



# State of Oregon

## Department of Public Safety Standards and Training

### SAFETY AND HEALTH PROTOCOLS FOR THE RETURN OF BP 397

The Department of Public Safety Standards and Training (DPSST) is excited for the return of Basic Police Class #397. As a result of the current COVID-19 pandemic situation, the agency has implemented increased safety and sanitation protocols to help protect the safety and health of all students and staff on the Oregon Public Safety Academy (OPSA) campus in preparation for this training event.

The purpose of this document is to communicate those protocols and to convey expectations of all persons involved in the delivery of this training. Adjustments to any or all of these plans or protocols will be made as necessary in order to comply with new or updated guidelines issued by the CDC or State of Oregon, or as deemed necessary by the DPSST.

**IMPORTANT NOTE:** While the implementation of the additional safety and health protocols explained in this document will help mitigate the risk of spreading or contracting the COVID-19 virus, the DPSST cannot eliminate the risks associated with COVID-19 completely. **All students and staff retain personal responsibility for their individual health and safety. Any individual who feels unsafe or ill at any time during the delivery of this training, or any event associated with the delivery of this training is required to immediately notify a DPSST staff member and cease engagement in any or all activities.**

#### Section 1 - CDC Guidance:

The DPSST adopts the Center for Disease Control and Prevention (CDC) guidance on how to protect oneself and others from the COVID-19 virus.

This guidance includes:

- Knowing how the virus spreads
- Frequent hand washing/sanitation
- Avoiding touching one's eyes, nose or mouth with unwashed/unsanitized hands
- Avoiding close contact with other people
- Covering one's mouth and nose with a cloth cover when around others
- Covering coughs and sneezes using a tissue or the inside of one's elbow
- The frequent cleaning and disinfecting of regularly touched surfaces

Source: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>

In addition, the CDC recommends an awareness of COVID-19 symptoms and the constant self-monitoring signs of illness. Symptoms may appear 2-14 days following exposure to the virus and may vary from mild to severe.

Symptoms include:

- Cough
- Shortness of breath
- Fever
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache

- Sore throat
- New loss of taste or smell

Source: <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

The following are **emergency warning signs** and symptoms of COVID-19 that may suggest the need for urgent medical attention:

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion or inability to be awakened
- Bluish lips or face

## **Section 2: Changes to the Delivery of the Basic Police Course to Mitigate COVID-19 Risks:**

NOTE: Specific training events and safety protocols for each event can be found in Section 4 of this document.

- All students and staff requiring lodging during the training will be placed in a single-occupancy room, with access to a bathroom. Cleaning/Sanitization of individual rooms remain the responsibility of the occupant. EPA-approved cleaning and sanitation supplies will be made available by DPSST.
- The students of BP397 will be split into smaller groups to facilitate social distancing and minimize crowd size during most training events. Two classroom sessions will involve all students, as will mealtimes and graduation. These events will occur in the Blue Range which will allow for appropriate spacing and ventilation.
- Airflow will be increased by opening doors when possible and transferring training events outdoors when appropriate.
- Additional personal protective equipment (PPE) will be made available, and hourly breaks will be built into all close contact training events (training occurring within 6 feet of another person) to allow for the decontamination, cleaning and sanitation. Students will be assigned training partners to complete all close contact training to minimize cross-contamination.
- The wearing of nitrile gloves will remain optional during any training event. Gloves of various sizes will be provided by DPSST. Students will be required to bring and wear duty gloves to wear during close contact training events.
- Students and staff will be required to wear cloth masks during some close contact training. The wearing of masks will remain optional during other trainings. Two reusable cloth masks will be provided by DPSST.
- Safety checks for entry into Scenario Village will occur on the Blue Range to allow for appropriate social distancing.
- Restrictions and increased scheduling and sanitation measures have been implemented surrounding use of the Academy gym or recreational equipment.
- Students and staff will not be allowed in the DPSST cafeteria. Meals will be pre-packaged and served on the Blue Range to limit cross-contamination and to allow for appropriate social distancing.
- The temperature of all students and staff will be taken at the beginning of the each day, and again after lunch. This process will be managed by the DPSST's Safety Coordinator, BP397 Class Coordinator or Lead Instructor using a non-contact thermometer. Students or staff with a temperature of 100.4 F or above will be removed from training activities pending further medical evaluation.

