



Important Items to Consider When Reopening Schools During COVID-19

As most schools are in the final stages of planning for reopening their doors in the fall, we at the member companies of Utica National would like to provide schools with some important items to keep in mind once reopening occurs:

- **Follow all CDC, state, and local health department regulations, requirements, and protocols related to coronavirus (COVID-19).**
- **Ensure that all staff members have read and understand the school's reopen plan. Consider a signoff procedure.**
- **Remind all staff members that it's everyone's responsibility to ensure that all aspects of the school's reopen plan is being adhered to.**
- **Be prepared for a possible outbreak of COVID-19 to occur in the school:**
 - Maintain the ability to quickly transition to a complete virtual learning model.
 - Be prepared to communicate with all stakeholders.
 - Be mindful of HIPPA requirements with respect to confidentiality should you have students/staff who test positive for COVID-19.
 - Coordinate with local health department regarding COVID-19 testing, contact tracing, and any other required protocols or procedures, including a plan to reopen school when safe to do so.
- **Face coverings are essential:**
 - Aside from isolation/quarantine, the use of a proper face coverings is the best defense.
 - When use is required, ALL staff must enforce the proper wearing of masks throughout the day.
 - When use is recommended but not required, it should be strongly recommended.
 - Consider a school policy requiring use if allowed in your jurisdiction.
 - Review our recent webinars on **Safely Reopening Our Schools During the COVID-19 Pandemic** with infectious disease specialist Dr. Thomas Russo, where he strongly counsels schools regarding the use of masks. These can be found on our School Reopening page at <https://www.uticanational.com/schoolreopening>.
- **Meet with your COVID-19/Reopening Team:**
 - Have a daily meeting to debrief on what's working and not working.
 - Make adjustments to your plan based on the feedback of your team members.
 - Communicate any plan changes to all stakeholders.

- **Training:**

As a policyholder, you have access to SafeSchools Online Training at no additional cost. SafeSchools offers the following COVID-19 training courses available for staff members:

- Coronavirus Awareness
- Coronavirus: CDC Guidelines for Making & Using Cloth Face Coverings
- Coronavirus: Cleaning & Disinfecting Your Workplace
- Coronavirus: Managing Stress & Anxiety
- Coronavirus: Reopening Your Organization
- Coronavirus: Preparing Your Household

In addition, SafeSchools now offers a group of COVID-19 training courses designed specifically for students. These courses are also available to policyholders at no additional cost. The topics are:

- Coronavirus Awareness
- Face Coverings
- Social Distancing
- Handwashing

To get started and set up your school with access to your own student training site and the COVID-19 Student Course Bundle, please contact at support@safeschools.com or **1-800-434-0154**.

Please visit our digital resource page with valuable information to assist schools with reopening in a safe and healthy environment at <https://www.uticanational.com/schoolreopening>.

For additional information or to discuss any unique circumstances, please feel free to reach out to either of our Educational Institution Segment Specialists: **Mike Centrone** at michael.centrone@uticanational.com or **716-639-2347**, or **John Acee** at john.acee@uticanational.com or **315-734-2556**.

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