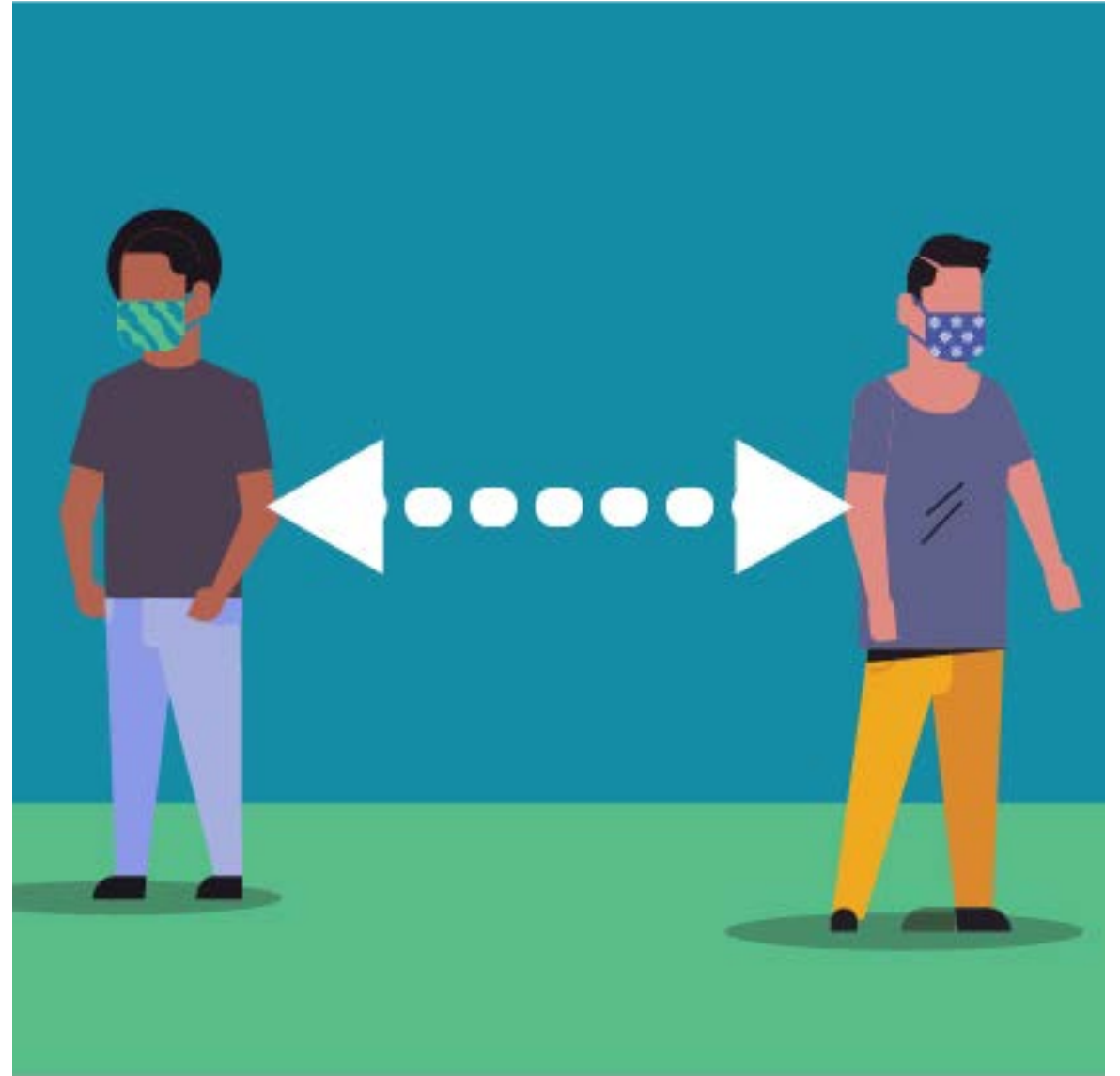


Site Social Distancing  
Coordinator (SSDC)  
Training

Salem Keizer Public Schools





## What is a Site Social Distancing Coordinator (SSDC)?

- Under the Governor's Executive Order No. 20-12, issued on March 23, 2020, all businesses must delegate an officer to establish, implement, and enforce social distancing policies, consistent with guidance from the Oregon Health Authority
- [https://www.oregon.gov/gov/Documents/executive\\_orders/eo\\_20-12.pdf](https://www.oregon.gov/gov/Documents/executive_orders/eo_20-12.pdf)



