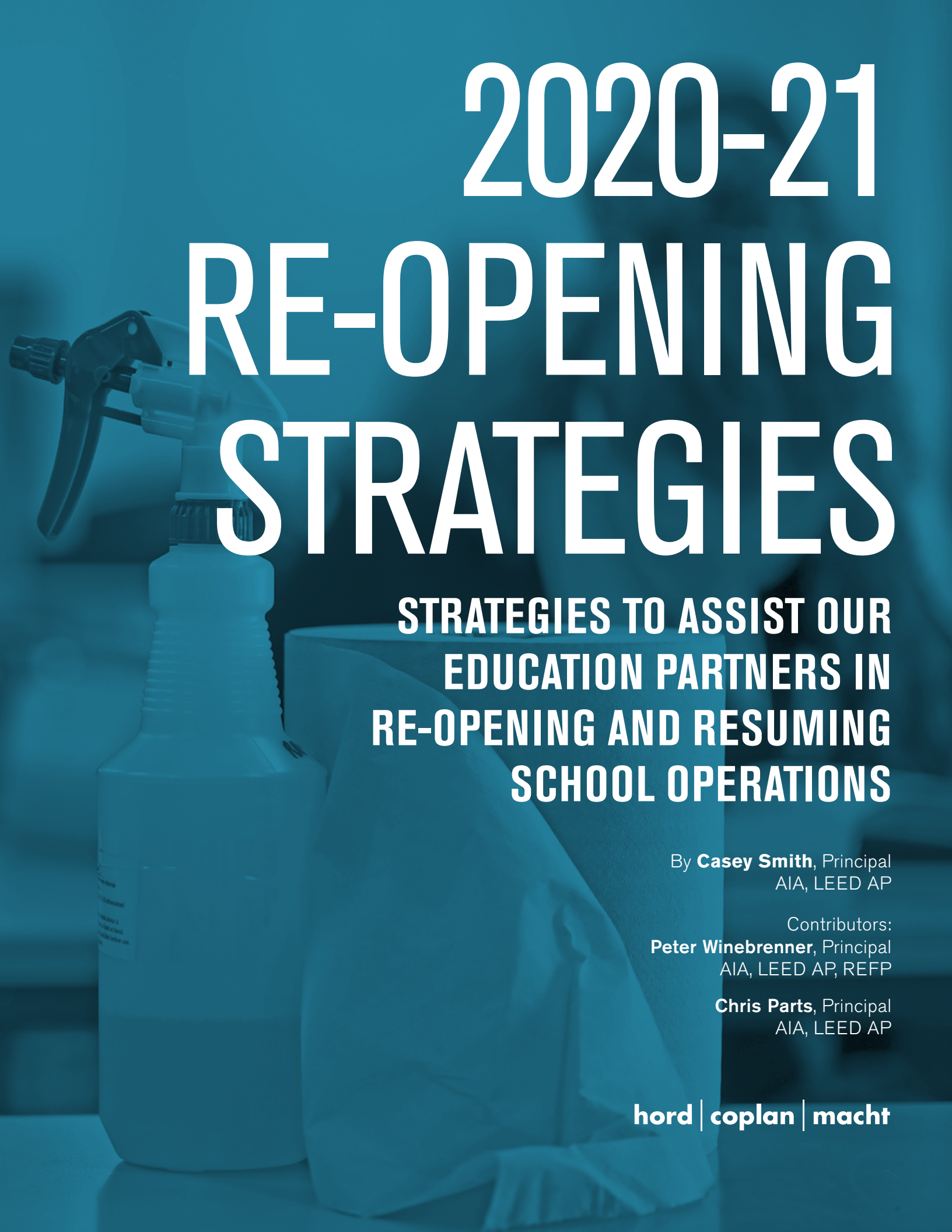




2020-21 RE-OPENING STRATEGIES

STRATEGIES TO ASSIST OUR
EDUCATION PARTNERS IN
RE-OPENING AND RESUMING
SCHOOL OPERATIONS

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As independent K-12 schools determine if and how best to reopen, Hord Coplan Macht has assembled the following strategies, for consideration, that can help protect students, teachers, administrators and staff, and also help slow the spread of COVID-19. Schools can determine, in collaboration with *state and local health officials* to the extent possible, whether and how to implement these considerations while adjusting to meet the unique needs and circumstances of the local community. Implementation should be guided by what is feasible, practical, acceptable, and tailored to the needs of each community. These considerations are meant to supplement—**not replace**—any state, local, territorial, or tribal health and safety laws, rules, and regulations with which schools must comply.

GUIDING PRINCIPLES TO KEEP IN MIND

The more people a student or staff member interacts with, and the longer that interaction, the higher the risk of COVID-19 spread. The risk of COVID-19 spread increases in school settings as follows:



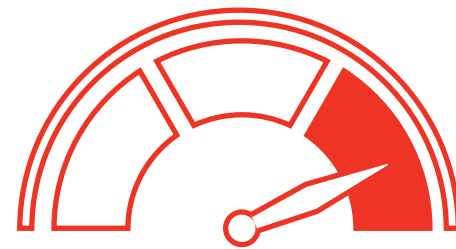
Lowest Risk

Students and teachers engage in virtual-only classes, activities, and events.



More Risk

Small, in-person classes, activities, and events. Groups of students stay together and with the same teacher throughout/across school days and groups do not mix. Students remain at least 6 feet apart and do not share objects (e.g., hybrid virtual and in-person class structures, or staggered/rotated scheduling to accommodate smaller class sizes).



Highest Risk

Full sized, in-person classes, activities, and events. Students are not spaced apart, share classroom materials or supplies, and mix between classes and activities.



2020/2021

Implementable Strategies for Fall 2020 Reopening

