



ONWARD HEALTHCARE
SOLUTIONS AND EDUCATION

COVID-19 PREPAREDNESS PROGRAM

(Educational Institution)

- COVID-19 Educational Institution Checklist & Facility Walkthrough **(Mandatory)**
- Review of local and state requirements regarding school openings and COVID readiness
- Review of CDC requirements regarding school openings and COVID readiness
- Assigning COVID-19 Information Designee/Resource Person
- Policy & Procedure Development Including:
 - COVID-19 Exposure/Sick Staff Member Policy & Procedures
 - High Risk/Disabled Staff Member and Procedures
 - COVID-19 Exposure/Sick Student Policy & Procedures
 - High Risk/Disabled Student Policy and Procedures
 - Telework Policy and Procedures
 - Virtual Learning Policy and Procedures
 - Sick Leave Policy and Procedures
 - Face Mask Policy & Procedures
 - Social Distancing/Cohort Policy & Procedures
 - Visitor Management Policy & Procedures
 - Small Group Policy & Procedures
 - COVID-19 Outbreak Policy & Procedures
 - Meal Administration Policy & Procedures (With Documentation)
 - Activity/Sporting Event Policy & Procedures
 - Student Transportation Policy & Procedures
 - Equipment Cleaning & Disinfecting Policy & Procedures
 - Emergency Transportation of Student, Staff, Visitor Policy & Procedures
 - Hand Hygiene/Infection Control Precaution Policy & Procedures
 - Disinfection and Cleaning Policy and Procedures (With Documentation)
 - Daily Health Check Policy and Procedures (With Documentation)
- Development of Staff Cross-Training Plan
- Development of Student/Staff/Visitor Health/Symptom Check Log
- Development of Supply List/Inventory Checklist
- Development of Disinfection and Cleaning Schedule/Log
- Staff/Student/Visitor/Family Education & Communication Regarding When to Stay at Home
- Educational In-Services for Staff & Students Including:
 - Hand Hygiene In-Service
 - Identification of COVID-19 Signs & Symptoms In-service



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- Social Distancing In-service
- Proper Use and Removal of Face Masks In-service
- Safety Protocols In-service
- Infection Control Policy & Procedure In-service
- Development of Student Cohort Plan
- Development of Mealtime Cohort Plan
- Development of Extracurricular Activity Plan
- Development of Plan for Student/Staff with Illness Onsite
- Emergency Transportation of Critically Ill Student, Staff, Visitor
- COVID-related Signage Application Plan
- Plan for Staff, Student, & Family Communication Regarding COVID-19 News
- Development of Student Transportation Plan
- Development of Student/Staff School Dismissal Plan
- Development of Stress Coping Plan for Student/Staff
- Development of Daily/Weekly/Monthly/Quarterly COVID-19 Infection Control and Prevention Checklists

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