

Warren Glen Academy Re-opening of School Plan for September 2020

Initial Committee Meeting July 14, 2020
Revised July 15, 17, 20, 23, 30 August 3, 15

The Warren Glen Academy reopening plan is developed as a blueprint for the safe return of students and staff to the school building for in-person instruction in response to the COVID-19 guidance received for the Department of Health and the Department of Education. As conditions change the contents and procedures of this plan will be flexible enough to meet the needed adjustments due to trends, data, health conditions, mandates, and criteria. A purpose of this plan is to have students return to the school building to restore their formal educational program and secondly, to provide an environment as sanitary as possible to assist in the decline of the COVID-19 virus. This plan is pliable to adjust our educational model given the circumstances presented consistent with reported health data. Based upon health data and directives given by the Governor's Office, Department of Education, and/or the Department of Health there remains the possibility that in person instruction can be halted on a moments notice and full distance learning will commence just as we experienced with our Extended School Year program. This plan reflects the best efforts of many groups, agencies, and individuals to restore our educational process for students and families. This plan will be in effective through the current COVID-10 pandemic and will take precedence over any existing procedure.

Conditions for Learning

Conditions for learning address students' and educators' basic physical safety needs, but also the social and emotional and environmental factors that can impact educators' capacity to teach, and a child's capacity to learn. It is within this plan to begin academic instruction in the building for all students in September, or when the Governor provides approval to return, using the following reopening plan. Warren Glen Academy will follow the guidance provided by the Department of Education and Department of Health.

The Warren Glen Academy will adhere to the following protocol for the reopening of school:

1. General Health and Safety Guidelines – In all stages and phases of pandemic response and recovery, the Warren Glen Academy will follow the recommendations from the Centers for Disease Control (CDC), state, and local guidelines. Reasonable accommodations will be made for staff and students to promote behaviors that reduce illness spread, such as social distancing, frequent hand washing, and the use of face coverings.

Anticipated Minimum Standards

The Warren Glen Academy has incorporated the following:

- Establishing and maintaining communication with local and state authorities to determine current mitigation levels in our community and how to address.

- Protecting and supporting the health and safety to the best of our ability of staff and students.
- Promoting hygiene behaviors that reduce spread: Stay at home when appropriate.
- Face coverings required for staff and visitors and also for students when social distancing cannot be maintained.
- Hand hygiene/washing and respiratory/sneezing etiquette.
- We encourage yearly flu shots.
- Signs and messages to encourage social distancing.

2. Classrooms, Testing, Therapy Rooms, and Office – Warren Glen Academy will allow for social distancing to the maximum extent possible.

- When social distancing is difficult or impossible, face coverings are required, and face coverings are always required for visitors and staff unless it will inhibit the individual's health e.g. breathing tube, oxygen.
- If a child sneezes into the face covering, the covering will be removed (if cloth from home it will be placed in a plastic bag for home washing) and a new paper face covering will be provided. Student and staff member are to wash/sanitize hands after handling.
- As necessary, larger rooms or space will be made available to provide greater distancing for an activity or lesson taught.
- The Warren Glen Academy will minimize use of shared objects. Handheld Ultra-Violet Light devices have been purchased to be utilized as additional precaution/procedure to cleanse materials.
- Ventilation using fresh air from outdoors will be circulated using open windows, exhaust fans and air conditioners.
- Inside doors will remain open as often as possible.
- Multiple hand sanitizing stations will be placed throughout the building hallways. Students and staff will be asked to wash hands frequently.
- Common objects such as desktops, light switches, doorknobs, handrails, etc. will receive daily disinfectant and wipe down.
- Students will have their designated iPads for their use only and will wipe down between usage.
- Common office surfaces i.e. copy machine will be wiped down with frequency after use.
- No touch automatic soap dispensers and towel pulls have been installed in the bathrooms.

Implementing social distancing practices in all instructional and non-instructional spaces helps ensure the health and safety of students and staff. Student desks and seating in classrooms and in the All-Purpose Room and other spaces will be separated by at least six feet to the maximum extent practicable. Where such physical distancing is not feasible or difficult to maintain, protective measures such as physical barriers and/or face shields (e.g. for speech) between students/staff, and arranging seating such that all individuals face the same direction will be organized and can help reduce possible transmission.

