

SUGGESTIONS FOR SETTING UP CLASSROOMS

In order to reduce the spread of COVID-19 at school, we will use a combination of measures to prevent the spread of COVID-19 and break the chain of infection. Every space and group of kids will be different, the idea is to minimize risk of transmission using these basic precautions.

 Physical Distancing	 Hand Hygiene & High Touch Surfaces	 Cloth Face Coverings	 Cough/Sneeze Etiquette
Rearrange desks and common seating spaces to maximize the space (6ft) between participants and at the front of the room). Use visual aids to help communicate proper distance (e.g. hula hoop, tape on carpet, arm span).	Create a hand washing or hand sanitizer routine upon entering the classroom. Place bottles of hand sanitizer at the entrance. Allow time for handwashing or use of alcohol-based hand sanitizer before eating and upon returning to the classroom.	Model wearing a face covering in the classroom. Provide access to face cloth coverings at entrances.	Have facial tissue available in the classroom, or packets of tissue in a baggie for each student.
Turn desks to face in the same direction (rather than facing each other) to reduce transmission caused from virus-containing droplets (e.g., from talking, coughing, sneezing).	Avoid community supplies when possible. If shared supplies are necessary, consider using designated bins for clean and used supplies. Community supplies are considered high-touch and should be cleaned frequently.	Decorate face coverings as a class activity.	Hang Cover Your Cough posters, Wash Your Hands, and Stay Home if You Are Ill posters in your room.
Hold classes outside and encourage participants to spread out whenever possible	Ensure adequate supplies to minimize the sharing of high-touch materials to the extent possible, assign supplies to a single student, or limit the use of supplies and equipment by one group of children at a time and clean and disinfect between use	Ensure all students wear a face covering. Review how to put one on and take it off. Encourage students to avoid touching their face with their hands as much as possible	Have an open-top wastebasket available in the classroom, or baggies at individual desks to reduce children walking around the classroom.
Open windows and doors for increased ventilation			
Consider use of cardboard “offices” as a mechanical barrier between students	Do not share equipment between staff, volunteers, and participants when possible	Hang pictures of students and staff both with and without a mask.	Show videos that teach proper cough/sneeze etiquette and handwashing.
Use visual cues to demonstrate physical spacing (spacing dot/markers).	Do not allow students to bring toys or personal items to school. Avoid sharing electronic devices, toys, books, and other games or learning aids.	Develop a system for students to express their frustrations or feelings (e.g. desk cards, email, etc.) since facial expressions can be difficult to discern while wearing a face covering	Consider ways to accommodate the needs of children and families at risk for serious illness from COVID-19.
	Wipe down surfaces shared between students		
Use visual aids (e.g., painter’s tape, stickers) to illustrate traffic flow and appropriate spacing to support social distancing.	Keep child’s belongings separated from others and in individually labeled containers, cubbies, or areas. Store backpacks/jackets at desks.	For group work, group students in the virtual setting to reduce movement of students around the room.	Limit volunteers to the classroom.
Allow children to alternate sitting and standing at their desk rather than walking around the room. Encourage stretching.	Give students their own fidget toys, or create their own calm down space rather than a fidget box or classroom time out space	Face Coverings for Children During COVID-19	Look for visible signs of illness in students or staff. Send any visibly sick students to the office.
	Clear surfaces of items. Cover bookshelves and other areas that cannot be removed to prevent students from handling.		