## Executive Order No. 20-20

- Every public school must ensure the accessibility of learning to every student, as well as the delivery of services that promote student health, safety, and well-being. Action is required to ensure the continuity of high-quality education, in a fair and equitable manner, while protecting public health and safety.

- [https://www.oregon.gov/gov/Documents/executive\\_orders/eo\\_20-12.pdf](https://www.oregon.gov/gov/Documents/executive_orders/eo_20-12.pdf)


# Why do we need a Site Social Distancing Coordinator?

- To support the Governor's Executive order and Salem Keizer Public Schools [QAM-RSK W041](#)



# DEFINITIONS OF ROLES

- **Site Social Distancing Coordinator (SSDC):** A position of management or leadership appointed by the Social Distancing Officer. Department administrators or school principals are primary SSDCs
- Additional **SSDCs** may be assigned depending on school enrollment size and need
- **Exemptions for SSDCs:** Individuals identified as at-risk are exempt from filling the SSDC
- **Social Distancing Officer (SDO)** Director of Safety and Risk Management Services, or designee, as appointed by the Chief Operations Officer

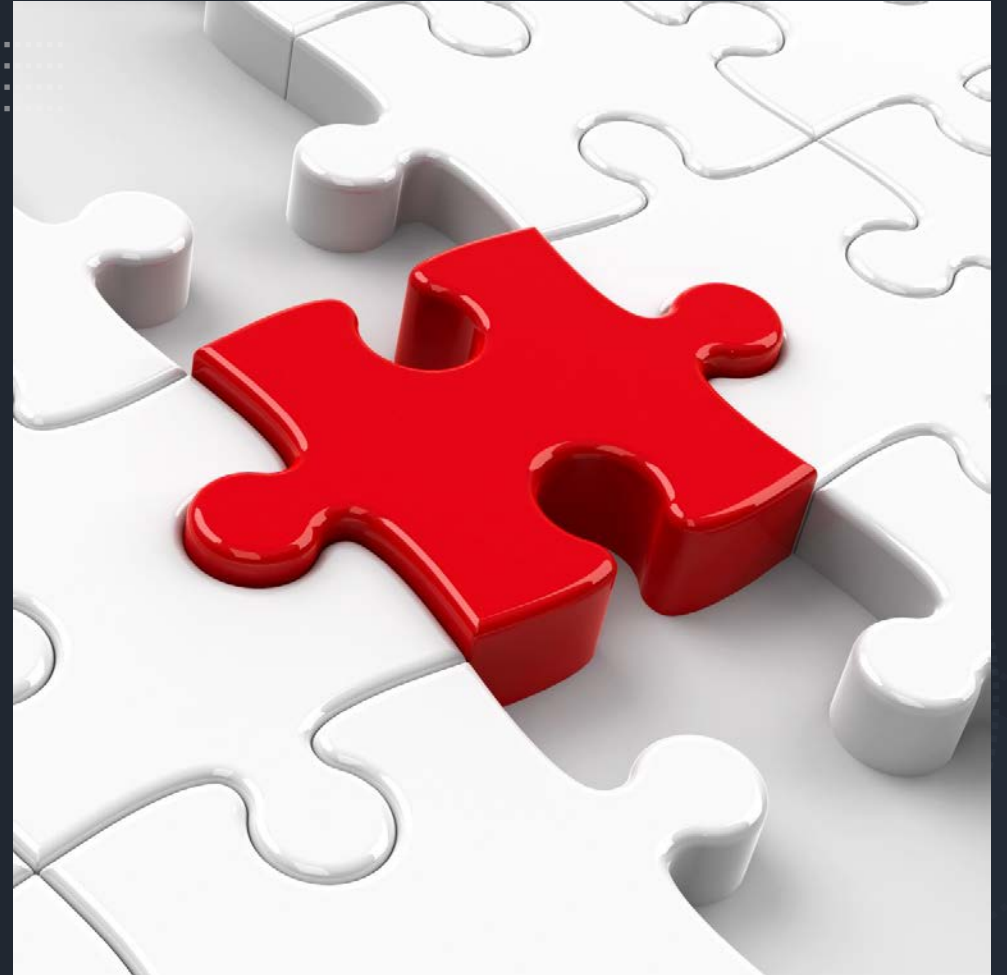


OVERVIEW OF  
RESPONSIBILITIES  
FOR A SITE SOCIAL  
DISTANCING  
COORDINATOR  
(SSDC)



- Be onsite when other staff are present

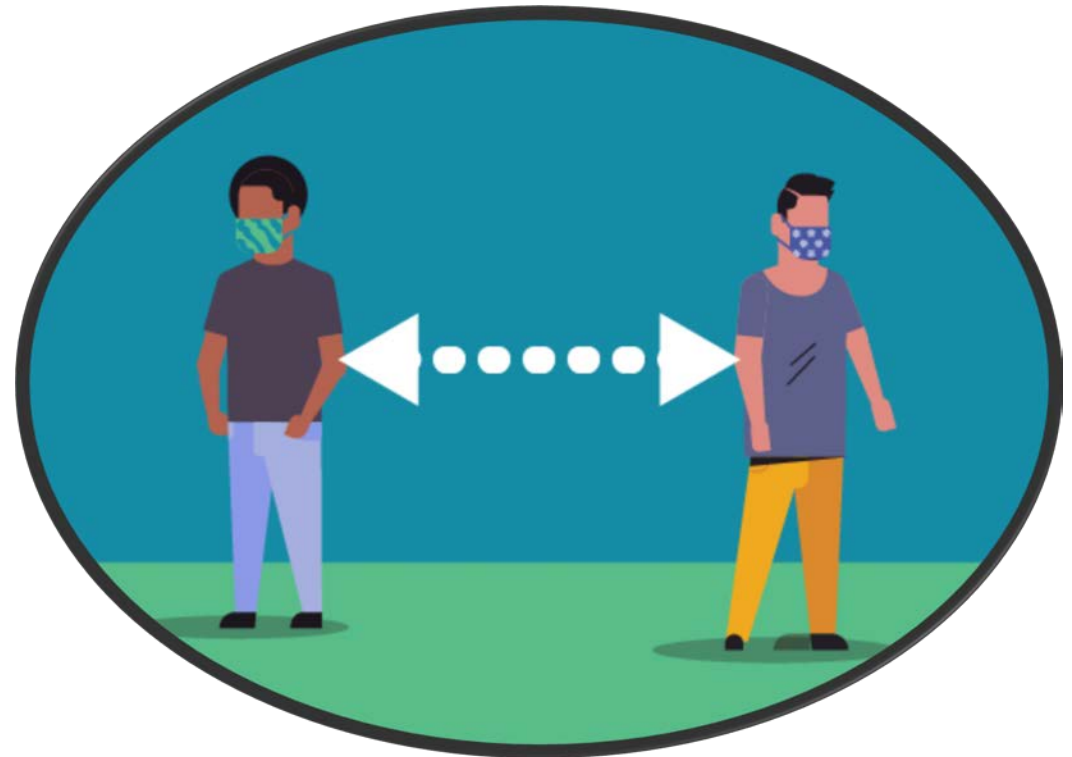
- Identify an **on-site location** for staff to be self-isolated if symptoms present during work
- Self-Isolated area should be well ventilated with access to a chair, phone and exit





