



Social Distancing Protocol for 2021-2022 School Year
(Updated August 2021)

The primary mode of transmission of the COVID-19 virus is by transmission of respiratory droplets between people in close proximity to each other. Therefore, maintaining physical distance between individuals can reduce transmission. The District has established the following social distancing requirements for all indoor spaces for the 2021-2022 school year.

- Staff and students must maintain at least three feet of social distance at all times unless cohorted within the classroom for small group work. Strict use of seating charts is required.
- Signs will be posted indicating the guidelines for maintaining social distance.
- Employees are required to follow all signage or instructions regarding the use of common spaces, hallways, or pathways through the building. In the absence of signage, stay to the right of any hallway or stairs while others are passing.

SCHOOL BUILDINGS

Classrooms and other learning spaces will be organized to effectuate social distancing by changing the layout of desks, tables, and chairs in order for students to be spaced at a minimum of three feet apart. For tables or learning stations that are attached, one of two actions will be taken to ensure three feet of social distance: 1) seats will be marked so that students can only sit in locations that are three feet apart or 2) shared tables will be replaced with single student desks.

Teachers' desks will be at least six feet from the nearest student desk. Tape marking a distance of six feet will be placed around the teacher's desk.

Signage and decals (and/or colored tape) will be installed in school buildings to remind students and staff of the requirement to maintain three feet of social distance. Schools will establish patterns for traffic flow through building entrances, exits, hallways, and other common areas to ensure this social distancing. Specifically for hallways, schools will create schedules for staff and students to ensure students can maintain three feet of social distancing.

Additionally, schools will create plans for school start and dismissal time (such as using different entrances and exits for different groups of students) every day to minimize large, non-cohort groups.

Outdoor spaces, when possible, will be utilized to also help maintain social distancing and minimize the number of students in a classroom.



Elementary Schools

Teachers and students should remain in designated cohorts to minimize transmission of infection and to facilitate accurate contact tracing. Strict use of seating charts is required.

High Schools

Due to individualized student rosters, cohorting of high school students into defined groups may not be possible. To minimize unnecessary interactions, students should not mingle with other students who are not in their class roster or extra-curricular activity like a sport or art. Strict use of seating charts is required.

NON-SCHOOL BUILDINGS

- Employees must stay three feet from each other throughout their shifts except while seated in cubicles where wall panels extend above the head of the seated employee.
- Use of shared offices or shared cubicles is prohibited. The manager will be tasked with identifying optional staffing solutions or alternative work space.

SCHOOL AND NON-SCHOOL BUILDINGS

The below provisions apply to both school and non-school buildings.

Signage and Posters

Employees are expected to follow visual cues including signage, floor decals, and colored tape indicating social distancing parameters and traffic flow through building entrances, exits, and other common use areas.

Elevators

No more than four people may occupy an elevator at a time, with each person in each corner of the elevator. Stairs should be used whenever possible.

Meeting Rooms

Meetings are permitted in-person or virtual to the extent necessary to complete job functions. Attendees should remain socially distanced and masked at all times during the meeting. Consumption of food while participating in indoor meeting spaces is discouraged.

Employee Break Rooms/Meals

Break rooms and lunchrooms may be used for vending machine purchases and food preparation with three feet social distancing being practiced by all present. Employees are encouraged to eat in their classroom/office/cubicle or to eat outside, if practical and feasible. Employees are able to eat in adjacent cubicles. If available, a large congregation room can be made available for eating purposes if the following parameters are strictly followed: 1) three feet of distancing at all times, 2) cleaning one's personal eating space thoroughly when finished, and 3) storing mask under chin or in one's pocket while eating. When in a room with others and abiding by all of the aforementioned, masks should be immediately replaced when eating or drinking has ended.



Restrooms

The number of people permitted in a restroom will be determined by the size of space and layout of restroom partitions to ensure at least three feet distance between individuals. Restroom toilet partitions provide appropriate separation for individuals. In cases where partitions are not currently in place, and do not extend above the individual's head, signage will indicate the use of every other toilet stall, i.e. every other urinal in the men's restroom will be closed off to keep individuals three feet apart. The same approach will be applied to restroom sinks that don't allow for appropriate distancing.

Visitors

A person planning to visit a District school or facility will be expected to abide by the [Visitor Protocol](#). This protocol applies to contractors delivering/providing goods or services for the District and others. Employees bringing contractors to work on District properties are required to share these requirements, and contractors will be expected to adhere to them. Contractors must also have their own COVID-19 risk mitigation policies or procedures, which must be provided to, and receive approval from, the District.

All approved visitors will need to have a confirmed appointment for a specific date, time, and purpose to enter a District building. Approved visitors (including parents/guardians) do not have unrestricted access to District facilities and must remain in approved areas only.