There are short- and long-term strategies that can reduce the risk of infection on campus; the strategies in this document have been curated to help inform our institutional partners as to which are implementable for the start of the 2020-21 school year.

BUILDING ENTRY & CIRCULATION

Review existing campus site and building, to determine best practices for controlling occupant entry, check-in procedures and other related items. Consider factors such as:



1 SIGNAGE

Post signs in highly visible locations (e.g., school entrances, restrooms) that promote everyday protective measures and describe how to stop the spread of germs (such as by properly washing hands and properly wearing a cloth face mask).

2 SEQUENCING

Stagger arrival and drop-off times or locations by cohort or put in place other protocols to limit contact between cohorts and direct contact with parents as much as possible.

3 BARRIERS

Install physical barriers, such as sneeze guards and partitions, particularly in areas where it is difficult for individuals to remain at least 6 feet apart (e.g., reception desks).

4 GUIDES

Provide physical guides, such as tape on floors or sidewalks and signs on walls, to ensure that staff and children remain at least 6 feet apart in lines and at other times (e.g. guides for creating “one-way routes” in hallways).

5 NON-CONTACT

Access Control – install non-contact badge readers allowing for touch-less entry of restricted spaces

CLASSROOMS

Review existing floor plans and specific rooms, to determine the most appropriate uses and lay-outs. Develop room layout options based on:

1

Space seating/desks at least 6 feet apart when feasible (consider 60sf/person within any enclosed space when calculating re-occupancy limit).

2

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.

3

Keep each child's belongings separated from others' and in individually labeled containers, cubbies, or areas.

4

Explore opportunities for temporary re-purposing of large spaces into multiple instructional zones/other uses.

