

Health & Safety Protocols & Procedures

This a DRAFT document and is subject to change as the Guilderland Central School District receives new and more current information. Use the links below to view the various sections of Guilderland Central School District's 2021-22 Opening of Schools Plan. If you have any trouble accessing parts of this plan or have questions, please contact communications@guilderlandschools.net and assistance will be provided.

[Introduction](#) | [Health checks](#) | [Distancing, face coverings & PPE](#) | [Infection control strategies](#) | [Management of ill persons, contact tracing and monitoring](#) | [Continuing Instruction for Students under Quarantine Orders](#) | [Health hygiene](#) | [Cleaning and disinfecting](#) | [Visitors on campus](#) | [School Meals](#) | [Transportation](#) | [School Activities \(e.g., athletics, extracurriculars\)](#) | [Levels of Community Transmission Indicator Chart -- CDC](#) | [Layered Mitigation Protocol Chart](#)

Introduction

The purpose of the plan outlined here is to ensure the collective health and safety of Guilderland Central School District students and staff in the 2021-22 school year. The health and safety of our students, staff and their families is our top priority and we remain committed to doing our part to minimize the potential health and safety impact of COVID-19.

This plan incorporates the latest guidance, recommendations and requirements from the [Centers for Disease Control and Prevention \(CDC\)](#), [the American Academy of Pediatrics](#) and the [New York State Education Department \(NYSED\)](#), as well as the Albany County Health Department. It is a living resource and is subject to change based on new and evolving guidance and local conditions. The level of infection, the spread of the virus and response to the disease in our community will be at the forefront of our decision making throughout the school year.

The Guilderland Central School District will offer in-person instruction to all students five days a week, per the regular school schedule, in the 2021-22 school year. However, we recognize that remote instruction may be preferable to some families for medical reasons. For information about remote learning options, please contact [Dr. Marie Wiles](#), the Superintendent of Schools.

Neil Sanders, the Assistant Superintendent for Business, will serve as the district's COVID-19 Coordinator for the 2021-22 school year. He will serve as a central contact for schools and stakeholders, families, staff and other school community members and will ensure the district is in compliance and following the best practices per state and federal guidelines.

This document is subject to change based on local circumstances and any decisions made by state and local officials. When this occurs, changes to this plan will be communicated to GCSD families via SchoolMessenger email. Changes will also be posted on the district website. Every effort will be made to ensure the plan is accessible to all individuals in accordance with ADA

accessibility guidelines. The plan can also be translated into other languages via the Translate feature available on the district website.

Periodically the district will seek community input on elements of the plan through surveys, televised Q and A forums, and other tools available to the district.

Health Checks & Screenings

The district has developed resources to educate parents/guardians and staff members regarding the careful observation of symptoms of COVID-19. These resources reiterate the requirement for any student or staff member with a fever of 100°F/37.8° C or greater and/or symptoms of possible COVID-19 virus infection to not come to school. [For more information from the CDC on COVID-19 symptoms, see here.](#)

Physical Distancing, Face Coverings & PPE

Plans and protocols for physical distancing

GCSD has developed a plan with policies and procedures for maintaining social distancing of all students, faculty, and staff when on school facilities, grounds and transportation. The district will implement physical distancing to the extent possible within our structures, but we will not exclude students from in-person learning to keep a minimum distance requirement. When it is not possible to maintain a physical distance of at least 3 feet, (e.g., when schools cannot fully re-open with these distances) other multiple prevention strategies, such as screening testing will be utilized.

- Maintain at least 3 feet of physical distance (if possible) between students within classrooms to reduce transmission risk.
- Keep at least 6 feet (if possible) between students and teachers/staff.
- Keep at least 6 feet (if possible) between teachers/staff who are not fully vaccinated.
- Installation of CDC recommended signage on physical distancing, handwashing and general COVID-19 information.
- Maximum capacity signage for smaller spaces, break rooms and restroom facilities.

Plans and protocols regarding face coverings and PPE include:

- Universal indoor masking by all students (age 2 and older), staff, teachers, and visitors to K-12 schools, regardless of vaccination status, due to the circulating and highly contagious Delta variant.

