



COVID 19 Campus Safety Plan 2020-2021 Parent Letter

District Reference materials

Hays CISD 2020-2021 COVID-19 Response Plan- <https://www.hayscisd.net/theplan>

A Day in the Life of a Hays CISD Student- COVID-19 Style- <https://www.hayscisd.net/dayinthelife>

At Barton Middle School we are committed to providing a safe and positive learning environment for all students, staff and parents.. These safety measures in response to COVID-19 are based on the most current information available from local health officials and regulatory authorities. Changes and adjustments to these protocols may be necessary to continue to comply with federal, state, county, and city guidelines. These standards and protocols will be updated as we learn new information and improved ways to combat the COVID global pandemic.

Barton Middle School Hours Building will open at 7:40 and close at 4:05

Weeks 1-3 of Virtual Learning will follow the bell schedule detailed in this link (pg 13-14). <https://www.hayscisd.net/theplan>

Week 4+ or once In-Person instruction begins Barton will follow the Bell Schedule below.

7:40-8:00-Breakfast
 Passing period staggered by grade level every 2 minutes

DAILY BELL SCHEDULE			
Period	-	Time	
First		8:05	8:57
Second		9:05	9:57
Third		10:05	10:57
A LUNCH		10:57	11:27
A Fourth Period		11:31	12:36
Advisory		12:36	12:56
B Fourth Period		11:05	11:35
B LUNCH		11:35	12:05
B Fourth Period		12:09	12:36
Advisory		12:36	12:56
C Fourth Period		11:05	12:06
Advisory		12:06	12:26
C LUNCH		12:26	12:56
Fifth		12:56	1:48
Sixth		1:56	2:48
Seventh		2:56	3:48
Dismissal prep		3:48	3:51



First three week plan

During Weeks 1-3 the school building will open at 7:40 and close at 4:15. There will be no bus transportation provided for students during this time. Students will be required to walk/ride a bike or be dropped off by a parent/guardian. Walkers and bike riders should enter the building in the 100 wing entrance next to the cafeteria (front of the building). Car riders should be dropped off at Parent Drop-Off and enter the cafeteria through the side entrance.

Tuesday September 8th @ 9:00 all Barton students will be asked to participate in a grade level Zoom led by their administrator. We will welcome all students to the 2020-2021 school year, discuss Zoom expectations and assist students in logging into Schoology. Student's first class will begin at 10:00 immediately following the grade level meeting. Links below for each grade level meeting.

6th- <https://zoom.us/j/98830225661?pwd=WDd0S0dKTSs2cWhSU2VpdjZxb3NqUT09>

Meeting ID: 988 3022 5661

Passcode: 830024

7th- <https://zoom.us/j/9806100246?pwd=RGlwKORBTXJYSnZQTjhRL3FBYXhQOT09>

Meeting ID: 980 610 0246

Passcode: Bobcats 07

8th- <https://zoom.us/j/97142282877?pwd=SXFIVUJMeWJCRjgvZFozZW5kSW43UT09>

Meeting ID: 971 4228 2877

Passcode: 662800

Mon-Thur the first possible Intervention and Enrichment for a student could begin at 9:00. Students will not be required to participate in each Intervention and Enrichment that is offered and that will vary on the needs of each individual student. The first scheduled class will begin at 10:00 and the last scheduled class will end at 3:10. Once again, a student may be required to attend an Enrichment and Intervention class from 3:15-4:15 on some dates. On Fridays students could possibly begin Intervention and Enrichment at 9:00 with their first scheduled class starting at 10:00 and last class ending at 3:50. Students are not required to be on campus at 7:40 and stay until 4:15. Students can be dropped off or picked up throughout the day and can walk/ride their bike to school when needed. Students who are walkers/bike riders will be required to contact parents to confirm if they are leaving campus before instruction ends at 3:10 Mon-Thur or 3:50 on Fridays.