Anticipated Minimum Standards

The Warren Glen Academy will allow for social distancing within the classroom to the maximum extent possible. This can be achieved by ensuring students are seated at least 6 feet apart. If

we are unable to maintain this physical distance, additional modifications will be considered. These include using physical barriers between desks and turning desks to face the same direction (rather than facing each other) or having students sit on only one side of the table, spaced apart.

- When social distancing is difficult or impossible, face coverings are required for students, and face coverings are always required for visitors and staff unless it will inhibit the individual's health i.e. breathing tube. It is necessary to acknowledge that enforcing the use of face coverings may be impractical for young children or individuals with disabilities. In a classroom setting where social distancing can take place (e.g., desks are 6 feet apart) or physical barriers are in place, face coverings can be removed while students are seated at desks but should be worn when moving about the classroom.
- All instructional and non-instructional rooms including hallways will comply with social distancing standards to the maximum extent practicable.
- Use of shared objects will be limited when possible and cleaned between use.
- Warren Glen Academy will provide air flow via two exhaust fans. Windows will be opened when air conditioning is not in use.
- Filter(s) for air conditioning units are regularly checked and maintained according to manufacturer recommendations.
- Hand sanitizing stations with alcohol-based hand sanitizer bottles are located throughout the building and at specific entrances and exits utilized. Hand sanitizer is provided in each classroom.

Students should wash hands for at least 20 seconds at regular intervals, including before eating, after using the bathroom, and after blowing their nose/coughing/sneezing. The use of alcohol-based hand sanitizer can be used if washing with soap and water, which is preferred, is not possible.

- We will limit the use of materials and equipment to one group of children at a time and clean and disinfect between use. When possible, ensure adequate supplies to minimize sharing of high touch materials to the extent possible.
- Avoid sharing electronic devices, toys, books, and other games or learning aids, or thoroughly clean and disinfect between use.
- Keep each child's belongings separated from others' and in individually labeled containers, cubbies, or areas.
- Increase circulation of outdoor air as much as possible by opening windows and doors. Windows and doors will not be opened if doing so poses a safety or health risk.
- Larger rooms will be used as classrooms to allow for social distancing.
- Turn desks to face in the same direction (rather than facing each other) or have students sit on only one side of tables, spaced apart.
- Classes will be kept together to include the same group of children throughout the day.
- Minimal mixing between groups.
- Provide outdoor classrooms where possible and when seasonally appropriate.
- Build in the practice of handwashing throughout the day and during transition times.

3. Transportation – Warren Glen Academy will collaborate with sending districts and transportation companies to maintain social distancing practices on buses to the maximum extent possible.

- The transportation company will be responsible for cleaning and disinfecting vehicles used for transporting students.
- If maintaining social distancing is not possible, all students must wear face coverings while on busses.
- Parents have the option to transport their child to school if they are uncomfortable with bus transportation.

Anticipated Minimum Standards

- If a district is providing transportation services on a school bus but is unable to maintain social distancing, a face covering must be worn by all students who are able to do so upon entering the bus.
- Adopt best practices for cleaning and disinfecting school buses and other transport vehicles.

4. Student Flow, Entry, Exit, and Common Areas – Upon arrival students will disembark from their respective school bus one bus at a time.

- As students enter the All-Purpose Room from the lower parking lot so that greater distancing can occur.
- A hand sanitizer station will be placed in the entry way for use upon entering doorway.
- Temperature checks of each child/adult will be taken and recorded or checked off daily as well as observed for signs of illness.
- If a child is showing signs of illness or high fever (100.4° f or greater) they will immediately be removed and isolated in the nurse's office, or another isolated area, avoiding contact with other staff/students.
- Given the severity of COVID there is absolutely no consideration for a lack of transportation availability. **Parent/guardian MUST make immediate arrangements for the child to be picked up.** Parents/Guardians are to plan now in the event the child needs to be removed.
- Physical guides, such as markers on floors or sidewalks and signs on walls, will further reinforce staff and students remaining at least six feet apart.
- When it is not possible to maintain physical distancing, students and staff must use face coverings.
- Staff upon entering the building will have their temperature checked as well being observed for signs of illness.

Anticipated Minimum Standards

- The Warren Glen Academy has established a protocol and location for student and staff health screenings.
- If physical distancing (six feet) cannot be maintained for individuals waiting to enter or exit a building, required utilization of face coverings is required. Physical guides, such as markers on floors or sidewalks and signs on walls, help ensure that staff and students remain at least 6 feet apart in lines.
- Dismissal for student transportation will be staggered.