- Face coverings are not required outdoors, so long as physical distancing can be maintained.
- Students will be able to remove face coverings during meals and for short mask breaks so long as they maintain appropriate physical distance.
- Proper face coverings must be worn in common areas such as hallways or school buses.
- Accommodations will be made for students who are unable to medically tolerate a face covering.
- Because students and staff will need to be prepared to wear a face covering if another person unexpectedly cannot socially distance, they will be required to wear a face covering in all common areas (e.g., entrances and exits) and when traveling around the school.
- Adult- and child-sized disposable face masks will be provided to students and staff, if needed, at no cost. Acceptable face coverings for COVID-19 include, but are not limited to, cloth-based coverings and surgical masks that cover both the mouth and nose. Bandanas, single ply gaiters and masks with an exhalation valve are not allowed.
- Employees are allowed to wear their own acceptable face covering if they choose. Employees with healthcare provider documentation stating they are not medically able to tolerate face covering will not be required to do so.
- Face coverings may be challenging for students (especially younger students) to wear in all-day settings such as school. Mask breaks will be provided, physical distancing will be maintained during these breaks.

Face coverings should not be placed on:

- Children younger than 2 years old;
- Students where such covering would impair their health or mental health, or where such covering would present a challenge, distraction, or obstruction to education services and instruction
- Anyone who has trouble breathing or is unconscious
- Anyone who is incapacitated or otherwise unable to remove the cloth face covering without assistance

GCSD will instruct students, parents/guardians and staff, contractors and vendors on:

- The proper way to wear face coverings
- Washing hands before putting on and after removing their face covering
- The proper way to discard disposable face coverings

Food Service:

- Food service staff will wear masks at all times during meal preparation and service, and during breaks except when eating or drinking.

Recess/Phys. Ed.:

- Universal masking is recommended during indoor physical education or recess.

Health Office:

- Where N95 respirators are used, persons must meet current OSHA standard requirements.

Transportation:

- Passengers and drivers must wear a mask on school buses, including on buses operated by public and private school systems, regardless of vaccination status, subject to the exclusions and exemptions in CDC's Order.
 - GCSD will provide masks to those students who need them (including on buses), such as students who forgot to bring their mask or whose families are unable to afford them.
 - Students who do not wear a mask will not be permitted to ride a school bus.
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Infection Control Strategies

The district's infection control strategies include:

- Installation of polycarbonate separators as appropriate.
- Strategic placement of automatic hand sanitizer dispensers and manual pump operated dispensers in all school buildings.
- Enforcement of physical distancing guidelines.
- All ventilation systems will exceed requirements. Outside air dampers will be controlled through our building management systems and seasonally adjusted. Outdoor air will be increased to the extent possible.

Health Hygiene

The district will emphasize healthy hygiene practices for students and staff by providing initial and refresher education in hand and respiratory hygiene, along with providing adequate supplies and time for frequent hand hygiene. Signs will be posted throughout the schools (e.g., entrances, restrooms, cafeteria, classrooms, administrative offices, auditorium, custodial staff areas) and regular messaging will be shared with the school community. Signage will be used to remind individuals to:

- Stay home if they feel sick.
- Cover their nose and mouth with an acceptable face covering as described previously.
- Properly store and, when necessary, discard PPE
- Adhere to physical distancing instructions.
- Report symptoms of, or exposure to, COVID-19

- Follow hand hygiene, and cleaning and disinfecting guidelines.
- Follow respiratory hygiene and cough etiquette.

Hand Hygiene

Students and staff must carry out the following hand hygiene practices:

- Wash hands routinely with soap (any kind) and water for at least 20 seconds.
- Dry hands completely after washing. Use paper towels to dry hands if available instead of a hand dryer if they are available.
- If soap and water are not readily available, use an alcohol-based hand sanitizer that is at least 60% alcohol. Hand sanitizer should be rubbed on the hands until it is completely absorbed. DO NOT dry hands if sanitizer is used.

Respiratory Etiquette

The COVID-19 virus spreads from person to person in droplets produced by coughs and sneezes. Therefore, the district will emphasize the importance of respiratory hygiene.

Students and staff must carry out the following respiratory hygiene practices:

- Cover a cough or sneeze using a tissue. If a tissue is used, it should be thrown away immediately.
- If you don't have a tissue when sneezing or coughing, sneeze or cough into your elbow.
- Wash your hands after sneezing or coughing.
- Face coverings are protective. Wearing a face covering will keep respiratory droplets and aerosols from being widely dispersed into the air.

Ventilation and Air Quality

General Information

- Ventilation will be increased on a seasonal basis to the maximum our systems can sustain to maintain a comfortable environment. Bringing additional fresh outdoor air into buildings will help to keep virus particles from concentrating inside.
- Open windows and doors, using child-safe fans to increase the effectiveness of open windows.
- Additional box fans should be used to exhaust air from the room and so as not to blow on any one individual.