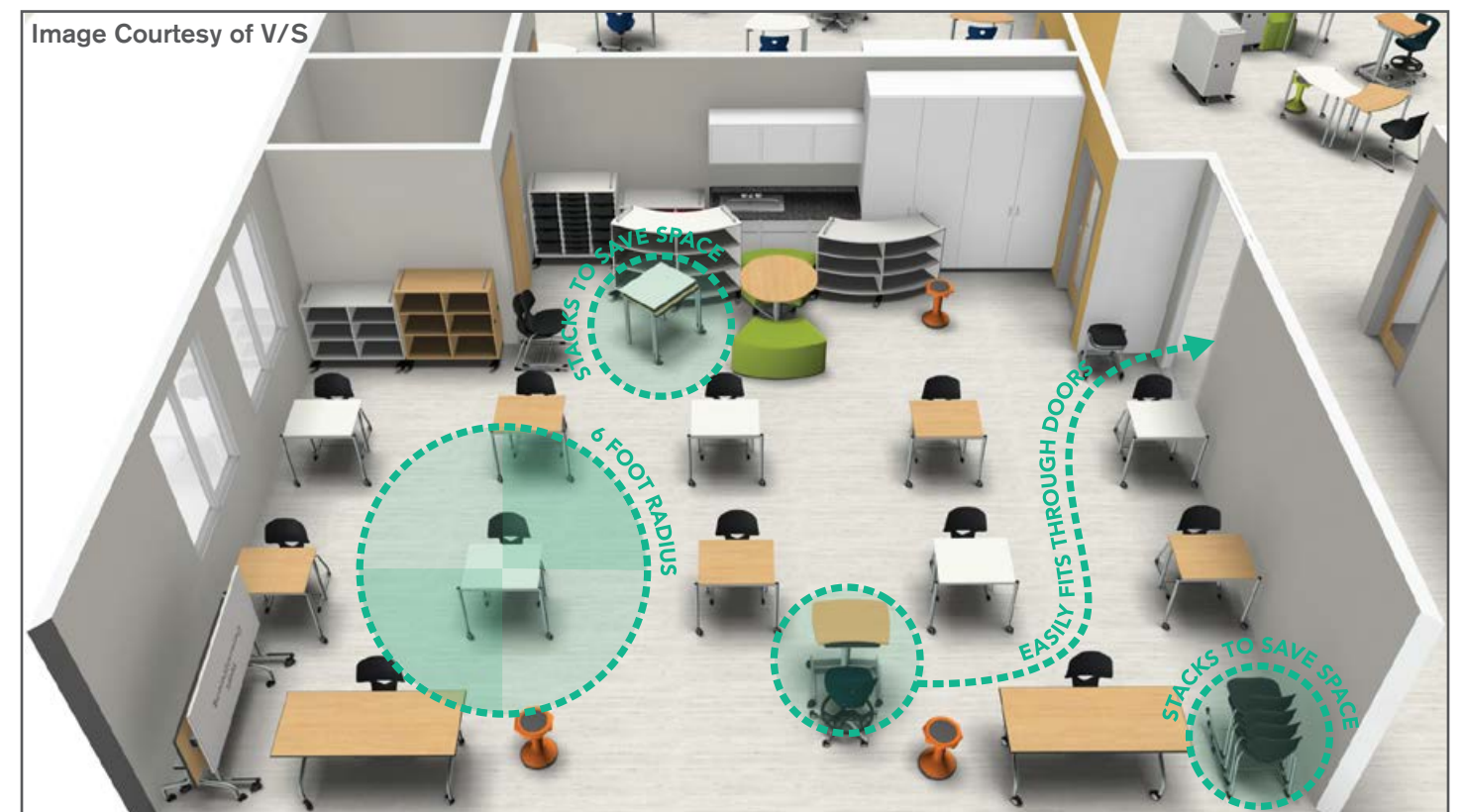
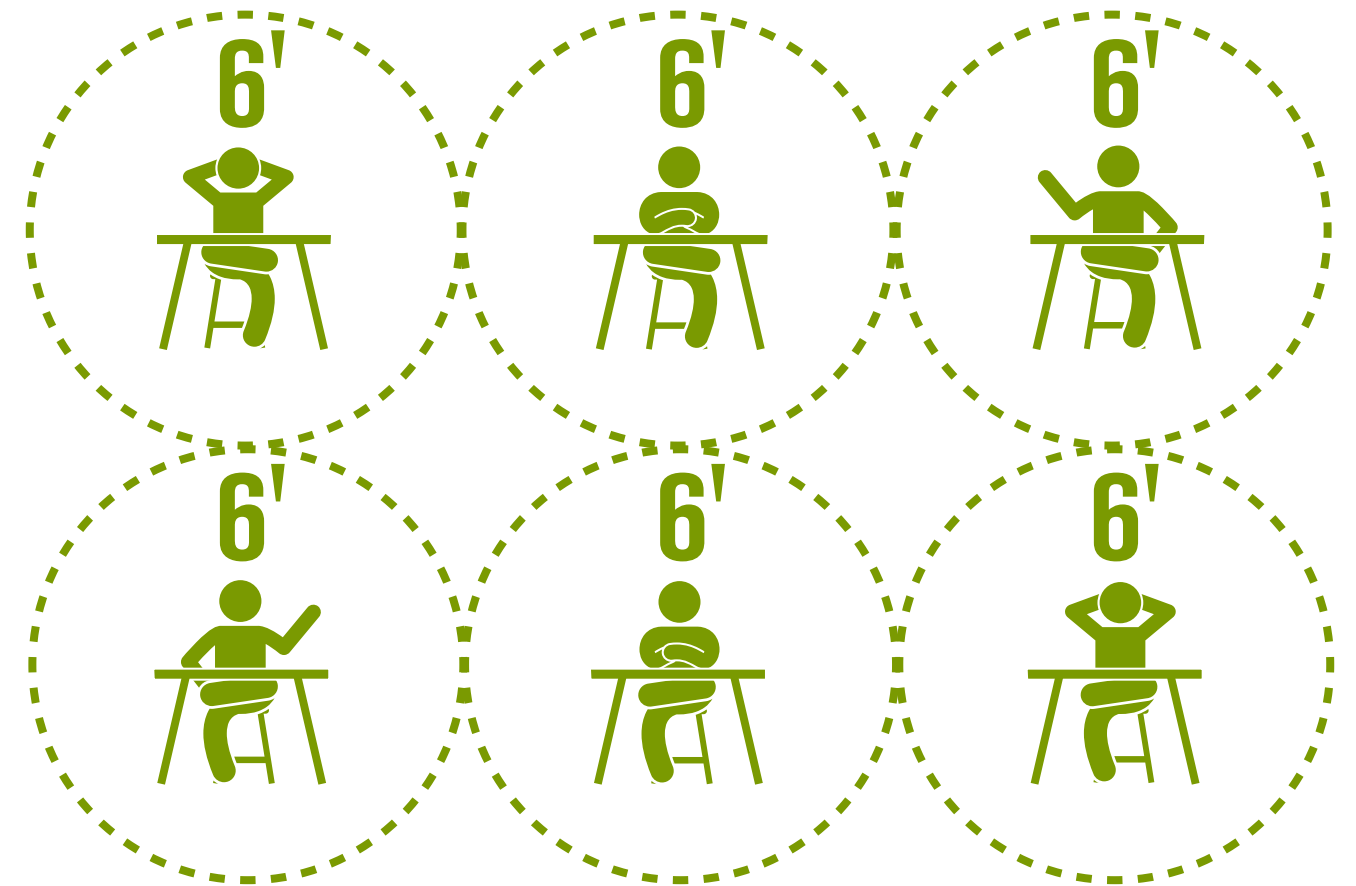
- Libraries/media centers/ learning commons
- Cafeteria/dining spaces
- Gyms
- Lecture halls/ large-group instruction
- Conference rooms/spaces