5. Screening, PPE, and Response to Students and Staff Presenting Symptoms – The Warren Glen Academy will safely and respectfully screen students and employees for symptoms of and history of exposure to COVID-19.

- Multiple infra-red contactless thermometers have been obtained and will be used for temperature screening.
- Temperature checks will be recorded daily as baseline data.
- Hand sanitizer will be available in the office as well as additional face coverings, face shields, and gloves for use as needed.
- Students and staff displaying symptoms related to COVID-19 will be safely and respectfully isolated from others.
- Students will remain in isolation with continued supervision and care until picked up by an authorized adult. Transportation arrangement is essential and must be immediate.
- When Warren Glen Academy staff become aware that an individual who has spent time in the school building tests positive for COVID-19, school officials will notify local health officials and collaborate with the local, county, and state officials on notification of families and staff of a confirmed case following the guidelines prescribed while maintaining confidentiality.
- After a person has been confirmed as COVID-19 positive in an area(s) where the person frequented the area will be closed for 24 hours and cleaned and sanitized.
- Windows and inside doors will be opened to allow for further air circulation.
- The Department of Health (DOH) will have the lead on the situation for containment, further cleaning requirements, and contact tracing.
- DOH may require school-wide virtual instruction for a day or more to allow for cleaning, testing, and tracing.
- All students and staff in class or on bus with a confirmed case symptom (defined as a person with a lab test confirming COVID-19) will be quarantined for 14 days and must be tested for COVID.
- All students and staff in class or on bus with a probable case symptom (defined as a person with clinical symptoms of COVID-19 with known exposure to a confirmed case) is recommended to be tested for COVID and will be quarantined for 14 days or until probable case tests negative.
- Probable case individuals who arrive at school will be isolated as per existing guidance until they are able to go home.
- To return to school a minimum of 72 hours must pass after testing and symptoms have dissipated. A doctor's note indicating clearance must be provided.
- Students and staff who have discovered they have been in close contact of a confirmed case outside of school (defined as a person who was within 6 feet of a confirmed or probable COVID-19 case for at least 10 minutes) will stay at home for a minimum of 14 days and may return earlier after negative COVID-19 test or alternative diagnosis is confirmed.
- The school physician or Warren County Health Department will be consulted, as necessary.

Anticipated Minimum Standards

- Staff will visually check students for symptoms upon arrival (which will include temperature checks and recording of temperature) and confirm with families that students are free of COVID-19 symptoms via certification letter and/or phone contact.
- Health checks will be conducted safely and respectfully, and in accordance with any applicable privacy laws and regulations.
- Results will be documented when signs/symptoms of COVID-19 are observed and reported as per health department rules.
- Any screening will consider students with disabilities and accommodations that may be needed in the screening process.
- Warren Glen Academy has procedures for suspected or symptomatic students and staff.
- Students and staff with symptoms related to COVID-19 will be safely and respectfully be isolated from others.
- Parents must be aware and on alert for signs of illness in their children and to keep child home when they are sick. COVID related or not.
- School staff and visitors are required to wear face coverings. Visitors will be screened prior to entering the building.
- Students are strongly encouraged to wear face coverings and are required to do so when social distancing cannot be maintained, unless doing so would inhibit the student's health. Exceptions: Doing so would inhibit the individual's health e.g. breathing tube, oxygen.
- The individual is in extreme heat outdoors.
- The individual is in water.
- A student's documented medical condition, or disability as reflected in an Individualized Education Program (IEP), precludes the use of face covering.
- The child is under the age of two (2) and could risk suffocation.
- If a visitor refuses to wear a face covering for non-medical reasons and if such covering cannot be provided to the individual at the point of entry, entry to the school facility will be denied.

Additional Considerations

- Teach and reinforce use of face coverings among all staff (excluding health exceptions).
- Students and employees will be asked to leave or not come into school if they test positive for COVID-19 or exhibit one or more of the symptoms of COVID-19, based on CDC guidance:
 - A fever of 100.4° f or greater
 - Cough
 - Shortness of breath or difficulty breathing
 - Chills
 - Repeated shaking with chills
 - Muscle pain
 - Headache
 - Sore throat
 - New loss of taste or smell
 - Fatigue

Congestion or runny nose
Nausea or vomiting
Diarrhea

6. Contact Tracing – Contact tracing is a long-standing practice and is an integral function of local health departments used to identify those who have come in contact with people who have tested positive for many contagious diseases, including COVID-19. All school personnel will be provided information by the school nurse regarding the role of contact tracing in keeping school communities safe from the spread of contagious disease. Warren Glen Academy will collaborate with the local, county, and state health officials on such matters.