Transportation

- Windows will be kept open a few inches to improve air circulation in buses and other forms of transportation, if doing so does not pose a safety risk.
- Roof hatches will be open, when possible.

Management of Ill Persons, Contact Tracing and Monitoring

GCSD requires students, faculty, or staff members who develop COVID-19 symptoms during the school day to report to the nurse's office. If there are several students waiting to see the school nurse, students must wait appropriately physically distanced. The district has designated areas to separate individuals with symptoms of COVID-19 from others until they can go home or to a healthcare facility, depending on severity of illness. One area will be used to treat injuries, provide medications or nursing treatments, and the other area will be used for assessing and caring for ill students and staff. Both areas will be supervised by an adult and have easy access to a bathroom and sink with hand hygiene supplies.

PPE requirements for school health office staff caring for sick individuals includes both standard and transmission-based precautions. In areas with moderate to substantial community transmission, eye protection (e.g., goggles or face shield) should be added. When caring for a suspect or confirmed individual with COVID-19, gloves, a gown, eye protection, and a fit-tested N-95 respirator will be used, if available. If an N-95 respirator is not available, a surgical face mask and face shield will be used.

School health office cleaning will occur after each use of cots, bathrooms, and health office equipment (e.g., blood pressure cuffs, otoscopes, stethoscopes). Health office equipment will be cleaned following manufacturer's directions.

Disposable items will be used as much as possible (e.g., disposable pillow protectors, disposable thermometers, disposable thermometer sheaths or probes, disposable otoscope specula).

If Students or Staff Become Ill with Symptoms of COVID-19 at School

The district requires students or staff with a temperature or other signs of illness, to be sent directly to a dedicated isolation area where students are supervised, prior to being picked up or otherwise sent home. Students will be supervised in the isolation area while awaiting transport home and will be separated by at least 6 feet. Students will be escorted from the isolation area to their parent/guardian. Students or staff will be referred to a healthcare provider and provided resources on COVID-19 testing.

Quarantine and Isolation

The GCSD will work under the guidance of the Albany County Department of Health to make determinations about quarantine and isolation for individuals who come into contact with an individual is positive or presumed positive for COVID-19. Close contact is defined as someone who was within 6 feet for a total of 15 minutes or more within 2 days prior to illness onset, regardless of whether the contact was wearing a mask.

For Fully Vaccinated:

- Vaccinated, asymptomatic individuals in close contact with a confirmed COVID-19 positive do not need to quarantine. They can continue to attend school in-person and participate in other activities.
- Fully vaccinated people who have a known exposure to someone with suspected or confirmed COVID-19 should be tested 3-5 days after exposure, regardless of whether they have symptoms.

For Unvaccinated:

- Unvaccinated individuals in close contact with a confirmed COVID-19 positive individual should be isolated/quarantined. [Learn more about the GCSD seven day test out of quarantine measures.](#)

Staying Home When Sick (Staff and Students)

General information:

- Students, teachers, and staff should stay home when they have signs of any infectious illness and be referred to their healthcare provider for testing and care. The guidelines for dismissal/absence from school are [detailed here](#).
- The district will ensure that families understand attendance policies and procedures regarding absences for illness
- The district will ensure that workers are aware of and understand sick leave policies.

Return to School after Illness

The district has established protocols and procedures, in consultation with the local health department(s), about the requirements for determining when individuals, particularly students, who screened positive for COVID-19 symptoms can return to the in-person learning environment at school. This protocol can include:

- Documentation from a health care provider following evaluation
- Negative PCR COVID-19 diagnostic test result
- Symptom resolution, or if COVID-19 positive, release from isolation

The district will refer to the [New York State Department of Health](#) regarding protocols and policies for faculty and staff seeking to return to work after a suspected or confirmed case of COVID-19 or after the faculty or staff member had close or proximate contact with a person with COVID-19.

The district requires that individuals who were exposed to the COVID-19 virus complete quarantine and have not developed symptoms before returning to in-person learning. The discharge of an individual from quarantine and return to school will be conducted in coordination with the local health department.

- Ill student(s) can return to school and end isolation once the following are met:
 - 10 days out from the start of the symptoms, AND
 - Fever free for 24 hours without fever reducing medication, AND
 - Symptoms have improved.
- Return to school according to local health officials' guidance or from the school physician.

Contact Tracing

GCSD will notify the state and local health department immediately upon being informed of any positive COVID-19 diagnostic test result by an individual within school facilities or on school grounds, including students, faculty, staff, and visitors of the district.

