



PREPARING STUDENTS AND FACULTY

A CHECKLIST FOR HEALTHIER LEARNING ENVIRONMENTS

PEOPLE

- ✓ Develop a plan for helping students cope emotionally as well as physically
- ✓ Openly discuss mental health and offer strategies for managing anxiety and stress
- ✓ Establish Meditation or Reflection spaces for students or staff to visit when feeling overwhelmed
- ✓ Require temperature checks upon entering the building
- ✓ Use of masks by students and staff when outside of primary classroom
- ✓ Make options available to high risk students and faculty such as remote learning/instructing
- ✓ Recognize that many students will need substantial review or remediation before being able to move forward with learning new content and plan for it
- ✓ Reduce financial concerns by allowing students to defer tuition payments for 1-2 years for higher education and private schools



PLACE

- ✓ Arrange rooms to allow 6' physical distancing
- ✓ Utilize non-traditional spaces such as corridors, libraries, or gymnasiums for additional classroom space
- ✓ Re-work paths of travel for students and staff to minimize the number of people that may come into contact or cross in a transition period
- ✓ Provide visual aids for distancing such as placing tape on the floor or removing chairs
- ✓ Provide deep cleaning of spaces before re-opening. Once open, thoroughly clean each night, and disinfect high contact surfaces twice a day
- ✓ Consider using screens, mobile furniture, study carrels, or other solutions to support flexibility and distancing
- ✓ Ensure all indoor spaces are well ventilated; consider a high performance air filtration system
- ✓ Install a Hygiene Station inside each room to provide access to hand sanitizer, tissues, trash, etc.
- ✓ Hold classes outdoors when possible; use the entire campus to support academic practices and activities
- ✓ Establish multiple Health Clinics/Nurse's Offices to maintain distancing and establish space for temporary quarantine areas
- ✓ Use water bottle re-fill stations vs. drinking fountains
- ✓ Install touchless restroom fixtures
- ✓ Provide Personal Protection Equipment for students and staff

PROCESS

- ✓ Develop or update Contingency Plan for possible future issues; conduct an evaluation of processes and communication during the recent pandemic
- ✓ Stagger daily and/or weekly schedules for classes and activities (re-work pick-up and drop-off sites for schools)
- ✓ Use Blended Learning; a blending of online work with on-campus work
- ✓ For schools, serve lunch within the classroom
- ✓ Rotate teachers from room to room instead of students
- ✓ Limit or eliminate the sharing of materials
- ✓ Develop lesson plans that include healthy practices for not spreading germs
- ✓ Ensure students and staff can recognize symptoms of COVID-19
- ✓ Individuals displaying symptoms to leave immediately
- ✓ Establish stringent policies for admitting visitors or suppliers
- ✓ Utilize clear, concise, and friendly visual signage to help individuals understand what is expected of them