- Upon confirmation of COVID-19 diagnosis, the Warren Glen Academy and Health Department will work the individual to recall all locations and persons they may have come in contact.
- A close contact is defined as any individual who was within 6 feet of an infected person for at least 10 minutes starting 48 hours before the person began feeling ill up to moment of isolation.
- Warren Glen Academy will notify Warren County Health Department and the Warren County Department of Education about confirmation of a positive COVID result.
- Notification of families and staff potentially exposed will begin, maintaining confidentiality of the individual's right to privacy.
- Parents/Guardians/Families are to consult with their family practitioner for possible quarantine.
- Warren Glen Academy will maintain a log of contact, date, time, and location visited of people entering the building.

7. Facilities Cleaning Practices – The Warren Glen Academy will continue to adhere to existing facilities cleaning practices and procedures and will incorporate new specific requirements from the local health department as they arise. Warren Glen Academy has developed a protocol for increased routine cleaning and disinfecting, especially of frequently touched surfaces, objects, playground equipment, and bathrooms between use as much as possible.

- All staff will assist the custodial staff in disinfecting desktops, technology equipment, and common area surfaces.
- Use only approved cleaning disinfectant.
- Use caution not to cross contaminate or mix approved chemicals on surfaces.
- Receive additional training as necessary due to COVID-19 conditions.

Anticipated Minimum Standards

The Warren Glen Academy will continue to adhere to existing facilities cleaning practices and procedures and will incorporate new specific requirements of the local health department as they arise. Warren Glen Academy has developed a protocol for increased routine cleaning and disinfecting, especially of frequently touched surfaces, objects, playground equipment, and bathrooms between use as much as possible. The custodial staff has developed a daily routine and checklist to establish cleaning/disinfecting schedules of targeted areas. This will include cleaning objects/surfaces not ordinarily cleaned daily. Examples of frequently touched areas in school:

Classroom desks and chairs

Lunchroom tables and chairs
Door handles and push plates
Handrails
Kitchen and bathrooms
Light switches
Handles on equipment (e.g. athletic equipment/playground)
Shared and common area desktops
Shared computer keyboards and mice (limited use will be made and full wipe down will be made after use)
Drinking fountains will be taken out of service
Common office equipment and surfaces

Additional Considerations

- Bathrooms: Limited number of students who can enter at a time.
- Staff members to enforce limited capacity and avoid overcrowding.
- No-touch soap dispensers and towel pulls have been installed.
- Doors may remain open to avoid touching handles.
- Bathrooms will be disinfected frequently throughout the day and use.
- Hand sanitizer will be made available at the school bus entrance for each student to use when entering building and boarding bus upon dismissal.
- Students are required to wear face covering while riding on the bus if social distancing or physical barriers cannot be maintained.
- Transportation company will be responsible for cleaning and disinfecting vehicles used for transporting students.

8. Meals – The Warren Glen Academy All Purpose Room which is used as our Cafeteria allows additional space for social distancing during lunch.

- When necessary students may be required to remain in a classroom to be served lunch using distancing measures.
- Students will wash their hands prior to having lunch.
- Students will distance and face in the same direction and have their lunch brought to them.
- Disinfecting and cleaning of the surface areas and furniture will occur as has been performed once lunch has been completed.
- Disposable items will be used for receiving and serving lunch. Equipment/material which is not disposable will be thoroughly cleaned and sanitized.
- Cafeteria staff must wash their hands and wear gloves before any food preparation and wash hands immediately after removing gloves. This includes after directly handling/removing used food service items and trash.
- Disposable gloves are to be worn by food handlers.
- Students are not to share food.

Additional Considerations

- Meals may be served in the classroom, at outside picnic tables, or tables set up outside when possible instead of using an indoor group dining area.

- Meals will be provided by the food service provider in individually plated meals or meals in pre-packaged boxes or bags.
- Disposable food service items (e.g., utensils, plates) and gloves will be used.
- Encourage proper hand washing by students before and after eating meals.

9. Recess/Physical Education/Social Emotional Learning (SEL)– Warren Glen Academy has a large outdoor space which will be marked for areas of separation between and amongst student clusters.