To assist the local health department with tracing the transmission of COVID-19, GCSD has developed and maintained a plan to trace all contacts of exposed individuals in accordance with protocols, training, and tools provided through the New York State Contact Tracing Program. [The flowcharts linked here demonstrate how contact tracing will be handled in specific scenarios including instructional, lunchroom, sports and transportation.](#)

GCSD will assist with contact tracing by:

1. Keeping accurate attendance records of students and staff members
2. Utilizing seating charts in classrooms, school buses and cafeterias
3. Ensuring student schedules are up to date
4. Keeping a log of any visitor which includes date and time, and where in the school they visited
5. Assisting the local health departments in tracing all contacts of the individual in accordance with the protocol, training, and tools provided through the NYS Contact Tracing Program.

Confidentiality will be maintained as required by federal and state laws and regulations. School staff should not try to determine who is to be excluded from school based on contact without guidance and direction from the local health department.

Notifications and Reporting:

- GCSD will collaborate with state and local health officials to confidentially provide information about people diagnosed with or exposed to COVID-19, to the extent allowable by privacy laws and other applicable laws.
- GCSD will report new diagnoses of COVID-19, to the extent allowable by applicable privacy laws, to state or local health officials as soon as they are informed.
- GCSD will notify teachers, staff, and families of students who were close contacts as soon as possible (within the same day if possible), to the extent allowable by applicable privacy laws, after the school is notified that someone in the school has tested positive.

Close Contacts:

- Close contact is defined as someone who was within 6 feet for a total of 15 minutes or more within 2 days prior to illness onset, regardless of whether the contact was wearing a mask.

Exception:

- In the K–12 indoor classroom setting, the close contact definition excludes students who were within 3 to 6 feet of an infected student if both the infected student and the exposed student(s) correctly and consistently wore well-fitting masks the entire time.
- This exception does not apply to teachers, staff, or other adults in the indoor classroom setting.

Testing:

- Fully vaccinated close contacts should be referred for COVID-19 testing.
- Close contacts who are not fully vaccinated should be referred for COVID-19 testing.

Masking:

- Close contacts should correctly wear masks in school, in accordance with the GCSD mask wearing requirement.
- Fully vaccinated close contacts should also wear a mask in other indoor public settings for 14 days or until they receive a negative test result.

Quarantine:

- Close contacts who are not fully vaccinated, regardless of test result, should quarantine at home for 14 days after exposure.
- Local health officials may offer options to shorten quarantine (alternatives of a 10-day quarantine or a 7-day quarantine combined with testing and a negative test result.)
- Fully vaccinated, asymptomatic people do not need to quarantine.

Return to School After Overseas Travel

At this time GCSD is following CDC guidelines for travelers returning to the US:
<https://www.cdc.gov/coronavirus/2019-ncov/travelers/after-travel-precautions.html>.

Students who are fully vaccinated who travel overseas will need to present the district with a negative COVID-19 test result within 3-5 days after travel.

Students who are not fully vaccinated will need to be tested within 3-5 days after travel **and** quarantine for a full 7 days, even if they receive a negative COVID-19 test result. If the test result is positive, then should follow the current quarantine protocols of the state.

School Closures

A closure refers to a last resort contingency plans, protocols, and procedures for decreasing the scale or scope of in-person education and/or closing the school. GCSD will collaborate with the Albany County Department of Health to determine the parameters, conditions or metrics (e.g., increased absenteeism or increased illness in school community) that will serve as early warning signs that positive COVID-19 cases may be increasing beyond an acceptable level.

The decision for school closure will be in consultation with state and county health departments. The superintendent of schools, with the assistance of key personnel will determine which operations will be decreased, ceased or conducted remotely. Information about school closure will be communicated to students, families and staff members via the district's website, School Messenger, email and appropriate social media channels.

Pivoting to Fully Remote

Given the possibility that our community may experience spikes in COVID-19 cases at any point during the school year, which may prompt short or long-term onsite school closures, school buildings are prepared to pivot to an all-remote model of instruction using a schedule that aligns with the in-person environment.

Under these circumstances, all instruction will continue to be aligned to the New York State Learning Standards. To ensure high-quality learning experiences, teachers will use one of two online learning platforms (SeeSaw and Google Classroom) along with a common, coordinated set of guidelines.

