Encourage staff and students to cover coughs and sneezes with a tissue. Used tissues should be discarded in the trash and hands washed immediately with soap and water for at least 20 seconds.
 - If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used (for staff and older children who can safely use hand sanitizer).
- **Cloth Face Coverings**
 - All instructional staff should teach and reinforce use of [cloth face coverings](#). Face coverings may be challenging for students (especially younger students) to wear in all-day settings such as school. Face coverings should be worn by staff and students (particularly older students) as feasible, and are **most** essential in times when physical distancing is difficult. Individuals should be frequently reminded not to touch the face covering and to [wash their hands](#) frequently. Information will be provided to staff, students, and students' families on [proper use, removal, and washing of cloth face coverings](#).
 - Note: [Cloth face coverings](#) should **not** be placed on:
 - Children younger than 2 years old
 - Anyone who has trouble breathing or is unconscious
 - Anyone who is incapacitated or otherwise unable to remove the cloth face covering without assistance
 - [Cloth face coverings](#) are intended to protect other people in case the wearer is unknowingly infected but does not have symptoms. [Cloth face coverings](#) are not surgical masks, respirators, or other medical personal protective equipment.
- **Adequate Supplies**
 - MCPS will support [healthy hygiene](#) behaviors by providing adequate supplies, including soap, hand sanitizer with at least 60 percent alcohol (for staff and older children who can safely use hand sanitizer), paper towels, tissues, disinfectant wipes, cloth face coverings (as feasible) and no-touch/foot-pedal trash cans.

- **Signs and Messages**

- MCPs will post [signs](#) in highly visible locations (e.g., school entrances, restrooms) that [promote everyday protective measurespdf icon](#) and describe how to [stop the spreadpdf icon](#) of germs (such as by [properly washing hands](#) and [properly wearing a cloth face coveringimage icon](#)).

Maintaining Healthy Environments

MCPS will implement several strategies to maintain healthy environments:

- **Cleaning and Disinfection**

- [Clean and disinfect](#) as appropriate touched surfaces (e.g., playground equipment, door handles, sink handles) within the school and on school buses, at minimum, on a daily basis and between use as much as possible. Use of shared objects (e.g., gym or physical education equipment, art supplies, toys, games) will be limited when possible and cleaned between use.
- A schedule for increased, routine cleaning and disinfection has been developed for each school.
- Ensure [safe and correct use](#) and storage of [cleaning and disinfection productsexternal icon](#), including storing products securely away from children. Use products that meet [EPA disinfection criteriaexternal icon](#).
- Cleaning products will not be used near children, and staff should ensure that there is adequate ventilation when using these products to prevent children and/or themselves from inhaling toxic fumes.

- **Shared Objects**

- Discourage sharing of items that are difficult to clean or disinfect.
- Keep each child's belongings separated from others' and in individually labeled containers, cubbies, or areas.
- Ensure adequate supplies to minimize sharing of high touch materials to the extent possible (e.g., assigning each student their own art supplies, equipment) and/or limit use of supplies and equipment by one group of children at a time and clean and disinfect between use.
- Avoid sharing electronic devices, toys, books, and other games or learning aids.

- **Ventilation**

- MCPS will ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible.
- **Water Systems**
 - To minimize the risk of [Legionnaire's disease](#) and other diseases associated with water, MCPS will [take steps](#) to ensure that all water systems and features (e.g., sink faucets) are safe to use after a prolonged facility shutdown. Drinking fountains and hydration stations will be disconnected until the exit of Phase 3.
- **Modified Layouts**
 - Space seating/desks at least 6 feet apart when feasible.
 - Turn desks to face in the same direction (rather than facing each other), or have students sit on only one side of tables, spaced apart.
 - Create distance between children on school buses (e.g., seat children one child per seat.)
- **Physical Barriers and Guides**
 - MCPS will install physical barriers, such as sneeze guards and partitions; particularly in areas where it is difficult for individuals to remain at least 6 feet apart (e.g., school main office desks and Greeter areas).
 - MCPS will provide physical guides, such as tape on floors or sidewalks and signs on walls, to encourage/promote that staff and children remain at least 6 feet apart in lines and at other times.
- **Communal Spaces**
 - MCPS will stagger the use of communal use shared spaces such as dining halls and playgrounds with shared playground equipment; [clean and disinfect](#) between use.
 - MCPS will install physical barriers, such as plastic flexible screens, between bathroom sinks especially when they cannot be at least 6 feet apart.