- Students or staff member who demonstrate signs of illness may be restricted to a dorm room or sent home until further medical evaluation can be conducted. A written release from a medical doctor may be required prior to allowing a student or staff member to reengage in training.
- Immediate notification will be made to all students, their employing agencies and DPSST staff following the demonstration of any signs of illness or elevated temperature in any student, staff member or campus visitor.

### **Section 3 - DPSST Implementation of Best Practices/Safety Protocols:**

The COVID-19 virus is thought to be spread mainly from person to person through respiratory droplets produced when a person coughs, sneezes or talks. Recent studies have suggested that the virus may be spread by people not showing any symptoms of illness.

The DPSST recommends that all students and staff treat all interactions with others as a potential asymptomatic carrier of the virus and follow the CDC guidelines.

#### Self-Monitoring

Self-monitoring for signs of illness is essential for the safe delivery of this training. **Any individual displaying any symptoms of illness must remove themselves from training and report their illness to a DPSST staff member immediately. Emergency personnel will be contacted in response to individuals displaying emergency warning signs or symptoms.**

#### Hand Washing/Sanitation

Hands should be washed with soap and water for at least 20 seconds. If handwashing is unavailable, a hand sanitizer that contains a concentration of alcohol of 60% or greater should be used, rubbing hands until dry.

Students and staff will be encouraged to wash or sanitize their hands frequently throughout the day, especially after touching any exposed hard surface, such as door knobs and light switches.

To assist these efforts, DPSST:

- Has incorporated extra time for hand sanitation into each portion of the training schedule;
- Has placed touchless hand sanitizing stations strategically throughout the campus; and
- Is recommending that students and staff also have on their person a small bottle of hand sanitizer in order to be sure protocols are followed when not in close proximity to a sink or sanitizing station. (Note: Due to supply issues, these cannot be provided by DPSST.)

The increase of hand washing and additional use of alcohol based sanitizers can result in lost moisture of the skin. It is recommended that students and staff use a skin moisturizing ointment or cream to combat dry, cracked skin.

#### Social Distancing

During all on-campus events, the DPSST requires social distancing of at least six feet in accordance with state and federal guidance. Mealtimes, lodging accommodations and most training events have been carefully designed to ensure this distance can be observed at all times. Additional PPE will be provided by DPSST and extra precautions observed when training events require contact closer than six feet.

Students and staff will be required to practice self-discipline and awareness at all times to avoid personal contact and maintain the required social distancing.

All students and staff are strongly advised to maintain social distancing practices when not present on the OPSA campus to further prevent contamination.

#### Cloth Face Coverings

Cloth masks will be provided by the DPSST for use by students and staff who wish to wear them, or for use when social distancing of 6 feet cannot be observed. It is recommended that cloth masks are washed each evening and allowed to air dry overnight.

#### Sanitation/Disinfection: Training Venues

The DPSST Facilities staff are working feverishly to ensure all areas of the OPSA campus remain safe through the implementation of rigorous daily cleaning, sanitizing and disinfecting schedules.

To assist the efforts, the DPSST has implemented signage protocols on doors throughout the campus to ensure safety and reduce redundant cleaning efforts. These signs indicate the room is sanitized and available for use, or the room has been used and is in need of sanitizing.

While the Facilities staff will continue their diligent efforts, students and staff will be required to assist in these efforts by individually ensuring the routine cleaning and sanitation of various areas and equipment. EPA-approved cleaning and sanitation supplies will be made available by the DPSST at all training venues. Students and staff will be required to wipe down desks, tables and other equipment before and after each training event.

#### Sanitation/Disinfection - Equipment

Students and staff who have been issued or have purchased equipment for training (i.e. restraints) will be required to keep their equipment sanitized after each use. Again, EPA-approved cleaning and sanitation supplies will be made available by the DPSST at all training venues, as well as in the dormitories.