Continuing Instruction for Students under Quarantine Orders

According to New York State Department of Education guidance, students must have meaningful contact with teachers during their regularly scheduled school day. Meaningful contact is defined as live (not asynchronous) interactions with teachers and/or classmates throughout the school day, during which students can ask questions or get feedback about their work. Other feedback mechanisms, such as email and Google Suite (Forms, Docs, Sheets, etc.) are helpful, but need to be supplemented to be considered meaningful contact. Students afforded meaningful contact during the day would be marked "Remote Present" for the school day.

Elementary Continuity of Instruction

Phase 1

- Classroom teachers will send out assignments, either virtually via Google Classroom or Seesaw, or as a hard copy, depending on needs and abilities of students and/or families.
- Building principals will establish a group of teachers who will provide up to two hours of tutoring after regular school hours.

Responsibilities

- Classroom Teacher
 - Will provide classwork to students through Google Classroom, Seesaw or via a work packet, depending on needs and abilities of students and/or families.
- Teacher/Tutor
 - Will establish a Google Meet time and link, and share with families/students
 - Will provide up to two hours of academic instruction and support for the student.
- Part-Time Teacher (if utilized)
 - Will establish a Google Meet time and link and share with families.
 - Will provide up to two hours of academic instruction and support for the student during the regular school day.
- Students
 - Will take advantage of/attend the required sessions to have meaningful contact interactions with their teacher.
 - Will meet the teacher's expectations for level of engagement or amount of work completed.

Phase 2

- Two elementary-level Remote Instructors will serve in one of two roles:
 - To meet with quarantined students throughout the school day to provide direct instruction and other academic support; or
 - To support classroom teachers with quarantined students to allow classroom teachers to meet with these students during the regular school day

Responsibilities

- Classroom Teacher
 - Will provide classwork to students through Google Classroom, Seesaw or via a work packet, depending on needs and abilities of students and/or families.
- Remote Instructor
 - Will establish a Google Meet time and link and share with families.
 - Will provide academic instruction and support for the student periodically throughout the regular school day; or
 - Will provide substitute coverage for the classroom teacher periodically throughout the school day to allow the classroom teacher to meet with remote students
- Students
 - In order for students to be marked present they must:
 - Take advantage of/attend the required sessions to have meaningful contact interactions as provided by the teacher.
 - Meet the teacher's expectations for level of engagement or amount of work completed.

Secondary Continuity of Instruction

Opportunities for providing meaningful contact include:

- Providing quarantined students with a Google Meet link so their Chromebook will give them a “window” into the classroom so that they can see and hear what is happening in the classroom.
- Pairing quarantined students with another student to become “[Quarantine Buddies](#)”
 - Creating a partnership will allow the in-classroom student to help the quarantined student with basic questions and logistical concerns, such as moving the Chromebook around the room, etc.
- Teachers meeting for 10-15 minutes with quarantined students on a Google Meet while students in the physical classroom are engaged in another task. These meetings should take place during the students’ regularly scheduled class time. Meetings held after school, while helpful, alone will not count as meaningful contact for attendance purposes. Examples of ways to utilize class time with students include (but are not limited to):
 - Meeting with quarantined students at the beginning of class to review expectations and assignments while classroom students are completing a “do now” activity.
 - Meeting with quarantined students in the middle of class as a “check-in” to see if there are questions about the day’s assignments while classroom students are working in small groups.
 - Meeting with quarantined students at the end of class to review the day’s instruction.

Responsibilities

- Teacher
 - Provide all quarantined students with access to classroom materials via Google Classroom.
 - Review expectations for quarantined students
 - Provide the opportunity for meaningful contact interactions to quarantined students during their regularly scheduled class time (see examples of such above).
 - Take attendance for quarantined students during each block.
- Student
 - In order for students to be marked present they must:
 - Take advantage of/attend the required sessions to have meaningful contact interactions as provided by the teacher.
 - Meet the teacher’s expectations for level of engagement or amount of work completed.

Health Hygiene

GCSD will emphasize healthy hygiene practices for students and staff and will provide initial and refresher education in hand and respiratory hygiene, along with providing adequate supplies and time for frequent hand hygiene. Signs will be posted throughout the school (e.g., entrances, restrooms, cafeteria, classrooms, administrative offices, auditorium, custodial staff areas) and

regular messaging will be shared with the school community. Signage will be used to remind individuals to:

- Stay home if they feel sick.
- Cover their nose and mouth with an acceptable face covering when unable to maintain social distance from others or in accordance with any stricter policy implemented by the school.
- Properly store and, when necessary, discard PPE.
- Adhere to social distancing instructions.
- Report symptoms of, or exposure to, COVID-19.
- Follow hand hygiene, and cleaning and disinfection guidelines.
- Follow respiratory hygiene and cough etiquette.

