

## MARTINSVILLE SCHOOLS

### CONTACT TRACING OPTION

#### General Reminders for Staff

**CONTRACT TRACING:** Contact tracing occurs when two people are near one another for a total of 15 minutes over the course of a day. The contact tracing distance is within 6-foot if unmasked or within 3 feet in a forward-facing classroom situation. As long as students are masked and sitting at least 3 feet apart at their desks, there will not be a contact tracing situation in a classroom.

**ATTENDANCE:** Students who have chosen to wear a mask will be marked in Skyward based upon mask choice. The exact identifier, which will be a capital, brightly-colored “M” on the attendance roster.

#### Classroom Considerations

- Use an alternative to reading circles or other situations where students would be closer than 3 feet.
- Every effort should be made for students to have individual activities which can be completed at their desks or other areas spaced at least 3 feet apart, forward facing. If students must work together (science experiments, PLTW projects, etc.), groups/pods should be 4 or fewer students and the same students should work together each time.
- Non-masked students should be seated at least 6 feet away from students who wear masks.

#### Other Considerations

- At lunch, students should be distanced as much as possible. If a class is using smaller group pods for projects, consider putting those students together for lunch.
- According to the Indiana Department of Health, “For school day activities, it is not necessary to contact trace in situations where the students, teachers and staff are outside.” Students who stay in the same area close together (groups of students who just want to sit & talk, etc.) need to maintain a 6 foot distance unmasked.
- Continue to clean/spray classrooms and common-use items as necessary.