5

Create flexible “distance learning classrooms”. Important features that classrooms will need moving forward include the following:

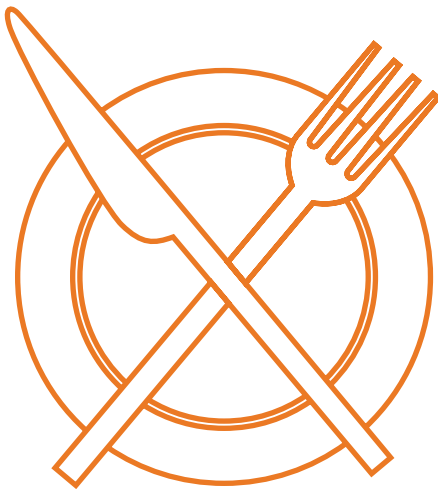
- In-Room Presentation (choice of source content through switcher to a projector, display or combination)
- In-Room Audio (Amplifier, speakers)
- Distance Learning (PTZ Camera, Microphones, Recording/Streaming solution) ability to connect through a local PC to any selected video call meeting platform.
- Control System (Easy control and operation – touch panel, processor, programming)

60sf/



Food Service

Close communal use shared spaces such as dining halls and have children bring their own meals as feasible or serve individually plated meals in classrooms. If a communal dining hall or cafeteria is used, then consider:



STAND BEHIND LINE

1
Longer lunch periods to reduce congestion / release students into the servery in small numbers.

STAND BEHIND LINE

2
Use floor markings or tape to direct traffic flow through the servery.

STAND BEHIND LINE

3
Mark floors in front of cashier stations in retail location to prevent crowding at checkout.

STAND BEHIND LINE

4
Replace pin pads with barcode readers.

STAND BEHIND LINE

5
Replace napkin dispensers and salt/pepper shakers on dining tables with wrapped cutlery kits, or purchase and use touchless utensil dispensers.

