

Schools and Childcare Programs

Checklist for Teachers

Teachers: Get Your School Ready for Coronavirus Disease 2019

You can protect yourself and your students by practicing and promoting healthy habits during the school year. Use this checklist to plan and take action if a COVID-19 outbreak occurs in your community.

PLAN AND PREPARE

Encourage students to stay home if sick.

- » If your student gets sick at school, keep the sick student away from well students until picked up. Encourage your student to stay home if they are sick with any illness.

Clean and disinfect frequently touched surfaces and objects in the classroom.

- » [Follow CDC's guidance for cleaning and disinfecting community facilities, such as schools.](#)

Monitor absenteeism.

- » Let administrators know if you see a large increase in absenteeism.

Talk to your administrators about plans for teaching through digital and distance learning.

IF YOUR SCHOOL IS DISMISSED

Implement a plan to continue educating students through digital and distance learning (*if applicable*).

Seek guidance from your school administrator to determine when students and staff should return to schools.

Duration of school dismissals will be made on a case-by-case basis based on the most up-to-date information about COVID-19 and the specific situation in your community. Students and staff should be prepared for durations that could last several days. Administrators should work with their local health authorities to determine duration of dismissals.

