



Science Hall Elementary School



COVID 19 Campus Safety Plan 2020-2021

Parent Letter

Important Hays CISD Resources

- The Hays CISD 2020-2021 COVID-19 RESPONSE PLAN - <https://www.hayscisid.net/theplan>
- A Day in the Life of a Hays CISD Student
 - The direct video link is: <https://www.hayscisid.net/dayinthelife>.

Dear Parents,

I hope this message finds you and our students well. I am writing to share some important information as we prepare for the beginning of the school year. In this message you will find our plan for learning for the first 3 weeks, the SHE Campus Safety Plan for in person learners, important dates and a Student Parent safety agreement. We are very excited to be so close to the beginning of a new school year and look forward to seeing our students virtually and in person. As always feel free to reach out to me if you have any questions.

First three week plan

For the first 3 weeks all of our students will participate in Virtual Learning. We do have some families that selected for our students to participate in In Person Virtual learning. This means students will be on campus, supported by Instructional Assistants and non classroom teachers as they participate in Virtual Learning. In person Virtual Learners will have the opportunity to have breakfast, lunch, recess and a modified specials schedule. Our At Home Virtual learners will participate in different instructional blocks with their teacher in Synchronous and Asynchronous virtual sessions. We are working diligently with teachers to plan for instruction that will engage and help students to grow academically.

Important Dates:

- **Schedule Release** - September 3rd
- **Meet the Teacher** - September 3rd
 - Teachers will contact parents to introduce themselves and schedule virtual sessions
 - We will have a Meet the teacher Parade September 3rd from 6:30-7:00
- **Supply/Material Pick Up** - September 4th from 8:00-12:00 and 1:00-3:00
- **First Day of School** - September 8th

SHES Campus Safety Information

SCREENING

- Educators, staff and students are expected to self screen and follow the screening expectations below daily.
- [Student Requirements for Access to District Property](#)
- Teachers will monitor students and refer to the nurse if any symptoms are present.



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PERSONAL PROTECTIVE EQUIPMENT / FACE COVERINGS

- It is the campus expectation that staff and students wear a face covering at all times while on campus. Teachers and Administrators will be monitoring and you are kindly asked to assist with helping us all stay safe by wearing a face covering.
 - In order to protect our students and staff, face coverings will be required for all students and staff at school where maintaining 6 feet apart is not possible. Masks include non-medical grade disposable face masks, face coverings (over the nose and mouth).

HEALTHY HYGIENE PRACTICES

- The school has signage encouraging preventive measures such as hand washing, 6ft. social distancing, and indicators of illness. This signage will be in classrooms, cafeteria, library, common areas, office and outside doors.

CAMPUS VISITORS AND EVENTS

- Per district guidelines, visitors are not allowed on campus except for the reception area. Upon arrival at SHES, parents will be greeted by a sign at the door that ask them to self identify any symptoms.
- If visitors show no signs or symptoms then they will enter max 2 persons at a time with additional visitors waiting in the foyer area. Visitors will maintain spatial distancing as identified by spatial distancing stickers located approximately 6' apart on the floor leading into the front office area.

VOLUNTEERS

- Essential volunteers may be used by campuses to support campus operations, as approved by campus administration, on a case by case basis. No children will be allowed with volunteers.

BUILDING ACCESS

- Building access after the instructional day ends will be limited with the exception for after school care provided by EAC.

WATER FOUNTAINS

- Water fountains are open for bottle filling only, No drinking from water fountains.
- All students are encouraged to bring their own water bottle. All bottles should be labeled with names.

HAND WASHING AND HAND SANITIZER

- The staff and students will be educated on the importance of including handwashing as part of the structure day and the culture of SHES.
- Staff and students will be expected to wash or sanitize their hands regularly (i.e. before and after lunch, before and after recess, before school starts, etc.)
- Hand sanitizer stations will be at the beginning of each hallway and at entrances to the building.



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CLEANING, SANITIZING AND DISINFECTING

- Staff and students will ensure cleaning of workspaces (handles, switches, counter/desk, phone, etc.) throughout the day.
 - Teachers will be provided spray bottles with alcohol to support in disinfecting.
 - Student work areas, special attention to commonly touched surfaces.

SPATIAL DISTANCING

- School administrators have determined capacity for all shared spaces. Capacity will be determined by 6 foot spatial distancing guidelines.

RESTROOM USAGE DURING THE SCHOOL DAY

- A limited number of students will be allowed in the common restrooms.
- Staff and students must wash hands with soap and water prior to returning to class or their seat.

STANDARD CLASSROOM PROCEDURES

- Students in classrooms will be seated with at least 3 feet distance between each student.
- Teachers will be provided disinfectant supplies and will ensure high-touch areas in the classroom are disinfected throughout the day as [per the cleaning protocols](#).
- Staff will have procedures for classroom movement. Dismissals should be orderly, using one way movement whenever possible.

SCHOOL ARRIVAL, DEPARTURE, AND TRANSITION PROCEDURES

All staff will be utilized for duty to maintain a line of sight in hallways and distancing of students in the hallway for arrival, dismissal, and transitions. Teachers will be in their classrooms welcoming students.

ARRIVAL PROCEDURES

- Early bird arrivals are strongly discouraged. Any students dropped off before the building is open will not be allowed inside the building and should remain in their vehicle.
- The Building will open at 7:00 for students.
- Separate entrances will be utilized for car riders and bus riders.
- Parents will not be allowed to walk students to classrooms or into the building; they may walk their student to the foyer entrance.
- In an effort to avoid crowding, Bike riders and walkers should not arrive at school before 7:10.
- Students will proceed directly to the cafeteria to eat breakfast
- Families are encouraged to bring their children to school whenever possible and eliminate using the district transportation as much as possible.