Maintaining Healthy Operations

Schools may consider implementing several strategies to maintain healthy operations:

- **Protections for Staff and Children at Higher Risk for Severe Illness from COVID-19**

- To the extent possible, staff at [higher risk for severe illness](#) (including older adults and people of all ages with certain underlying medical conditions) will be offered options to limit their exposure risk (e.g., telework, modified job responsibilities that limit exposure risk).
- Students at [higher risk of severe illness](#) will be offered virtual learning opportunities which will limit their exposure risk.
- MCPS will be in compliance with all applicable law, to protect the privacy of people at [higher risk for severe illness](#) regarding underlying medical conditions.
- **Gatherings, Visitors, and Field Trips**
 - In-person group events, gatherings, or meetings **will not be held** until this region exits Phase 3.
 - There will be no food sales or food brought in to the school for celebrations, treats, or rewards of any kind from any person or group.
 - **There we be no visits of any kind beyond the school main office. Only essential preplanned visits** will be allowed with parents, volunteers, or external groups in the main office. All visitors attending **essential** visits to the school must complete the Health Screening Monitoring Form the morning of the day of the visit. **See Appendix 2.** If **for any reason** the Health Screening Monitoring Form is not completed and received by the school, the visit will be cancelled until completed.
 - Virtual activities and events will be held in lieu of field trips, student assemblies, special performances, school-wide parent meetings, and spirit nights.
 - MCPS will convene sporting events and participation in sports activities in ways that minimize the risk of transmission of COVID-19 to players, families, coaches, and communities.
- **Student Admissions/Transfers**
 - Conditionally admit students transferring from another school in the U.S. dependent on student's current health and travel history. At the school's discretion and in collaboration with local health department recommendations, a 14-day quarantine period may be required.
 - Conditionally admit students transferring from another country dependent on CDC travel guidelines, student's current health status, and travel history.

At the school's discretion and in collaboration with local health care department recommendations, a 14-day quarantine period may be required.

- **Identifying Small Groups and Keeping Them Together**
 - MCPS will ensure that student and staff groupings are as static as possible by having the same group of children stay with the same staff (all day for young children, and as much as possible for older children).
 - Limit mixing between groups if possible.
- **Recognize Signs and Symptoms**
 - MCPS will require parents to attest daily as to the health of their children using the health survey ([symptom checking](#)). **See Appendix 1**
 - All MCPS staff will also be required to attest as to their health prior to entry into their respective school. **See Appendix 1**

Preparing for When Someone Gets Sick

- **Advise Staff and Families of Sick Students of Home Isolation Criteria**
 - Sick staff members or students should not return until they have met CDC's [criteria to discontinue home isolation](#).
- **Isolate and Transport Those Who are Sick**
 - Make sure that staff and families know that they (staff) or their children (families) should not come to school, and that they should notify school officials (e.g., the designated COVID-19 point of contact) if they (staff) or their child (families) become sick with COVID-19 [symptoms](#), test positive for COVID-19, or have been [exposed](#) to someone with COVID-19 symptoms or a confirmed or suspected case.
 - Immediately separate staff and [children](#) with COVID-19 [symptoms](#) (such as fever, cough, or shortness of breath) at school. Individuals who are sick should go home or to a healthcare facility depending on how severe their symptoms are, and follow [CDC guidance for caring for oneself and others](#) who are sick.

- All Principals should work with nurses, and other healthcare providers to identify an isolation room or area to separate anyone who has COVID-19 symptoms or tests positive but does not have symptoms. School nurses and other healthcare providers should use [Standard and Transmission-Based Precautions](#) when caring for sick people. See: [What Healthcare Personnel Should Know About Caring for Patients with Confirmed or Possible COVID-19 Infection](#).
 - MCPS staff ***should not transport anyone who is sick*** to their home or to a healthcare facility. If immediate transportation is needed, school administrative staff should call 911 for assistance.
- **Clean and Disinfect**
 - Close off areas used by a sick person and do not use these areas until after [cleaning and disinfecting](#)
 - Wait at least 24 hours before cleaning and disinfecting. Ensure [safe and correct use](#) and storage of [cleaning and disinfection products](#)[external icon](#), including storing products securely away from children.
- **Notify Health Officials and Close Contacts**
 - In accordance with state and local laws and regulations, school administrators will notify [local health officials](#), staff, and families immediately of any case of COVID-19 while maintaining confidentiality in accordance with the [Americans with Disabilities Act \(ADA\)](#)[external icon](#).
 - Inform those who have had [close contact](#) with a person diagnosed with COVID-19 to stay home and [self-monitor for symptoms](#), and follow [CDC guidance](#) if symptoms develop.