- Any play equipment used, including the playground structure, will be disinfected between and after use.
- Students will wash and/or use hand sanitizer after recess and physical education.
- A mask will not be required during an aerobic activity while social distancing is occurring outdoors or if it is excessively hot outdoors.
- Physical Education during this time of transformation will entail basic activities and lessons avoiding physical contact and proximity as much as possible.
- Physical Education will continue to promote an active and healthy lifestyle.
- Maintain and promote a positive school culture and climate.
- Re-engage and support students and staff.
- Provide counseling and positive social well-being outlets for students.
- Recreate structure, routine, and expectations for academic learning and behavior.
- Provide time and space for students to process traumatic events, re-establish connections with each other, and receive support that promote healing and a safe environment.

Anticipated Minimum Standards

- Use cones, flags, tape, or other signs to create boundaries amongst groups.
- Wash hands immediately after outdoor play.
- Use of playground equipment will be staggered.
- If equipment is shared, clean and disinfect between each use.
- Designate specific areas for each class during recess to avoid cluster mixing.
- Provide clear communication for understanding.
- Monitor students’ mental and social health.

10. Extracurricular Activities and Use of Facilities Outside of School Hours – Our extracurricular/club activities which take place on Friday afternoons will comply with applicable social distancing requirements, sanitization/hygiene protocol.

- All field trips, job exploration activities off campus, and assembly programs have been cancelled until further notice.
- We have no external community organizations that use our facility.
- Athletics – The Warren Glen Academy does not offer organized after-school athletic programs.

Anticipated Minimum Standards

- Adhere to all applicable social distancing requirements and hygiene protocol during any extra-curricular activity.

Additional Considerations

- Maximize the use of technology and online resources to continue some extra-curricular activities i.e. virtual field trips without additional person-to-person contact.
- Cleaning/disinfecting schedule may allow for in-person gatherings/meetings outside school hours.

Funding

The COVID-19 pandemic has created a variety of fiscal challenges related to the delivery of instruction and related services to students. Readyng facilities, purchasing supplies, transportation, and feeding students will be considerably different in the upcoming school year than in past years.

- **Purchasing** – The Warren Glen Academy has purchased items not needed in the past (e.g., personal protective equipment, additional cleaning and sanitary supplies, barriers) and has been persistent to receive these items prior to the reopening of school because of the increased demand. Additionally, standard purchased goods and services have also been delayed because of supply chain disruptions.
- **Budget** – These additional and unexpected costs cause concern for budgetary solvency.

Continuity of Learning

Ensuring continuity of learning is critically important during this time of great stress for students, families, and educators. While there remains a degree of questions to which students may return to brick and mortar education in September, the Warren Glen Academy is ready to receive your child back! The NJDOE anticipates that many students likely made less than one full year of academic growth during the 2019-2020 school year. The move to a fully virtual learning environment happened quickly and created significant challenges for staff and students. We will work closely with you to help close any gap which may have occurred. We thank you for all that you did to support your child in helping us, and them, through distance learning.

- **Ensuring the Delivery of Special Education and Related Services to Students with Disabilities** – The Warren Glen Academy will continue to meet obligations to students with disabilities to the greatest extent possible for the mandated 180 day school year. Specific strategies and considerations for students with disabilities are critical points of review for our reopening/returning to school process. The NJDOE will continue to update public school districts and receiving schools with any additional guidance from the United States Department of Education (USDE) on implementation of the Individuals with Disabilities Education Act (IDEA).

Technology/Connectivity/Digital Divide – The Warren Glen Academy will assist you if you do not have access to a device and internet connectivity. The provision of technology, or, alternatively, in-person instruction, or packets to students that are otherwise without access include phone, text, email, Zoom when possible. Our educational program encompass' the New Jersey Student Learning Standards, approved curriculum by the Board of Trustees, and differentiated individual instruction according to the child's IEP. We will continue our one-to-one Apple iPad project during COVID distance learning. Parents were contacted via classroom teachers directly to ensure home internet connectivity and computer access. On-site and fully

remote learners will follow the same pacing guide as established during the school year.

All students on distance learning are issued an Apple iPad for use at home if they prefer not to utilize their own computer. An initial survey was conducted regarding internet access to determine the following:

- If a family needs technological assistance accessing existing internet at home or using any programs
- If a family does not have internet access and requires assistance securing access

Parents are to communicate with either the classroom teacher or the administration immediately if they no longer have access to the internet or a computer. These services will be arranged by Warren Glen Academy.