DISMISSAL PROCEDURES

- Campuses will designate staggered dismissal groups and/or times. Staggering the times and groups of walkers, car riders, bus riders, and daycare children will help manage student movement in the building and decrease the risk of potential crowding outside at dismissal time.
- Separate exits will be utilized for car riders, bus riders and walkers..
- Early pickup will not be allowed within one hour of dismissal. Parents needing to pick up their child early from school, will need to properly self-screen, wear a mask, etc.



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MOVEMENT IN THE BUILDING – TRANSITIONS

- When multiple student groups are moving in shared hallways, one-way traffic flow will be established throughout campus hallways to organize student movement.
- Transitions to and from breakfast and lunch will be staggered to ensure social distancing within lines and at tables.
- PK students will eat in their classrooms.

BUS TRANSPORTATION

- Families are encouraged to drop students off, carpool or walk with their student to school to reduce possible exposure on buses.
- Bus Riders will arrive in waves, starting as early as 6:55 am.
 - We will have early arrival personnel assigned
 - Students will wait in the cafeteria sitting at designated seats until 7:10
 - Students may get breakfast if they wish to do so
- Transportation will complete a bus referral to the student's campus regarding any mask violations for follow up with parents by their school administration and notify transportation officials of the outcome.

FIELD TRIPS - All campus field trips will be suspended for the fall semester. The district will reconsider field trips for the spring semester at a later date.

CAFETERIA USAGE-LUNCH AND BREAKFAST

Cafeteria capacity will be based on spatial distancing guidelines. Physical distance will be provided around each occupiable seat to allow for 6 feet between students during mealtime unless physical barriers can be used effectively between students.

- Face coverings may be removed only when actively eating. Students should be encouraged to eat their meal and replace their masks prior to socializing.
- Hand sanitizing stations will be available at entrances and exits of the cafeteria. Students will wash/sanitize hands before entering the cafeteria and after breakfast/lunch.
- No visitors will be allowed during mealtimes.
- No third-party food deliveries will be accepted at any campus.

INTERVENTION/CLASSROOM 'PULL-OUTS'

- Students will be provided pullout services, they will maintain spatial distancing while receiving pullout service

PLAYGROUND AND RECESS

- Teachers will follow recess schedule taking classrooms to the big playground, little playground, field, and basketball court
- Students will wear masks during outdoor activity unless maintaining 6 feet of spatial distancing. Students must maintain social distancing while lining up to return to class.
- Teachers should encourage mask breaks during recess. A mask break is the removal of a mask for short periods of time (for example a few minutes) while at least 6 feet from others.



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SPECIAL AREAS

MUSIC

- Music specials can be held in the music room.

PHYSICAL EDUCATION (PE)

- Whenever possible, physical education classes will be held outside to allow for maximum physical distance between students.

ART

- Art teachers will travel to student classrooms and provide lessons in the classroom.

LIBRARY

- Elementary school librarians will travel to student classrooms and provide curriculum based lessons/book checkout in the classroom.

COMPUTER/TECHNOLOGY

- Computer labs will be reconfigured to promote spatial distancing with a goal of 6 feet and a minimum of 3 feet between students at all times.

VISITS TO THE NURSE'S OFFICE

- In order to prevent potential exposure to infectious diseases teachers will collaborate with school nurse prior to sending students to the campus clinic.



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Parent and Student Commitments to Safety

Parents and Students:

If I plan for my child(ren) to return to a traditional classroom setting when school resumes on September 8, 2020, they will commit to following the safety guidelines outlined below to protect themselves, their peers, and their teachers. In addition to these commitments, the district is asking for student attendees to complete the Student Requirement - Return to District Property. A signed copy will be needed for each student. [Student Requirements - Return to District Property](#)

Student Commitments:

Preparing for the Day and Arriving to School Safely

- **Before I come to school each day**, I or my parent/guardian will check my temperature and assess my symptoms; If I have a fever of 100 or higher, or a cough, shortness of breath, or loss of taste or smell, or if I have been in direct contact with someone who has COVID-19, I will stay home and contact my medical provider.
- **When transportation is available (September 28)**, I will practice social distancing and wear my face covering.
- **I will use hand sanitizer as I board the bus**, and on the bus, I will wear my face covering. My bus will be cleaned daily.
- **If I ride in a car to school**, my parent or guardian will drop me off in the car rider area; parents will not be able to walk me to my classroom or to the cafeteria.
- **When I arrive at school**, I will wear my clean face covering each day.
- **I will bring a water bottle labeled with my name and grade level to school**, as water fountains will be closed for regular use; water fountains may only be used to refill water bottles throughout the day
- **When I am moving about the classroom**, I will wear my face covering and practice spatial distancing.
- **When I am in the classroom**, I will wear my face covering at all times. I understand that if I need a mask break I must maintain 6 feet or more from other students/staff. I will wear my face covering when working in small groups with the teacher or my peers. I will use my own headphones for computer stations, and I will use hand sanitizer before and after I complete my computer tasks. Desks and tables will be spaced out a minimum of three -feet apart and will face in one direction.
- **I will wash my hands frequently or use hand sanitizer throughout the day.**
- **When I am changing classes or going to a special area class**, I will wear my mask and practice social distancing. I will follow one-directional signs in hallways and on stairways.
- **When I am in music, art, STEAM, P.E. and technology/elective classes**, I will practice social distancing and wear my face covering at all times including while singing.
- **In the cafeteria**, I will wear my face covering when waiting in line for food, and I will practice social distancing. Before picking up my food, I will use hand sanitizer. Tables will face in one direction, and will be spaced at least six-feet apart. I may remove my mask while eating but will put my mask back on as soon as I finish eating.