Cleaning and Disinfecting for all Schools

- **All School Custodians will wear disposable gloves** as appropriate to clean and disinfect.
- **When cleaning surfaces use soap and water, then use a disinfectant provided by the Maintenance Department ([EPA-registered household disinfectant](#)[external icon](#).) Follow the instructions on the label** to ensure safe and effective use of the product. Cleaning with soap and water will reduce

number of germs, dirt and impurities on the surface. Disinfecting kills germs on surfaces.

- **Routine cleaning** of frequently touched surfaces will take place in such areas as light switches, all door handles, restrooms (toilets, faucets, mirrors, stalls, and floors), main office desks, greeter desks, and student/teacher desks and chairs, phones and technology equipment. More frequent cleaning and disinfection may be required based on level of use.
- **Always read and follow the directions on the label** to ensure safe and effective use.
 - Wear skin protection and consider eye protection for potential splash hazards
 - Ensure adequate ventilation
 - Use no more than the amount recommended on the label
 - Use water at room temperature for dilution (unless stated otherwise on the label)
 - Avoid mixing chemical products
 - Label diluted cleaning solutions
 - Store and use chemicals out of the reach of students

You should never eat, drink, breathe or inject these products into your body or apply directly to your skin as they can cause serious harm.

See [EPA's 6 steps for Safe and Effective Disinfectant Use](#)

For electronics, such as tablets, touch screens, keyboards, remote controls, and ATM machines.

- **Follow manufacturer's instruction** for cleaning and disinfecting.
 - If no guidance, **use alcohol-based wipes or sprays containing at least 70% alcohol**. Dry surface thoroughly.

Cleaning and disinfecting your building or facility if someone is sick

- **Close off areas** used by the person who is sick.

- **Open outside doors and windows if possible** to increase air circulation in the area.
- **Wait 24 hours** before you clean or disinfect. Clean and **disinfect all areas used by the person who is sick**, such as offices, bathrooms, common areas, shared electronic equipment like tablets, touch screens, keyboards, and remote controls.
- [Vacuum the space if needed](#). Use vacuum equipped with high-efficiency particular air (HEPA) filter, if available.
 - Do not vacuum a room or space that has people in it. Wait until the room or space is empty to vacuum, such as at night, for common spaces, or during the day for private rooms.
 - Temporarily turn off room fans and the central HVAC system that services the room or space, so that particles that escape from vacuuming will not circulate throughout the facility.
- Once area has been **appropriately disinfected**, it **can be opened for use**.
- **Workers without close contact** with the person who is sick can return to work immediately after disinfection.
- **If more than 7 days** since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary.
- Continue routine cleaning and disinfection. This includes everyday practices that businesses and communities normally use to maintain a healthy environment.
- Outdoor areas, like **playgrounds in schools** generally require **normal routine cleaning**, but **do not require disinfection**.
 - Do not spray disinfectant on outdoor playgrounds- it is not an efficient use of supplies and is not proven to reduce risk of COVID-19 to the public.
 - High touch surfaces made of plastic or metal, such as grab bars and railings should be cleaned routinely.
 - Cleaning and disinfection of wooden surfaces (play structures, benches, tables) or groundcovers (mulch, sand) is not recommended.
- **Sidewalks and roads should not be disinfected**.
 - Spread of COVID-19 from these surfaces is very low and disinfection is not effective.
- **Regular cleaning staff** can clean and disinfect community spaces.