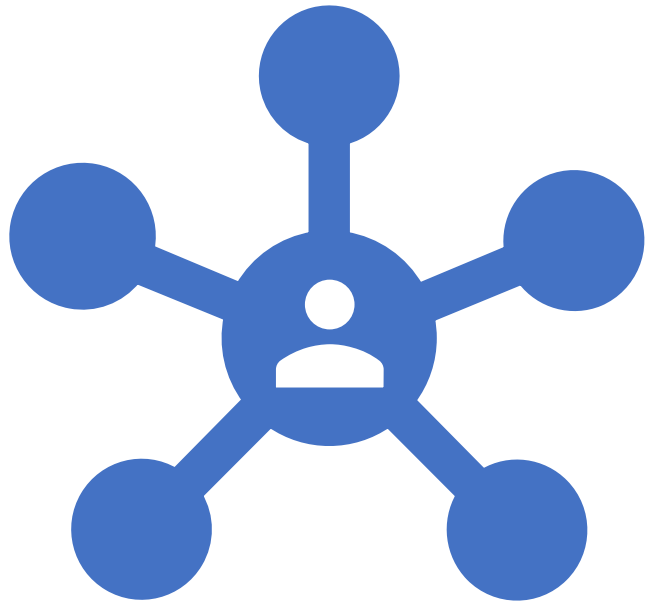
- Establish required social distancing guidelines for their site

\*even staff members from same households while on district property






- Communicate to SDO any concerns and request any site assistance needs for their appointed location
- Please contact Safety and Risk Management Services at 503.399.3070 for direction before allowing an inspection. Examples: OSHA, Fire Department



- Coordinate any operation that requires personnel to enter the buildings.
- Limit number of staff members so the 6ft social distancing rule can stay in effect at all times.

- 
- Track all personnel who enter and exit the building

\*Please keep and submit all tracking logs to the SDO

Identify a singular entry and exit point



- CLEARLY LABEL DOORS FOR ENTRY AND EXIT

- Maintain a supply of gloves, sanitizer, and other cleaning supplies for staff use



Ensure all staff complete the self-check before entering the building

\*Ensure staff have completed all CDC recommended steps before returning to work, if they had COVID-19



## Feeling Sick?

Stay home when you are sick!

If you feel unwell or have the following symptoms please leave the building and contact your health care provider. Then follow-up with your supervisor.

**DO NOT ENTER** if you have:



FEVER



COUGH



SHORTNESS OF BREATH



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[cdc.gov/CORONAVIRUS](https://www.cdc.gov/CORONAVIRUS)

### How to discontinue home isolation



• People **with COVID-19 who have stayed home (home isolated)** can stop home isolation under the following conditions:

- **If you will not have a test** to determine if you are still contagious, you can leave home after these three things have happened:
  - You have had no fever for at least 72 hours (that is three full days of no fever without the use of medicine that reduces fevers)AND
  - other symptoms have improved (for example, when your cough or shortness of breath has improved)AND
  - at least 7 days have passed since your symptoms first appeared.
- **If you will be tested** to determine if you are still contagious, you can leave home after these three things have happened:
  - You no longer have a fever (without the use of medicine that reduces fevers)AND
  - other symptoms have improved (for example, when your cough or shortness of breath has improved)AND
  - you received two negative tests in a row, 24 hours apart. Your doctor will follow CDC guidelines.

**In all cases, follow the guidance of your healthcare provider and local health department.** The decision to stop home isolation should be made in consultation with your healthcare provider and state and local health departments. Local decisions depend on local circumstances.

## ADDITIONAL RESOURCES



- [Click here](#) to learn how to take on/off gloves without contamination.
- [Click here](#) to learn how to properly wear a face covering
- [Click here](#) to submit your entry logs.
- [Click here](#) to order more supplies.
- [Click here](#) to request assistance from Safety and Risk Management Services.