STAND BEHIND LINE

6
Replace condiment pumps / bottles with portion containers.

STAND BEHIND LINE

7
Replace push-button beverage machines with bottles / cartons / pints.

STAND BEHIND LINE

8
Explore touchless spigots for Spa Water containers.

STAND BEHIND LINE

9
Eliminate self-service food bars.

STAND BEHIND LINE

10
Serve grab-and-go food on individual trays, in stadium-style carriers or paper bags.

STAND BEHIND LINE

11
Circulation (arrows, floor graphics, etc.) to denote social distancing spacing.

STAND BEHIND LINE

12
Add sneeze guards or clear dividers to tables where students are sitting opposite each other.

STAND BEHIND LINE

13
Add sanitizing stations (hand sanitizer) at entrances to dining areas.

STAND BEHIND LINE

STAND BEHIND LINE

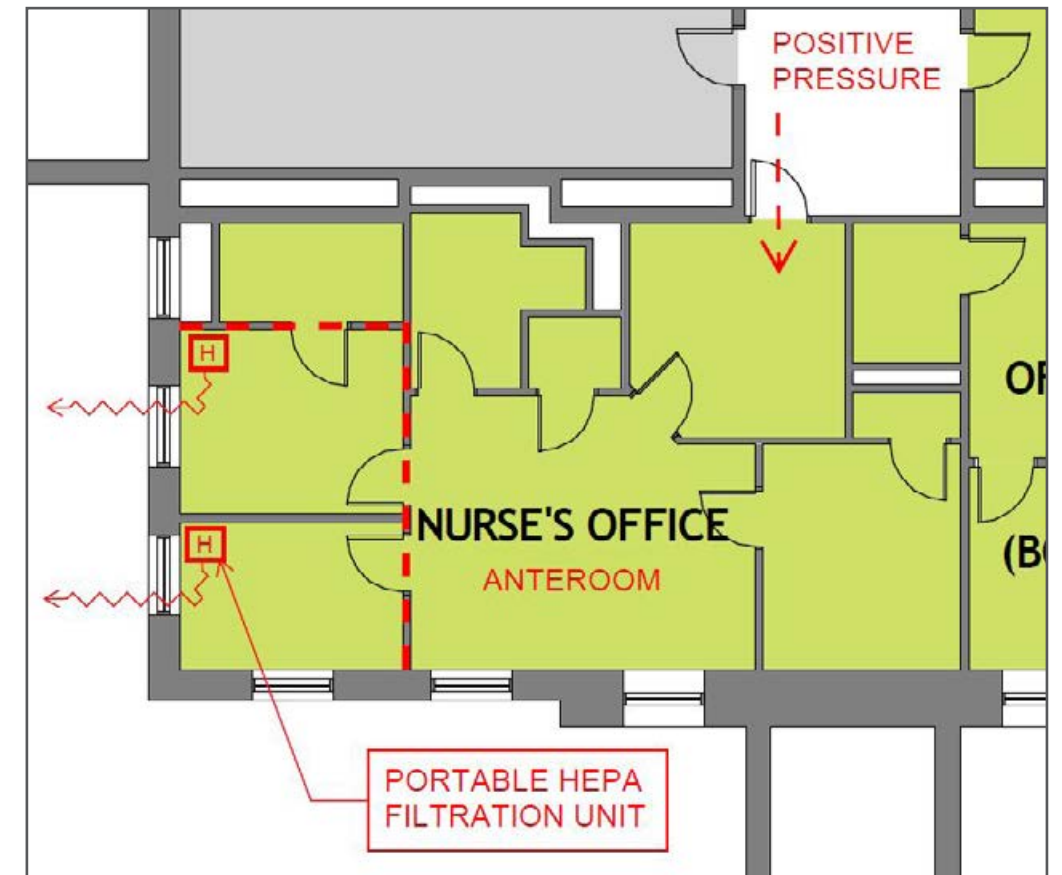
Health / Nurse's Suite



Within the traditional nurse's suite, one of the most effective ways to help stop the spread of a virus is to keep it contained to a specific area and utilize pressure zones.

A Airborne Infection Isolation (AII) rooms are utilized in healthcare and long-term care facilities to help keep airborne pathogenic organisms from spreading throughout the facility and infecting others.

B Portable air purifiers that may either be rented or purchased to combine antimicrobial, HEPA filtration and/or ionization technologies that will help you bridge the time period between your immediate and long-term objectives.



Plumbing

Kitchens, pantries and toilet rooms are high risk spaces that require strategies to reduce contamination of surfaces and the opportunity for dispersion of the virus. Short-term strategies for plumbing systems that can reduce the risk of infection include:



- 1 Apply spray disinfecting units to existing water closets to activate after each flush.
- 2 Add lids to existing water closets to minimize potential for dispersion after each flush and to accommodate add on devices (UVC lamps) if needed.
- 3 Install sensor type fixtures to avoid use of hands through toilet rooms, kitchenettes and pantries.
- 4 Far-UVC or UVC lamps in lids of waste bins.
- 5 Disable or sign hand dryers to choose paper towel use in lieu of dryers.

HVAC

Depending on the type of HVAC system in your building, below are some HVAC measures to implement to reduce the potential spread of contaminants.



40%
— TO —
60%
RELATIVE HUMIDITY

- 1 Change out standard filters with antimicrobial coated filters; provide Merv-13 filters at a minimum wherever possible.
- 2 Increase airflow by deactivating demand control systems that normally limit the concentration of outside air. Utilize temperature setbacks to increase the amount of outside air introduced during unoccupied periods.
- 3 Since they have a higher risk of contamination, operate ventilation systems serving communal spaces such as toilet rooms continuously (24 hours/day).
- 4 Maintain relative humidity (RH) between 40% to 60% to help decrease spread and survival of particulates. Monitor RH closely to be sure you do not enable the growth of mold.
- 5 Enable natural light to occupied spaces. While filtered light through windows may have less of an impact, sunlight on virus aerosols significantly reduces the half-life of aerosols.

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ARCHITECTURE
LANDSCAPE ARCHITECTURE
INTERIOR DESIGN
PLANNING

