

COVID-19 GUIDELINES FOR STAFF

- Be mindful and considerate of your own, students' and co-workers' health and safety concerns.
- Perform the COVID-19 screener and temperature check before going to work each day.
- Follow the FPA "COVID-19 symptom protocol for staff" as found under the COVID-19 tab on the website and do not go to work if any of the following apply to you:
 - Fever greater than 100.4 degrees
 - Cough, shortness of breath, or difficulty breathing
 - Sore throat
 - Can't smell/loss of sense of taste
 - Diarrhea, nausea, or vomiting
 - Chills or muscle aches
 - If you are showing COVID-19 symptoms and have been exposed to someone who has tested positive for COVID-19 in the last two weeks.
- If you develop COVID-19 symptoms at work, you will be sent home or isolated in the high school office until a ride home is available.
- Follow the FPA "COVID-19 guidelines for how to discontinue home isolation" (as found under the COVID-19 tab on freedomprep.net) if you become sick.
- Follow the FPA "COVID-19 protocol for teachers to follow with students" (as found under the COVID-19 tab on freedomprep.net) if a student isn't feeling well at school.
- Remain flexible with attendance as you address the needs of individual students, while meeting learning standards and professional expectations.
- Report to the secretaries if a student has not attended your class due to illness.
- Wear a mask/face shield when social distancing is not possible. This is required for all staff in all school buildings.
- Wash your hands frequently and avoid touching your face.
- Provide opportunities for students to practice proper hand washing and hand sanitizing etiquette.
- Practice proper respiratory output etiquette - cough or sneeze into elbow.
- Practice social distancing when possible (in classrooms, during meetings, in hallways, when entering/exiting the building, during parent meetings, in the teacher lounge, in the copy room, etc.,).
- Sanitize high touch areas often.
- Avoid contact with high touch areas when possible.
- Accommodate individual learning needs, especially for those students that face higher health risks.
- Assigned seating is required with your students to support contact tracing.

- Face all desks to the front of the classroom and space them appropriately (6 feet when possible). Masks are required if the 6 feet of social distancing is not possible.
- Students may work in assigned groups for 15 minutes or less. Groups should remain the same for at least one quarter.
- Utilize administrators, team members, mentors, and other resources throughout the year, please know that our FPA family is eager to help during this unique time.
- Prepare lessons and instruction so that the possible (immediate) switch to online learning is as seamless as possible for students and parents.