- **Curriculum, Instruction, and Assessments** – The Warren Glen Academy in planning the continuation of curriculum, instruction, and assessment for reopening to focus on building staff capacity to deliver highly effective instruction to address any learning gaps that might prevent students from meeting grade-level New Jersey Student Learning Standards (NJSLS). Pre-assessments will be created to establish a baseline to determine student knowledge gaps in course content.
- **Professional Learning** – The Warren Glen Academy will provide professional learning time and resources to school personnel as they adapt to newly altered building environment/practices meeting the social emotional, behavioral, health, and academic needs of students. Professional Growth Plans may reflect these new standards.
- **Distance Learning and In Person Instruction** – While we navigate the pandemic scenarios parent/guardians who have their child attend school will follow the standard Early Dismissal schedule with the exception of lunch being provided as a “To Go” meal. If you choose to have your child participate in Distance Learning a schedule will be developed with your classroom teacher. Distance learning will include both teachers and paraprofessionals to provide instructional lessons and review during school hours. Since each child has an IEP they may work one-on-one with the teacher and/or the paraprofessional. Lessons will include small groups of students or whole class instruction. The counseling component will be included in your child’s schedule. If you are choosing Distancing Learning please make your request known As Soon As Possible. Your child’s case manager will be notified, and an adjustment may need to be made in your child’s IEP.

Career and Technical Education (CTE) – The Warren Glen Academy Job Exploration Transition “JET” program and postsecondary opportunities will continue in-house and follow the recommendations from the Centers for Disease Control (CDC), state, and local guidance as to how, when, and to what extent the JET program can be safely offered off the school campus. Simulations and virtual tours will ensure students are participating a work-based learning. We will continue to work with our college partner Warren County Community College bringing college credit to our students.

Pandemic Response Team is responsible for:

- Overseeing Warren Glen Academy’s implementation of the school reopening plan, particularly health and safety measures, and providing safety and crisis leadership.
- Adjusting or amending school health and safety protocols as needed.
- Providing staff with needed support and training.
- Reviewing school level data regarding health and safety measures and the presence of COVID19 and reporting that data to the district as required.
- Developing and implementing procedures to foster and maintain safe and supportive school climates as necessitated by the challenges posted by COVID-19.
- Providing necessary communication and information to the school community.
- Maintain dialogue for community, family, and students to continuously inform the Team’s decision-making on health and safety related matters during COVID-19.

Pandemic Response Team Committee

Kristen Andrychak	James Helriegel
John Arrigan	Joan Holland
Robert Breithoff	Dr. Randy Pratt
Meghan Dragotta	Stacey Ritchie
Sarah Fallstich	Ray Tobaygo
Ellen Fahey	Debbie Welch

FOR STAFF ONLY

Addendum:

Physical Intervention and Restraint Protocols:

The suggestions outlined below are to be used in conjunction with New Jersey regulations outlined in P.L. 2017, Chapter 291 and N.J.S.A. 18A:46-13.4 through 13.7, which govern the use of seclusion and restraint in New Jersey schools. Further staff should follow the policies, practices and procedures which they are trained on, at least annually, at their organization.

Staff should continue to utilize evidence-based practices for positive behavior supports, de-escalation, and crisis management as established by the crisis and safety management model their organization utilizes. As always, physical intervention will be an absolute last resort in situations where there is imminent danger of serious physical harm.

The specific recommendations of the Autism working group are as follows:

1. **Limiting Risk Of Infection Prior To A Physical Restraint**

- Whenever possible, staff should put on PPE prior to a physical restraint. Disposable paper gowns, scrubs, disposable jumpsuits, disposable gloves, disposable masks, face shields, and long sleeves should be used as appropriate to reduce direct contact.
- Only staff required for safely restraining a student should be involved; one additional staff member should monitor and address protective equipment needs for those staff who are involved in the restraint in the event that protective equipment needs to be altered or adjusted.

2. **Limiting Risk Of Infection During A Physical Restraint**

- Keep hands clear of eyes, mouth, and nose of self and others.
- Initial staff members involved should be relieved as soon as possible if not wearing appropriate protective equipment.
- Staff should implement established protocols for relieving colleagues involved in restraints.

3. **Limiting Risk Of Infection After A Physical Restraint**

- Remove and dispose of and/or clean protective equipment immediately in the manner that you were trained.
- Avoid touching your face and limit contact with hard surfaces before immediately washing hands.
- To minimize exposure, it is recommended that staff have a change of clothes available in cases where their clothes become contaminated.
- Once all health and safety issues have been addressed, follow debriefing and reporting procedures for the restraint.