



# Atlantic City Public Schools

## Office of Special Education and Student Services

---

*The function of education is to teach one to think intensively and to think critically. Intelligence plus character - that is the goal of true education.*  
~ Dr. Martin Luther King Jr.

### **COVID- 19 SOP**

#### **Face Coverings and Hand Hygiene**

CDC [recommends](#) that “people, including teachers, staff, and students, wear cloth face coverings in public settings when around people who live outside of their household, especially when other [social distancing](#) measures are difficult to maintain.”

NJ DOE recommends “Students are strongly encouraged to wear face coverings and are required to do so when social distancing cannot be maintained, unless doing so would inhibit the student’s health. It is necessary to acknowledge that enforcing the use of face coverings may be impractical for young children or individuals with disabilities.”

Social Distancing Guidelines = 6 ft distance and minimum 10-minute contact time.

1. All staff and students will wear face coverings and maintain social distancing while in the school building, on buses, and while on school property.
  - a. Students younger than 2 years old or with special needs should not be made to wear face coverings, and staff should adapt to socially distance from these individuals.
  - b. Staff members should monitor for bullying regarding the wearing of face coverings.
2. Include cloth face coverings on school supply lists and provide face coverings as needed to students, teachers, staff, or visitors who do not have them available.
3. Include clear face coverings on school supply lists, as needed, for teachers and staff who regularly interact with students who are deaf or hard of hearing, students learning to read, students with disabilities, and those who rely on lip reading as a part of learning, such as students who are English Language Learners.
4. Ensure that students and staff are aware of the [correct use of cloth face coverings](#), including wearing cloth face coverings over the nose and mouth and securely around the face.
5. Ensure that students, teachers and staff are aware that they should [wash](#) or [sanitize their hands \(using a hand sanitizer that contains at least 60% alcohol\)](#) before putting on a cloth face covering.
6. Ensure that students, teachers, and staff are aware that they should not touch their cloth face coverings while wearing them and, if they do, they should [wash their hands](#) before and after with soap and water or [sanitize hands \(using a hand sanitizer that contains at least 60% alcohol\)](#).



# Atlantic City Public Schools

## Office of Special Education and Student Services

*The function of education is to teach one to think intensively and to think critically. Intelligence plus character - that is the goal of true education.*  
~ Dr. Martin Luther King Jr.

7. Ensure teachers and staff are aware that they should [wash](#) or [sanitize hands \(using a hand sanitizer that contains at least 60% alcohol\)](#) before and after helping a student put on or adjust a cloth face covering.
8. Ensure that all students and staff are aware that cloth face coverings should not be worn if they are wet. A wet cloth face covering may make it difficult to breathe.
9. Ensure that all students and staff are aware that they should never share or swap cloth face coverings
10. Students' cloth face coverings should be clearly identified with their names or initials, to avoid confusion or swapping. Students' face coverings may also be labeled to indicate top/bottom and front/back.
11. Cloth face coverings should be stored in a space designated for each student that is separate from others when not being worn (e.g., in individually labeled containers or bags, personal lockers, or cubbies).
12. Cloth face coverings should be [washed](#) after every day of use and/or before being used again, or if visibly soiled.
13. Students and schools should consider having additional cloth face coverings available for students, teachers, and staff in case a back-up cloth face covering is needed during the day and to facilitate every day washing of cloth face coverings.
14. Schools should consider the subject being taught and follow the following chart for proper social distancing and requirement or consideration of face covering use.  
[https://www.cdc.gov/coronavirus/2019-ncov/downloads/community/CFC\\_Guide\\_for\\_School\\_Administrators.pdf](https://www.cdc.gov/coronavirus/2019-ncov/downloads/community/CFC_Guide_for_School_Administrators.pdf)
15. During lunch times or when students have removed masks, the teacher should always be wearing a face covering and maintain social distancing.

### Special Considerations

1. Staff members at higher risk of contamination, nurses or custodians cleaning isolation areas should be provided surgical masks, face shields, gloves and gowns while in high-risk areas.
2. Special education and Pre K teachers who work with students unable to wear face coverings should be encouraged to wear face shields and face coverings and ensure social distancing guidelines.