

Gallup-McKinley County Schools Guidance during School Re-entry

STAFF

Staff **will** be responsible for the following while at work and on GMCS premises:

- Per the NM Governor, all staff must be screened on a daily basis, including a temperature check and review of potential symptoms.
 - Staff must have their temperature checked upon entering the school building (through identified entrances).
 - Staff must sign the COVID 19 Workplace Agreement that they attest to no COVID symptoms on that day.
- Face coverings/masks are required for all staff except while eating and drinking, with exceptions for staff who have documented medical reasons for not being able to wear a mask or face shield. A mask will be provided to staff members who forget their personal mask/face covering.
- All staff should participate in good hygiene practices (hand washing, general cleanliness, and limiting touching of face). [Handwashing Video](#), [Handwashing poster](#) [Protecting yourself and others](#)
- Staff must adhere to the [Social Distancing Requirements](#) in New Mexico schools.
- Staff must follow all federal laws associated with leave.
- Accommodations for staff will be made per federal regulations.
- Staff with K-8 grade students in GMCS schools, based upon availability and with legal documentation, can attend school 4 days a week (Monday through Thursday):
 - Certified Instructional Staff
 - Nurses and health assistants
 - Bus drivers
 - Other staff based on availability

In addition to the Staff guidance Teachers and Instructional Staff **will** be responsible for the following:

- Reinforce and require social distancing throughout the school.
- Learn and utilize Microsoft Teams/Microsoft Classroom.
- Provide daily contact with students for all subjects. In particular for students enrolled in remote/distance learning only. School site administration will give guidance on this process for your school site.
- Teach and reinforce good hygiene measures such as handwashing, covering coughs, and appropriate use of face coverings. [Handwashing video](#)
- Let administration know when you are running low on hand soap, hand sanitizer and paper towels in classrooms.

In addition to the Staff guidance Custodians **will** be responsible for the following:

- Attend trainings for new cleaning supplies and equipment.
- Conduct thorough cleaning of schools each day.
- Conduct deep cleaning on Tuesday evenings and Fridays when students are not in the building.
Custodial Cleaning Guidance
- Adjust custodial schedules to accommodate deep cleaning.
- Use all supplies and equipment according to protocols
- Clean outdoor playgrounds routinely.
- Schedule bathroom cleaning a minimum of twice daily and after school ends.
- Clean and refill cups, dispenser, and trash cans at every water fountain regularly.
- Follow all cleaning protocols and documentation. [Custodial Cleaning Expectation](#)