Hand Hygiene

Please refer to Infection Control Strategies, Hand Hygiene

Respiratory Hygiene

Please refer to Infection Control Strategies, Respiratory Hygiene

Cleaning and Disinfecting

GCSD will ensure adherence to hygiene and cleaning and disinfection requirements as advised by the CDC and DOH, including “Guidance for Cleaning and Disinfection of Public and Private Facilities for COVID-19,” and the “STOP THE SPREAD” poster, as applicable. Disinfection logs will be maintained that include the date, time, and scope of disinfection.

Examples of facility types where regular, daily cleaning to include frequently touched surfaces include:

- Bathrooms
- Athletic training rooms, locker rooms
- Health offices, isolation rooms
- Administrative offices (main office, reception area)
- Frequently touched surfaces in common areas (door handles, elevator buttons, copy machine keypads, etc.)
- Breakrooms
- Cafeterias/Kitchens
- Computer labs
- Science labs
- Classrooms
- Maintenance offices and work areas
- Bus Garage

- Buses, school vehicles
- Libraries
- Large meeting areas (auditoriums, gymnasiums, music rooms)

Students, faculty, and staff will be trained on proper hand and respiratory hygiene, and such information will be provided to parents and/or legal guardians on ways to reinforce this at home.

All classrooms in the district will be provided hand sanitizer, disinfectant wipes and gloves.

Regular, daily cleaning of the facilities will occur, including frequently touched surfaces. Alcohol wipes will also be provided for cleaning sensitive equipment, for example in science classrooms. Cleaning will occur at least daily. The district will ensure regular cleaning of restrooms.

When there is a confirmed positive in any school building or on a school bus, GCSD will complete targeted disinfection of the affected areas.

Visitors on Campus

During periods of high and substantial community transmission, no outside visitors or volunteers will be allowed on school campuses, except for the safety and well-being of students. Parents/guardians will report to the front office and not go beyond unless it is for the safety or well-being of their child. Essential visitors to facilities will be required to wear face coverings and will be restricted in their access to our school buildings.

School Meals

For students onsite, meals will be provided while maintaining appropriate social distancing between students. Students do not need to wear face coverings when seated and eating so long as they are appropriately socially distanced.

- GCSD will strive to maintain 3' physical distance between individuals while eating whenever possible in school cafeterias. Meals may be served in alternate areas (e.g., classrooms).
 - Students will be assigned tables by class; proper cleaning will be done between groups of students.
 - Students do not need to wear face coverings when seated and eating, but should wear masks when moving through the food service line
 - The sharing of food and beverages (e.g., buffet style meals, snacks) is prohibited, unless individuals are members of the same household.
- Students will be encouraged to practice hand hygiene before/after eating,

In addition:

- Food Service staff should wear masks at all times during meal preparation and service, and during breaks except when eating or drinking.
 - Regular daily cleaning of frequently touched surfaces. Surfaces that come in contact with food will be washed, rinsed, and sanitized before and after meals.
 - Hand washing is encouraged before, after, and during shifts, before and after eating, after using the toilet, and after handling garbage, dirty dishes, or removing gloves.
 - Given very low risk of transmission from surfaces and shared objects, there is no need to limit food service approaches to single use items and packaged meals.
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Transportation

Pupil transportation will be provided to nonpublic, parochial, private, charter schools or students whose Individualized Education Plans have placed them out of district whose schools are meeting in in-person sessions. GCSD will conduct transportation activities that are consistent with state-issued public transit guidance and NYSED School Reopening guidelines.

- Students and school staff must wear acceptable face coverings at all times on school buses (e.g., entering, exiting, and seated) and should maintain appropriate physical distancing to the extent practicable.
- Parents and legal guardians are encouraged to drop off or walk students to school to reduce density on buses.
- All buses that are used every day will be cleaned once a day. High contact areas will be wiped down after the morning (AM) and afternoon (PM) runs.
- When there is a confirmed positive case of COVID-19, a complete targeted disinfection of the affected area will be conducted.
- At this time, the school district will not be providing bus passes for students to ride on alternative bus routes.
- Windows will be kept open a few inches to improve air circulation in buses and other forms of transportation, if doing so does not pose a safety risk.
- Roof hatches will be open, when possible.

School Bus Staff

- If personnel are experiencing any of the symptoms of COVID-19, they will notify their employer as per the reporting policies and seek medical attention. **Any staff member with a fever of 100°F/37.8°C or greater and/or symptoms of possible COVID-19 virus infection are not to come to school.**
- Transportation staff (drivers, monitors, attendants, mechanics and cleaners) will be trained and provided periodic refreshers on the proper use of personal protective equipment and the signs and symptoms of COVID-19.