Students and staff will be issued portable radios and other necessary gear for use throughout the training. Students and staff will be responsible for the care, maintenance and sanitizing of this equipment under the same guidelines.

Students or staff should not borrow or loan equipment to or from another person unless absolutely necessary, to include pens, safety gear, etc. If it is necessary to share equipment, the equipment should be thoroughly sanitized and disinfected prior to transfer and again upon its return.

#### Hallways/Stairways

Students and staff should avoid close contact in hallways. Congregation in hallways or otherwise hindering the free flow of persons and equipment is prohibited.

Students and staff should walk next to (hug) the walls to their right when moving about to provide the appropriate amount of distance when meeting others.

#### Classrooms

All classroom activities will respect social distancing guidelines. A majority of classroom events will occur by splitting the students into smaller groups. Two classroom events will involve all 38 students and will occur on the Blue Range to allow for proper social distancing while continuing to provide an environment conducive to learning and training.

### Dormitories

Dormitory rooms will be single occupancy, with only two people assigned to a bathroom. Students and staff will be responsible for the daily cleaning and sanitation of their living space and bathroom. EPA-approved cleaning and sanitation supplies will be provided by the DPSST.

Students and staff are prohibited from visiting/socializing in dorm rooms not assigned to them. The use of the recreational lounges and entertainment equipment after hours, including pool tables, foosball tables and table tennis equipment is allowable only when its use can be done while respecting social distancing protocols. Students or staff who use this area or any equipment will be required to thoroughly clean and sanitize all areas and equipment used.

Additionally, to ensure the proper social distancing only one person at a time will be permitted at the reception desk.

### Gym Use

Gym use will be made available to one student or staff member at a time to allow for appropriate social distancing during use, and proper cleaning and sanitation after. Students or staff wishing to use the gym will be required to reserve a time using the signup sheet outside of the gym.

### Meals & Refreshments

To minimize cross-exposure, cleaning and sanitation requirements, students and staff will not be allowed into the DPSST cafeteria while on campus. Instead, the Blue Range will be temporarily transformed into a dining hall during meal times.

Meals will be pre-prepared and served and tables and chairs will be arranged to allow for social distancing during mealtimes. Bottles of water will be provided throughout the training day by DPSST.

### **References:**

CDC Symptoms for Coronavirus

<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

CDC Protect Yourself and Others

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>

CDC Cloth Face Coverings

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>

CDC Cleaning and Disinfecting

<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>

CDC Cleaning Vehicles

<https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/disinfecting-transport-vehicles.html>

**SECTION 4 - TRAINING SCHEDULE/SPECIFIC SANITATION PROTOCOLS (SP):**

SP 1	SP 2	SP 3	SP 4
<ul style="list-style-type: none"> <li>• Hand Sanitation</li> <li>• Surface Sanitation</li> <li>• Personal Towel</li> <li>• 6' Spacing</li> </ul>	<ul style="list-style-type: none"> <li>• 1 Person Per Car</li> <li>• Hand Sanitation</li> <li>• Surface Sanitation</li> <li>• Face Mask</li> <li>• Gloves</li> <li>• Eye Protection</li> </ul>	<ul style="list-style-type: none"> <li>• 6' Spacing</li> <li>• Hand Sanitation</li> <li>• Surface Sanitation</li> </ul>	<ul style="list-style-type: none"> <li>• Hand Sanitation</li> <li>• Surface Sanitation</li> <li>• Face Mask</li> <li>• Gloves</li> <li>• Helmets / Neck Guards / Shield</li> </ul>