- Ensure they are trained on appropriate use of cleaning and disinfection chemicals.
- **Wear disposable gloves and gowns for all tasks in the cleaning process, including handling trash.**
 - Additional personal protective equipment (PPE) will be required based on the cleaning/disinfectant products being used and whether there is a risk of splash.
 - Gloves and gowns should be removed carefully to avoid contamination of the wearer and the surrounding area.
- **Wash your hands** often with soap and water for 20 seconds.
 - Always wash immediately after removing gloves and after contact with a person who is sick.
 - Hand sanitizer: 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.
- **Always read and follow the directions on the label** to ensure safe and effective use.
 - Keep hand sanitizers away from fire or flame
 - For children under six years of age, hand sanitizer should be used with adult supervision
 - Always store hand sanitizer out of reach of children

See [FDA's Tips for Safe Sanitizer Use](#)^{external icon} and [CDC's Hand Sanitizer Use Considerations](#)

- **Additional key times to wash hands** include:
 - After blowing one's nose, coughing, or sneezing.
 - After using the restroom.
 - Before eating or preparing food.
 - Before and after providing routine care for another person who needs assistance (e.g., a child).
- **MCPS will educate workers** performing cleaning, laundry, and trash pick-up to recognize the symptoms of COVID-19.
- Provide instructions on what to do if they develop [symptoms](#) within 14 days after their last possible exposure to the virus.

- MCPS will ensure workers are trained on the hazards of the cleaning chemicals used in the workplace in accordance with OSHA's Hazard Communication standard ([29 CFR 1910.1200external icon](#)).
- **Comply with OSHA's standards** on Bloodborne Pathogens ([29 CFR 1910.1030external icon](#)), including proper disposal of regulated waste, and PPE ([29 CFR 1910.132external icon](#)).
- CDC only recommends use of the [surface disinfectants identified on List Nexternal iconexternal icon](#) against the virus that causes COVID-19.

Transportation

Student Seating Assignments

All students riding on a MCPS school bus should be placed one student per seat with staggered seating (one person sitting on the aisle and the next student seated next to the window). All students should face forward at all times with no loud talking or singing since this type of behavior increases the chances of COVID droplets throughout the bus.

Face Coverings

All students are required to wear face coverings when on the bus and all bus drivers are required to wear face coverings at all times during bus operations when students are on board.

Bus Driver Protections

- Limit close contact with others by maintaining a distance of at least 6 feet, when possible.
- Encourage students to avoid standing or sitting within 6 feet of the bus driver as much as possible.
- Avoid touching surfaces often touched by bus passengers.
- Use gloves if required to touch surfaces contaminated by body fluids.
- Practice routine cleaning and disinfection of frequently touched surfaces, including surfaces in the driver cockpit commonly touched by the operator.
- Proper hand hygiene is an important infection control measure. Wash your hands regularly with soap and water for at least 20 seconds. If soap and water are not readily available, use an alcohol-based hand sanitizer containing at least 60% alcohol.

Key times to clean hands in general include:

- Before and after work shifts

- Before and after work breaks
- After touching frequently touched surfaces, such as handrails
- After putting on, touching, or removing cloth face coverings
- Avoid touching your eyes, nose, or mouth.

If transport vehicles (e.g., buses) are used by the school, drivers should practice all safety actions and protocols as indicated for other staff (e.g., hand hygiene, cloth face coverings). To clean and disinfect school buses or other transport vehicles, see guidance for [bus transit operators](#).

Bus Cleaning and Disinfecting

All school buses will be cleaned and disinfected after the morning and afternoon runs. Approved cleaning supplies and training will be provided by the Maintenance Department in compliance with all EPA, OSHA, and CDC Guidelines.

Food Service

- MCPS will serve individually plated meals in the school cafeterias while promoting proper social distancing by all students.
- MCPs will use disposable food service items (e.g., utensils, dishes).
- If an event is scheduled, no food will be offered.
- Optical/infrared scanners will be purchased that will scan a barcode on a card or smartphone to replace the system of students keying their pin number on a keypad in the serving line to reduce possible transmission of COVID due to hundreds of children touching the same keypad daily.
- All food service employees will wear appropriate masks and gloves at all times when preparing meals.
- Hand sanitizer will be available for use by students/staff near the cafeteria areas.
- All vendors delivering food/milk/supplies to the food service area through the loading dock are required to wear face coverings at all times while in the school.
- All students/parents are encouraged to use touchless payment options to minimize handling cash.
- When exchanging paper and coin money:
 - Do not touch your face afterward.
 - Ask student to place cash on the counter rather than directly into cashier's hand.
 - Place money directly on the counter when providing change back to students.

