

## Facilities

In order to prevent the spread of COVID-19 infection in the district, facilities operations will be geared toward meeting social distancing requirements and cleaning frequently touched spaces regularly. In carrying out projects or tasks supporting infection control, requirements will be met for changes associated with building spaces. Plans for changes or additions to facilities that require review by the Office of Facilities Planning (OFP), will be submitted to comply with the requirements of the 2020 New York State Uniform Fire Prevention and Building Code (BC) and the State Energy Conservation Code.

The function, position and operation of stairs and corridor doors, which have closers with automatic hold opens (and are automatically released by the fire alarm system), will remain unchanged.

The Schodack Central School District plans to meet the deadline for submission of Building Condition Survey or Visual Inspections on time. In addition, lead in water sampling will be carried out upon the reopening of school under conditions consistent with when the building is “normally occupied.”

Upon reopening, the district plans to increase ventilation, to the greatest extent possible. Water systems will be flushed in buildings that have been unoccupied.

The following actions will be taken as needed:

- alterations to the configuration of existing classrooms or spaces or the introduction of temporary and/or movable partitions, the change will be submitted to OFP, the local municipality and/or code enforcement officials for review;
- for offsite facilities, communication with the project manager at NYSED Office of Facilities Planning (OFP) and a Temporary Quarters (TQ) Project submission;
- tents, both temporary and permanent are regulated by code and must be submitted for a building permit;
- minimum number of toilet fixtures that must be available for use in a building is established in the building code;
- maintain adequate, Code required ventilation (natural or mechanical) as designed; and
- if other air cleaning equipment (e.g. new technology) is proposed, submit to OFP for review and approval.

### **Emergency Response Protocols & Drills**

The 2020-2021 school year may include hybrid models of the traditional school day. Emergency response drills, including evacuation and lockdown drills, may be spread across the different student populations dependent on the day each population is present the day the drills are scheduled.

### **Emergency Response Protocols**

- Shelter-In-Place
- Hold-In-Place
- Evacuation
- Lockout

- Lockdown

### **Shelter-In-Place**

Areas will be identified in each school that will be used for the Shelter-in-Place along with areas that cannot be used due to certain types of environmental hazards (i.e.: high winds, tornado, etc.).

Shelter-In-Place protocols will be the same with the following changes:

- Provide six (6) feet of space between students and staff during the Shelter-In-Place.
- The use of face coverings will be required to the fullest extent possible.
- Social distancing of six (6) feet between staff and students should strive to be achieved and face coverings should be worn at all times during the event.
- Plan to have extra face coverings on hand in the event that a person does not have one.
- Listen for updates and respond accordingly.

### **Hold-In-Place**

Hold-In-Place protocols will be the same with the following changes:

- Provide six (6) feet of space between students and staff during the Hold-In-Place and a face covering should be worn at all times during the event.
- Plan to have extra face coverings on hand in the event that a person does not have one.
- Listen for updates and respond accordingly.

### **Evacuate**

Evacuation protocols will be routinely the same with some minor adjustments:

- Identify areas outside of the building in advance that will allow six (6) feet of separation of students and staff. Verify that students and staff will not impede emergency responders.
- In an effort to get all staff and students out of the building as quickly and efficiently as possible, face coverings should be worn at all times
- Plan to have extra face coverings on hand in the event that a person does not have one.
- If necessary, Identify, in advance, who will be holding the door to get out of the building, therefore reducing the amount of people touching the door hardware when leaving the building. Personnel that will be conducting this task may be assigned to holding the door for one or more classrooms or until confirmation that everyone has vacated the building.
- As written in the established protocols, bring all necessary items needed and consider adding the following items: extra face coverings, in the event a face covering becomes unusable and hand sanitizer.
- If no extra face coverings are available, instruct anyone that does not have a face covering to use their shirt to cover their nose and mouth during the event.

### **Lockout**

Lockout protocols will be the same, besides maintaining six (6) feet of space between students and staff in the area.

### **Lockdown**

During a Lockdown, there will be a violation of the six (6) foot recommendation between people. In order to protect life safety, lockdown protocols will be mostly the same process as they have been conducted in the past.

- Evaluate, in advance, if there is room to social distance without being in the line of sight.
- Face coverings should be worn during the event at all times.
- Plan to have extra face coverings on hand in the event that a person does not have one.