<b>Week 13 Day 1 (Monday, 5/11)</b>			
Orientation – Blue Range			
<b>Week 13 Day 2 (Tuesday, 5/12)</b>			
		PT 33 – Blue Range (SP 1)	
06:00 - 06:30	Group B		
06:45 - 07:15	Group A		
	SFST 1 (1) – Blue Range (SP 1)	VS 3 (1) – EVOC & Village (SP 2)	
08:00 - 12:00	Group A	Group B	
13:00 - 17:00	Group A	Group B	
<b>Week 13 Day 3 (Wednesday, 5/13)</b>			
	SFST 2 – Blue Range (SP 1)	VS 4 (1) – EVOC & Village (SP 2)	
08:00 - 12:00	Group A	Group B	
13:00 - 15:00	Group A (Legal)	Group B	
15:00 - 17:00	Group A (Reports)		
<b>Week 13 Day 4 (Thursday, 5/14)</b>			
		PT 34 – Blue Range (SP 1)	
06:00 - 06:30	Group A		
06:45 - 07:15	Group B		
	VS 3 (1) – EVOC & Village (SP 2)	SFST 1 (1) – Blue Range (SP 1)	
08:00 - 12:00	Group A	Group B	
13:00 - 17:00	Group A	Group B	
<b>Week 13 Day 5 (Friday, 5/15)</b>			
	VS 4 (1) EVOC & Village (SP 2)	SFST 2 – Blue Range (SP 1)	
08:00 - 12:00	Group A	Group B	
13:00 – 15:00	Group A	Group B (Legal)	
15:00 – 17:00		Group B (Reports)	

Week 14 Day 1 (Monday, 5/18)		
	PT 35 – Blue Range (SP 1)	
06:00 - 06:30	Group A	
06:45 - 07:15		Group B
	Scenario 5 – Village (SP 1)	EVO 10 - EVOC (SP 2)
08:00 - 12:00	Group A	Group B
13:00 - 17:00	Group B	Group A
Week 14 Day 2 (Tuesday, 5/19)		
	EVO 11 – EVOC (SP 2)	DT 21/22 - Village (SP 4)
08:00 - 12:00	Group A	Group B
13:00 - 17:00	Group B	Group A
Week 14 Day 3 (Wednesday, 5/20)		
	PT 36 – Blue Range (SP 1)	
06:00 - 06:30	Group B	
06:45 - 07:15		Group A
	DID (1) – Blue Range (SP 3)	
08:00 - 12:00	DID (1)	
13:00 - 17:00	DID (2)	
Week 14 Day 4 (Thursday, 5/21)		
	FA 13 – Red and White Range (SP 3)	UOF Scenario 5 (SP 4)
08:00 - 12:00	Group A	Group B
13:00 - 17:00	Group C	Group A
Week 14 Day 5 (Friday, 5/22)		
	PT 37 – Blue Range (SP 1)	
06:00 - 06:30	Group A	
06:45 - 07:15		Group B
	Bombs (SP 3) / Dry Lab - Blue Range (SP 1)	
08:00 - 10:00	Group A & B	
10:00 - 12:00	Group A & B	
13:00 - 17:00	Group A & B	

Week 15 Day 1 (Monday, 5/25)		
	Crash (1) – Blue Range (SP 3)	Crash (2) – Blue Range (SP 3)
08:00 - 12:00	Group A & B	
13:00 - 17:00		Group A & B
Week 15 Day 2 (Tuesday, 5/26)		
	PT 38 – Blue Range (SP 1)	
06:00 - 06:30	Group B	
06:45 - 07:15		Group A
	FA 14 – Red & White Range (SP 3)	Scenario 6 – Village (SP 1)
08:00 - 12:00	Group A	Group B (1)
13:00 - 17:00	Group B	Group A (1)
Week 15 Day 3 (Wednesday, 5/27)		
	DT 23 – Village (SP 4)	Admin time – Blue Range (SP 3)
08:00 - 12:00	Group A	Group B
13:00 - 17:00	Group B	Group A
Week 15 Day 4 (Thursday, 5/28)		
	PT 39 – Blue Range (SP 1)	
06:00 - 06:30	Group A	
06:45 - 07:15		Group B
	FA 15 – Red & White Range (SP 3)	Scenario 6 (2) - Village (SP 1)
08:00 - 12:00	Group A	Group B
13:00 - 17:00	Group B	Group A
Week 15 Day 5 (Friday, 5/29)		
	Final Exam – Blue Range (SP 3)	Project Time 5 - Off Campus
07:15 – 09:15	Group A	
09:30 – 11:30	Group B	
13:00 – 17:00		Group A & B