- Transportation staff will be provided Personal Protective Equipment, including masks and gloves for drivers, monitors and attendants in buses, as well as hand sanitizer for all staff in areas such as dispatch offices, employee lunch/break rooms and/or bus garages.
 - Drivers, monitors and attendants who must have direct physical contact with a child must wear gloves.
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School Activities

The CDC, NYSED, and the Guilderland CSD recognize that school-sponsored sports and extracurricular activities provide students with enrichment opportunities that can help them learn and achieve and support their social, emotional, and mental health.

Music Ensembles: Students and adults will follow the same school-day policies and procedures for extracurricular music ensembles

- Students will refrain from these activities when they have symptoms consistent with COVID-19 and should be tested
- Universal indoor masking for all vocalists and instrumentalists
- Use of bell covers for wind instruments when playing indoors
- Physical distancing of at least 3'
- Continue good hygiene practices, including proper hand hygiene and the appropriate elimination of brass fluid

Athletics

- Universal indoor masking for all participants
- Recommended regular screening for participants who are not fully vaccinated.
- Potential restrictions on spectators

Recess and Physical Education (Outdoors)

- Students and staff do not need to wear masks when outdoors (e.g., participating in outdoor play, recess, and physical education activities).
 - Students and staff who are not fully vaccinated should wear a mask in crowded outdoor settings or during activities that involve sustained close contact with other people.
 - Fully vaccinated people might choose to wear a mask in crowded outdoor settings if they or someone in their household is immunocompromised.
 - Universal masking is recommended during indoor physical education or recess.
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[Levels of Community Transmission Indicator Chart](#) -- CDC

High Transmission Red

- Total new cases per 100,000 persons in the past 7 days: ≥ 100
- Percentage of NAATs (NUCLEIC ACID AMPLIFICATION TEST – COVID test) that are positive during the past 7 days: $\geq 10.0\%$

Substantial Transmission Orange

- Total new cases per 100,000 persons in the past 7 days: 50 – 99.99
- Percentage of NAATs (NUCLEIC ACID AMPLIFICATION TEST – COVID test) that are positive during the past 7 days: 8 – 9.99%

Moderate Transmission Yellow

- Total new cases per 100,000 persons in the past 7 days: 10 – 49.99
- Percentage of NAATs (NUCLEIC ACID AMPLIFICATION TEST – COVID test) that are positive during the past 7 days: 5 – 7.99%

Low Transmission Blue

- Total new cases per 100,000 persons in the past 7 days: 0-9.99
- Percentage of NAAT (NUCLEIC ACID AMPLIFICATION TEST – COVID test) that are positive during the past 7 days: 0 – 4.99%

Resources for Monitoring Community Transmission

- Reference the COVID-19 Regional Metric Dashboard for information on new cases reported per 100,000 persons in the last 7 days at this link: <https://forward.ny.gov/covid-19-regional-metrics-dashboard>
- Reference the NYS COVID-19 Tracker at this link: <https://covid19tracker.health.ny.gov> for updated information about % positive COVID-19 case results.

Layered Mitigation Protocols

The following provides a [layered mitigation protocol chart](#) detailing what will occur at each level of transmission. The levels are defined as follows:

- **Low Transmission:** Blue
- **Moderate Transmission:** Yellow
- **Substantial Transmission:** Orange
- **High Transmission:** Red

The chart is a compilation of best practices and recommendations relative to the layered protection strategies that are recommended. Please note that the information provided **may** change as the district receives more guidance/recommendations throughout the school year.

1. Mitigation Protocol: COVID-19 Vaccines

High Community Transmission

- Encouraged

Substantial Community Transmission

- Encouraged

Moderate Community Transmission

- Encouraged

Low Community Transmission

- Encouraged

2. Mitigation Protocol: COVID-19 Screening Testing

High Community Transmission

- Screening Testing for the unvaccinated and for some activities.

Substantial Community Transmission

- Screening Testing for the unvaccinated and for some activities.

Moderate Community Transmission

- Screening Testing for the unvaccinated and for some activities.

Low Community Transmission

- No Screening Testing

3. Mitigation Protocol: Facemasks (indoors)

High Community Transmission

- Required by all indoors at all times.

Substantial Community Transmission

- Required by all indoors at all times.

Moderate Community Transmission

- Required by all indoors at all times.