- Wipe counter between each customer at checkout.
 - Clean and disinfect frequently touched surfaces such as workstations, cash registers, payment terminals, door handles, tables, and countertops on a routine basis. Follow the directions on the cleaning product's label and clean hands afterwards.
- Practice proper hand hygiene. This is an important infection control measure. With appropriate hand hygiene, gloves are not necessary for workers who are not involved in food preparation. Wash your hands regularly with soap and water for at least 20 seconds. An alcohol-based hand sanitizer containing at least 60% alcohol can be used, but not as a substitute for cleaning hands with soap and water.

<https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/grocery-food-retail-workers.html>

Appendix 1 – Student Health Screening

Student Symptom Checker

Student Name: _____ Date: _____

Event: _____ Site Location: _____

Instructions: Students must undergo a symptom check prior to coming to school or participating in an event. Please check your symptoms at home. Please select Y=Yes and N=No and record on the sheet. If you answer **YES** to any of the below questions, you must stay home until 14 days after your last exposure or at least 10 days have passed since symptoms first appeared.

	No	Yes
Please record your temperature here _____. If your temperature is more than 100.4F, you may not participate.		
Have you been exposed to someone with COVID-19 in the past 14 days?		
Do you feel ill?		
Do you have:		
<ul style="list-style-type: none"> • Cough • Shortness of breath or difficulty breathing • Chills • Fatigue • Muscle or body aches • Congestion or runny nose • Sore throat • Headache • New loss of taste or smell • Nausea • Vomiting (unidentified cause, unrelated to anxiety or eating) • Diarrhea 		

I, _____ the parent of the above named student, attest that the answers above are accurate to the best of my knowledge. I confirm that the above named student has not been exposed to anyone with COVID-19 in the past 14 days.

Printed Name of Parent: _____

Signature of Parent: _____

Date: _____ Current Phone Number: _____

Appendix 2 – Visitor Health Screening

If the individual responds NO to all questions, he/she may enter.
 If the individual responds YES to any questions, he/she may not enter. Recommend the individual stays home until well. Offer a Zoom meeting with the School Nurse or the staff member the individual wanted to visit. Schedule the appointment for another time.

Do you have or have you had any of the following symptoms NOW or in the PAST 14 DAYS?

Temperature of 100.4°F or greater sustained for several hours or days	NO	YES, no entry
Sustained temperature of 100.4°F or lower with additional symptoms below	NO	YES, no entry
Cough (new issue; more than just occasional or asthma related)	NO	YES, no entry
Shortness of breath (new issue, not a diagnosed medical issue)	NO	YES, no entry
Not feeling well; shaking/chills; feeling feverish	NO	YES, no entry
Headache (not just occasional; if accompanied with other symptoms no entry should be considered)	NO	YES, no entry
Muscle pain all over body (new issue, not a diagnosed medical issue)	NO	YES, no entry
Sore throat	NO	YES, no entry
Vomiting today or within the last 3 days	NO	YES, no entry
Diarrhea today or within the last 3 days (new issue, not a diagnosed medical issue)	NO	YES, no entry
Close contact with someone who has tested positive for COVID-19 or the flu in the last 14 days OR suspected positive but not tested.	NO	YES, no entry

REMINDERS for visitors. Please share during both the initial scheduling call and the check-in when the visitor calls upon arrival. Discuss social distancing and the need for wearing a mask throughout the building.

* You are required to wear a facemask at all times while in the building and/or offices.

* Please use hand sanitizer before arriving and after leaving this office.

Appendix 3 – Other Resources

<https://www.vdh.virginia.gov/content/uploads/sites/182/2020/04/VDH-Exposed-to-COVID-19-ENG-.pdf>

<https://www.vdh.virginia.gov/content/uploads/sites/182/2020/04/VDH-Exposed-to-COVID-19-SPAN.pdf>

https://www.vdh.virginia.gov/content/uploads/sites/182/2020/04/Home-IsolationQuarantine-Release-Graphic_FINAL.pdf

https://www.vdh.virginia.gov/content/uploads/sites/182/2020/05/VDH-D C-IQ_Spanish.pdf