Week 16 Day 1 (Monday, 6/1)		
	Scenario 7 - Village (SP 1)	UOF Scenario 6 – Red & White Range (HS 4)
08:00 - 12:00	Group A	Group B
13:00 - 17:00	Group B	Group A
Week 16 Day 2 (Tuesday, 6/2)		
	PT 40 – Blue Range (SP 1)	
06:00 - 06:30	Group B	
06:45 - 07:15		Group A
	Mock Trial – Blue Range (SP 3)	Scenario 8 – Village (SP 1)
08:00 - 12:00	Group B	Group D
13:00 - 17:00	Group C	Group A
Week 16 Day 3 (Wednesday, 6/3)		
	Mock Trial – Blue Range (SP 3)	Scenario 8 – Village (SP 1)
08:00 - 12:00	Group A	Group C
13:00 - 17:00	Group B	Group D
Week 16 Day 4 (Thursday, 6/4)		
	PT 41 – Blue Range (SP 1)	
06:00 - 06:30	Group A	
06:45 - 07:15		Group B
	Resiliency 3 – Blue Range (SP 3)	
08:00 - 12:00	Group A & B	
13:00 - 17:00	Graduation	

# State of Oregon

## Department of Public Safety Standards and Training

### Additional Training Venue Safety and Health Protocols

In the interest of current health and safety standards as a result of the COVID-19 virus, the DPSST has implemented additional protocols to reduce the potential for infection from the Coronavirus pandemic.

- Issuance of radios, safety equipment, SimGuns with blanks, PPE and other items to avoid cross contamination.
- Safety/Health Screening upon entering Range.
- Entry to and exit from buildings via bay doors rather than man doors when available. If the building has no bay doors, man doors can be propped open to avoid repeated handle contact.
- Assignment of partnered students for the duration of training to avoid mass contamination.
- Handcuffs and other implements if used on someone, will be sanitized after each use.
- If applicable, scenarios will be stopped at the time of potential contact.
- Maintain 6 foot social distancing whenever applicable.
- PPE required for training not within 6 feet social distancing guidelines, i.e., Defensive Tactics, Handcuffing, potential for confrontation scenarios.
- Open air training when feasible.
- Personal equipment and issued equipment decontaminated by student each night, neck guard, gloves, masks, handcuffs, etc.
- Reduced student training groups whenever possible.
- Sanitation supplies at each training venue.
- Vehicle sanitation guideline / checklist.
- Hydration fluids to be brought by the students / staff to avoid contamination areas.
- No loaning or sharing of equipment unless necessary, and sanitizing will take place before and after the use.

Each training venue coordinator has put together modified training plans to accommodate a safer training environment. The steps have been implemented to reduce the risk of infection.

**State of Oregon**  
**Department of Public Safety Standards and Training**  
Acknowledgement of Health and Safety Protocols for BP397

I, \_\_\_\_\_, hereby affirm I have read, understand and will abide by the health and safety protocols as outlined in the attached documents.

I understand that this is a fluid transition back to training, and that training and/or safety and health protocols may change at any time to ensure the training is valid and the health and welfare of all is taken into consideration.

I understand that my health and safety is DPSST's first priority, but that risk of physical injury or exposure to illness cannot be completely mitigated during the delivery of and participation in this training. I understand my individual health and safety remains my personal responsibility and will immediately notify a DPSST staff member if I feel at all unsafe or ill at any time before any training event, during any training event, or in any environment associated with this training.

I affirm that I am not sick at this time and will self-monitor for symptoms related to the COVID-19 virus throughout my participation in this training program, and my stay on the Oregon Public Safety Academy campus. If I feel at all ill, I will immediately report my illness to a DPSST staff member.

---

Signed

Date

---

Printed Name