

Lyons Central School District

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Addendum for Pandemic Section of the Comprehensive Safety Plan

A. Essential Personnel

- Maintenance/Buildings and Grounds Personnel - Custodians, Maintenance Mechanic, Groundskeeper (on a rotational basis) - revolving schedule.
- District Office Personnel - rotational schedule - one person at a time.
- Building Administrators - One day a week.
- Building Clerical - rotational schedule - one person in the building at a time.
- Teachers/Teacher Aides and Assistants will work in the buildings with all safety protocols in place and if state ordered, will work from home.
- Nurses will work in the building with all safety protocols in place and if state ordered, will work from home.
- Food Service Workers as essential workers will provide meals to students.
- Transportation Workers as essential workers will help transport the meals to students in the district.
- Technology Personnel will ensure all technology is working to support virtual learning.

B. Telecommuting/Remote Work

- The district has worked to ensure that all non-essential staff have devices, software, and internet hotspots necessary to perform their job duties from a remote location.

C. Work Shifts

- We will have a schedule in place to reduce overcrowding on work sites. Sign in and outs and a rotation schedule. If staff has to telecommunicate during their work day they will be available for..
- Stagger custodial cleaning staff in both buildings.

D. PPE Protocols

- Hand sanitizer supplied from the state is stored in locked closets inside the locker rooms at the middle-high school. Distributed as needed by facilities staff.
- Supplies ordered by the nurses are stored in the locked closet by the auditorium in the middle-high school. Examples would be items such as wipes, gowns, masks, shields, etc. These items are brought in smaller quantities to the nurse's office in each building, elementary and middle-high, to be distributed as needed by nurses or facilities staff.

- The hand sanitizer and associated dispensers purchased by the district through the facilities department are kept locked up in the facilities storage barn adjacent to the middle-high school. These items are brought to the buildings as needed by the facilities staff. To each building and transportation.
- All Safety Data Sheets for stored materials will be available upon request to the Head of Building and Grounds.

E. Health Protocols

- The Lyons Central School District will follow all Health Exposure Protocols given to us from the Wayne County Public Health Department.

F. Documenting precise hours and in-person attendance in District facilities

- The Lyons Central School District will log and track hours of personnel on work sites through Parent Square. Contractors use a daily log-in sheet to sign in and out.

G. Emergency Housing for Essential Personnel

- This does not apply to Lyons Central School