Low Community Transmission

- Recommended for all (subject to change per district review); Required for unvaccinated adults/staff

4. Mitigation Protocol: Monitoring Community Transmission via the CDC COVID Tracker and School-Based Transmission in cooperation with the Albany County Health Department.

High Community Transmission

- Ongoing

Substantial Community Transmission

- Ongoing

Moderate Community Transmission

- Ongoing

Low Community Transmission

- Ongoing

5. Mitigation Protocol: Physical Distancing (indoors)

High Community Transmission

- 3' distancing

Substantial Community Transmission

- 3' distancing

Moderate Community Transmission

- 3' distancing

Low Community Transmission

- 3' distancing

6. Mitigation Protocol: School Visitors

High Community Transmission

- Strict restrictions; no unnecessary visitors; no "outside group" use of school facilities.

Substantial Community Transmission

- Moderate restrictions; no unnecessary visitors; strictly limited "outside group" use of school facilities.

Moderate Community Transmission

- Minimal Restrictions

Low Community Transmission

- No Restrictions

7. Mitigation Protocol: Handwashing, Hand Sanitizer, and Respiratory Etiquette

High Community Transmission

- Encouraged

Substantial Community Transmission

- Encouraged

Moderate Community Transmission

- Encouraged

Low Community Transmission

- Encouraged

8. Mitigation Protocol: Quarantine

High Community Transmission

- Yes; 6; close contact perimeter for more than 15 minutes and 10-day quarantine. No quarantine for vaccinated.

Substantial Community Transmission

- Yes; 6; close contact perimeter for more than 15 minutes and 10-day quarantine. No quarantine for vaccinated.

Moderate Community Transmission

- Yes; 6; close contact perimeter for more than 15 minutes and 10-day quarantine. No quarantine for vaccinated.

Low Community Transmission

- Yes; 6; close contact perimeter for more than 15 minutes and 10-day quarantine. No quarantine for vaccinated.

9. Mitigation Protocol: Staying Home When Sick (Staff and Students)

High Community Transmission

- Yes

Substantial Community Transmission

- Yes

Moderate Community Transmission

- Yes

Low Community Transmission

- Yes

10. Mitigation Protocol: Return to School/Work Protocols (Following Illness)

High Community Transmission

- Return per ACDOH protocols

Substantial Community Transmission

- Return per ACDOH protocols

Moderate Community Transmission

- Return per ACDOH protocols

Low Community Transmission

- Return per ACDOH protocols

11. Mitigation Protocol: Cleaning and Disinfection

High Community Transmission

- Daily Routine Cleaning. In the event of a positive case, targeted disinfecting in the area.

Substantial Community Transmission

Daily Routine Cleaning. In the event of a positive case, targeted disinfecting in the area.

Moderate Community Transmission

- Daily Routine Cleaning. In the event of a positive case, targeted disinfecting in the area.

Low Community Transmission

- Daily Routine Cleaning. In the event of a positive case, targeted disinfecting in the area.

12. Mitigation Protocols: Cafeteria

High Community Transmission

- 3' distancing where possible.

Substantial Community Transmission

- 3' distancing where possible.

Moderate Community Transmission

- 3' distancing where possible.

Low Community Transmission

- 3' distancing where possible.

13. Mitigation Protocol: Recess and Physical Education (Outdoors)

High Community Transmission

- Physical distancing

Substantial Community Transmission

- Physical distancing encouraged

Moderate Community Transmission

- No restrictions

Low Community Transmission

- No restrictions

14. Mitigation Protocol: Ventilation and Air Quality**High Community Transmission**

- Increased fresh air circulation (mechanical, open windows, open doors)

Substantial Community Transmission

- Increased fresh air circulation (mechanical, open windows, open doors)

Moderate Community Transmission

- Increased fresh air circulation (mechanical, open windows, open doors)

Low Community Transmission

- N/A

15. Mitigation Protocol: Transportation**High Community Transmission**

- Mask required at all times

Substantial Community Transmission

- Mask required at all times

Moderate Community Transmission

- Mask required at all times

Low Community Transmission

- Mask required at all times

16. Mitigation Protocol: High Risk Activities (Athletics & the Arts)

High Community Transmission

- Weekly Required Rapid Testing for unvaccinated students in High Risk Sports

Substantial Community Transmission

- Weekly Surveillance Rapid Testing for unvaccinated students in High Risk Sports

Moderate Community Transmission

- Weekly Surveillance Rapid Testing for unvaccinated students in High Risk Sports

Low Community Transmission

- No Restrictions