



BPS Coronavirus 2019 (COVID-19) Measures and Protocols

The following are critical areas in our preparation and planning relating to the ever-changing COVID-19 illness. The first defense necessitates that calm and common sense prevail.

Local and State Health Officials

- We are working closely with all local and state health officials, as well as the NYS Department of Education and [Governor Cuomo's office](#).

Emergency Safety Plans

- All school administrators are annually trained on an updated District and School Emergency Response Plan. Administrators in turn have trained all staff on these plans.
- It is required that every classroom in the District maintain a School Emergency Response documents (red folder) for use during all emergency situations, including health related emergencies.

Absenteeism/Illness Reporting Protocol

- Our school nurses will chart any flu-like cases they are seeing, record symptoms, make recommendations to go home or visit the doctor, and then perform follow-up with HIPPA and FERPA laws in mind.
- People who don't feel well are strongly encouraged to stay home.
- The Erie County Department of Health (716 858-2929) recommends the following: Individuals who are experiencing symptoms and may have traveled to areas of concern, or have been in contact with somebody who has traveled to these areas, should call ahead to their health care provider before seeking treatment in person.

Cleaning & Sanitizing Protocol

- Wall hand sanitizer dispensers, in all classrooms and common areas, will be kept full.
- Broad Spectrum disinfectant with 48-hour germ killing capacity is stocked, and schools will be deeply cleaned twice-weekly.
- Sanitizing wipes containing .5% peroxide solution have been stocked for teachers and classrooms, and remote offices.
- All bathrooms will have hot running water and an ample supply of soap.
- We have ordered enough supplies to outlast the school year.

Food Service Protocol

- Food Service safety and sanitation techniques at the school level and in the commissary will continue to be applied at the most stringent levels.
- Food Service Employees who do not feel well do not report to work.
- Cafeteria surfaces will be disinfected daily.

School Transportation Protocol

- Both First Student Inc, and the NFTA have upgraded sanitization protocols to mitigate the spreading of germs on commonly touched surfaces on their buses.

School Dismissals and Closure Protocol

- We will work closely with the State Education Department and the Erie County Department of Health for guidance when and whether it will be appropriate for school dismissal or closure with advanced notice.
- As of 3-9-20, Governor Cuomo has stated: For all NY schools, we are setting a new policy that if students or staff test positive for COVID-19 in a school, that school will be closed for a 24hr period so we can do assessment of the situation.
- Our Information Technology team is working with our Curriculum and Instruction team to devise multiple plans to provide educational resources should schools close including e-learning and take-home materials.

Private and Work-Related Travel Protocol

- Staff will submit any and all requests and information regarding travel of students and families (from field trips, to spring break travel, to conferences). [Submit in detail \(destination, #of people, dates and purpose\) to Elena Cala \[ecala@buffaloschools.org\]\(mailto:ecala@buffaloschools.org\)](#). If approved, you will be asked to submit a 3-item questionnaire upon return.
- Superintendent will decide whether to cancel or postpone school and district travel in accordance with up-to-the-minute Health Official guidelines.
- Notifications will be shared with Health Officials to assess and determine necessity and/or safety of travel and/or possible (14-day) quarantine upon return.

Communication Protocol

- We will provide weekly updates for families, staff and the community using multiple means such as the District website, robocalls, emails, fliers, and texts.
- We will widely share timely information and recommendations as we receive them from health professionals and related agencies.
- There will be regular updates from Student Support Services to building Principals.
- In addition to what we share directly, live links to the following most reliable Health Professional sources will be accessible on the buffaloschools.org website: The World Health Organization, Center for Disease Control, Governor Cuomo's page, and the Erie County Health Department.