



Greenwood Lake Union Free School District

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Sarah E. Hadden
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Dear GWLUFSD Families,

I am reaching out to provide an update on our planning for Greenwood Lake UFSD's response to the coronavirus (COVID-19). Representatives from each District department met yesterday to review courses of action to date as well as plan next steps.

To review, as of last week, we had taken the following courses of action:

- Encourage staff and students to wash hands frequently, cover their mouth when they cough, don't share food/drinks, etc
- Increase to twice weekly, a thorough cleaning of building (sterilized).
- Student surfaces (i.e. desks) are sterilized every night with a peroxide-based cleaner.
- Study student absence numbers and if there's an uptick, conduct an additional sterilizing cleaning overnight.
- Creation of a District website page dedicated to information regarding the Coronavirus

Over the course of the past week and this week, we have taken the following additional preventative measures:

Classrooms

- Ensured every classroom has a hand sanitizer
- Shared videos with students on how to properly wash hands
- Have videos streaming at lunch about good hygiene practices
- Providing spray cleaner and paper towels to classroom teachers
- Wipe down ChromeBooks on a daily basis
- Guidance counselor or school psychologist availability for students feeling anxious

Nurses

- Reviewed reasons why students visit the nurse and begin to put alternate systems in place (i.e. extra gym sneakers, snacks, etc)
- Create "sick" and "well" child areas within the nurse's space. The elementary school nurse will be moved to a larger location that will better allow for separation of sick students.
- Reviewed list of symptoms of coronavirus/flu and use this list as one determining factor in when to send a student home

Cafeteria

- Limit self-service – Staff will hand out foods directly to students' plates
- All food will be in individualized containers – bag/cup & cover
- Pre-portion condiments
- Change Pin Pad procedures



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Transportation

- Since the beginning of flu season, the transportation department increased sanitizing the buses from a few times per week to one time per day.
- We are now sanitizing twice per day.
- If a parent informs a driver that their child isn't feeling well, the driver will encourage the parent to keep the child home. If the parent says child is okay to go to school, that child will be put in a separate seat on the bus and sent to the nurse's office for to be checked upon arrival at school.

As of right now, we are not making any changes to the following: field trips, evening events, sports games, play performances, etc. That said, we will remain responsive to the guidance we receive from our governmental public health partners, and District administrators will continue to meet regularly in order to monitor our responses.

Further, I am postponing any recommendations to the Board in terms of scheduling snow day "give back" days. This decision will now be made at the April Board of Education meeting.

If we are notified that a staff member or student tests positive for Coronavirus, it will be required that we close for at least 24 hours. During that time, we would sanitize the school as well as begin an investigation to determine the contacts that the individual may have had within the school environment. That investigation will result in a District plan, developed in conjunction with the Orange County Department of Health, that will include any decisions on further closures or other necessary precautions for specific individuals.

Let me end by reminding you to please keep your child home if they are ill, to have them wash their hands often, and to cover their mouth when coughing or sneezing. I encourage you to read [THIS](#) article, about how to talk your children about the coronavirus – it has different tips for different age groups. If you cannot access the link, the resource can also be found by Googling "NBC lifestyle talk kids coronavirus" – it will be the first link to pop up.

Thank you,

Sarah Hadden