

Work Based Learning Protocols

I. Introduction.

The purpose of this Work Based Learning Protocols is to provide guidance to students and parents participating in Work Based Learning (WBL) programs. For some, the virus can be deadly, and for those that recover, the virus can cause lasting damage. COVID-19 is one of the most communicable diseases seen in recent years. Thus, these protocols should be diligently followed, but it is important to understand that they do not guarantee that a student participating in WBL and following these procedures will not contract COVID-19. There is an inherent risk that even if a student fully complies with these protocols they may still, nonetheless, contract COVID-19.

II. About COVID-19.

COVID-19 is a highly contagious virus that causes fever, cough, shortness of breath, chills, muscle pain, headache, sore throat, and a new loss of taste or smell. The virus is thought to spread mainly from person to person through respiratory droplets produced when an infected person coughs, sneezes, or speaks. These droplets land on the mouths and noses of people who are nearby, or can be inhaled into the lungs. Spread is more likely when people are in close contact with one another (within about 6 feet). Because COVID-19 spreads mainly through respiratory droplets, the Center for Disease Control (CDC) recommends wearing a cloth face covering in public settings, particularly where other social distancing measures are difficult to maintain, such as grocery stores, pharmacies, and gas stations. In addition, although some people will exhibit the symptoms above, some people will not exhibit any symptoms from the virus, but will be contagious.

III. Recommended Protocols

a. Circumstances when a Student should not Report to their WBL Program.

1. Students should not report to a WBL program if they are sick or experiencing any of the following symptoms: fever, cough, shortness of breath or difficulty breathing, repeated shaking with chills, muscle pain, headache, sore throat, or loss of taste or smell.
2. Students should not report to a WBL program if they have a temperature of 100.4 or higher. Should a student experience any of the symptoms list in (1) above or experience a fever of 100.4 or higher, you should consult the Families First Coronavirus Response Act for more information regarding rights and benefits.
3. If a student experiences any symptoms listed in (1) or has a fever of 100.4 or higher, they are required to stay home for at least seven (7) days, including three (3) consecutive days with no symptoms.

b. Protocols Prior to Reporting to a WBL Program.

1. Students should ensure they have all of their personal protective equipment (PPE) with them prior to reporting to their WBL program. This includes their cloth mask and, where appropriate, their gloves.
2. Students should pack any necessary food and/or drink they will need throughout the day in freshly-washed containers. It is not recommended that students leave their WBL program to purchase food. If students are going to purchase food, they should remove the food from the pre-packaged container and place it on a freshly-washed dish or on fresh disposable plate that only they have handled after washing/sanitizing their hands. Students should bring their own utensils, but if they forget their utensils, they should use fresh disposable utensils that only they have handled after washing/sanitizing their hands.
3. If a student is walking to their WBL program, they should don their face mask prior to entering any building. If they are being driven, they should have their mask with them in the vehicle.

c. Protocols upon Arriving at their WBL Program.

4. If the student drove, the student should put on their mask prior to entering any building and keep their mask on while at their WBL program.
5. If the student walked, the student should keep their face mask on while at their WBL program.
6. Upon arriving at their WBL program, the student should wash their hands for at least 20 seconds making sure to wash in between their fingers, beneath their finger nails, and their wrists. If soap and water are not available, and hands are not visibly dirty, students may use an alcohol-based hand sanitizer that contains at least 60% alcohol. However, if hands are visibly dirty, the student should always wash their hands with soap and water.
7. The student should report to their WBL program whether they have experienced any symptoms listed in III(a)(1) or have had a fever of 100.4 or greater. Again, if the student has experienced any of the symptoms in III(a)(1) or had a fever greater than 100.4, they should not report to their WBL program. If they experience any symptoms or a fever as the day progresses, the student should immediately alert their WBL program and return home.
8. Upon arriving at their work space, the student should ensure that their space has been cleaned and sanitized. If disinfectant is available, the student should disinfect all commonly used surfaces, including their keyboard, mouse, telephone, computer, and arms of their chair. The

student should clean and sanitize their work space upon arrival, before they leave, and after anyone else uses their space.

9. While at their WBL program, students should observe strict social distancing, remaining at least six (6) feet apart from surrounding persons. This includes both other employees and any visitors to the WBL program. Students should enforce social distancing expectations while at their WBL.
10. Students should wear a facemask or other cloth covering that covers their mouth and nose when in the presence of others.
11. Students should wash their hands frequently, including after removing gloves and after coming in contact with someone else, particularly someone who is ill. Students should wash their hands with soap and water for 20 seconds, making sure to wash in between their fingers, beneath their finger nails, and their wrists. If soap and water are not available, and hands are not visibly dirty, students may use an alcohol-based hand sanitizer that contains at least 60% alcohol. However, if hands are visibly dirty, the student should always wash their hands with soap and water.
12. Students should consider bathrooms at their WBL program to be public spaces and treat them as such. These means washing their hands after using the bathroom and using a tissue or paper towel to touch the exit door handles, bathroom doors, or toilet handles. If the student touches a door handle in between using the restroom and returning to their work station, they should wash or sanitize their hands.

d. Protocols for Leaving a WBL program.

1. Before leaving their WBL program, students should sanitize their workstation and their hands. They should place their facemask back on if it was taken off and proceed to follow the same hygiene protocols noted above.

IV. Recommended Protocols for parents.

The State of Vermont has worked closely with the CDC and VOSHA to provide general guidelines for employees to return safely to the workplace. Each employer is required to provide a COVID-19 Health Plan per Vermont regulations. Parents should obtain a copy of the WBL program's Health Plan and carefully review it with their student prior to the student attending a WBL program.

The General Duty Clause, Section 5(a)(1) of OSHA, requires employers to furnish each employee a place of employment free from recognized hazards that are causing or likely to cause death or serious physical harm. Each WBL program should have a designated on-site Health and Safety Officer(s) whose role is to monitor the activity within the WBL program to ensure compliance with mandatory health and safety regulations. Parents and students should

know who the on-site Health and Safety Officer is at their respective WBL program. If the parent or student does not know who the Health and Safety Officer is, they should inquire with the WBL program. In addition, all students are required to review the document put out by VOSHA on Mandatory Health and Safety Requirements, complete the certificate attached to the training, and submit the certificate to the WBL program's human resource department. In addition, students must provide a copy of their certificate to the District prior to participating in any WBL program.

V. Conclusion.

As Vermont slowly begins to reopen, it is important that we all take precautions to prevent and slow the spread of the COVID-19 virus. Additional information about COVID-19 as well as Vermont's reopening procedures can be found at <https://www.healthvermont.gov/topic/coronavirus-covid-19>. By following these protocols, we can ensure that students participating in their WBL program do their part in preventing and slowing the spread of COVID-19.