During Weeks 1-3 of In-Person Virtual Learning there will be no direct instruction of students. Students will be seated in the cafeteria at individual student desks. Staff will be in the cafeteria to monitor students while the students participate in their classes virtually. Some students who receive special services may go to their scheduled classrooms. Students will be provided technology (Chromebook) and headphones (students may prefer to bring their own). All campus behavioral and COVID safety expectations will be followed during this timeframe. Students will be allowed to use the restroom when needed and stand to stretch their legs. Students will not be moving anywhere else on the campus. Breakfast and lunch will be served each day with the normal pricing offered as it is during the school year.

Weeks 4+ Plan (once In-person instruction begins)

Beginning September 28th families have the option of attending In-Person or continuing Virtual learning. This start date is subject to change based on the COVID data, input from local, state and federal health officials and our School Board. Both Virtual and In-person learners will return to the normal seven period bell schedule posted above. Virtual learners will have the option of participating Synchronously (completing classwork during the normally scheduled times) or Asynchronously (completing coursework throughout the day when possible). Students do not have to choose Asynchronous or Synchronous and can participate however what works best for them and their families.



Families will be able to decide at each grading period which type of learning (Virtual/In-person) they will be participating in. The Instructional Commitment survey in Parent Self-Serve can be updated as needed. Please see the dates for deadlines below for each grading period.

How to Change Options for Your Student in the Future

If circumstances change at any time during the school year, you can change your student's options for future nine-week grading periods that have not yet started. Once you submit this form, you will receive a confirmation email with instructions on how to make changes. Changes must be submitted by the deadlines listed below.

Nine Week Grading Period	Nine Week Grading Period Date Range	Deadline to Submit or Change Form Responses
1st Nine Weeks (Weeks 1-3)	9/8/20 - 9/25/20	8/25/20
1st Nine Weeks (Weeks 4-6)	9/28/20 - 10/6/20	8/25/20
2nd Nine Weeks	11/5/20 - 1/29/21	10/30/20
3rd Nine Weeks	2/1/21 - 4/1/21	1/23/21
4th Nine Weeks	4/5/21 - 5/28/21	3/22/21

Campus Safety Plan

These safety measures in response to COVID-19 are based on the most current information available from local health officials and regulatory authorities. Changes and adjustments to these protocols may be necessary to continue to comply with federal, state, county, and city guidelines. These standards and protocols will be updated as we learn new information and improved ways to combat the COVID global pandemic.

- Access to campus** At this time, parents should contact the school via phone to communicate with school personnel. Access to the campus by parents will be limited to the front office and will be subject to additional screening procedures. Anyone entering a building will be required to wear a face covering which covers the nose and the mouth. No in-person assemblies or events will be held at this time. Meet the teacher, open house, parent conferences, etc. will be held virtually. Campuses will utilize virtual meeting options when possible to limit campus visitors. Virtual tools will be used to conduct meetings such as PTA meetings, ARDs, LPAC, etc. No visitors will be allowed into the campus beyond the reception area. All visitors will be subject to screening by way of a symptom screening form before entering buildings. Visitors may be subject to temperature checks. All individuals entering the building will be required to wear face coverings. Outside food and drink will not be allowed to be dropped off in the front office during the school day; during lunch or at the end of the school day. Food can be dropped off directly to student athletes after school at Parent pick-up near the picnic tables. Volunteers will not be allowed on campus during school hours due to COVID-19.
- Personal Protective Equipment/face coverings** 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). Face coverings should follow [CDC guidance](#) which indicates cloth coverings should be at least 2 layers. Bandanas tied over the nose, gators, and masks with exhalation vents are not effective and are discouraged. This [short video from the CDC website](#) provides guidance for creating a face covering without a sewing machine. The CDC does not recommend face shields to be used interchangeably with masks and therefore the district requires all students and staff to wear a face covering over the nose and mouth. Individual student needs will be addressed on a case by case basis with appropriate documentation. Requests for accommodations should be submitted to the campus administration (this is not a 504 process). A face shield may be allowed for those with medical needs. Each individual is responsible for providing their own face covering. The campus will have face coverings available in the event one is lost or breaks. Mask breaks are allowed as needed. 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. Ideally this would occur outdoors.



- **Cleaning Protocols**

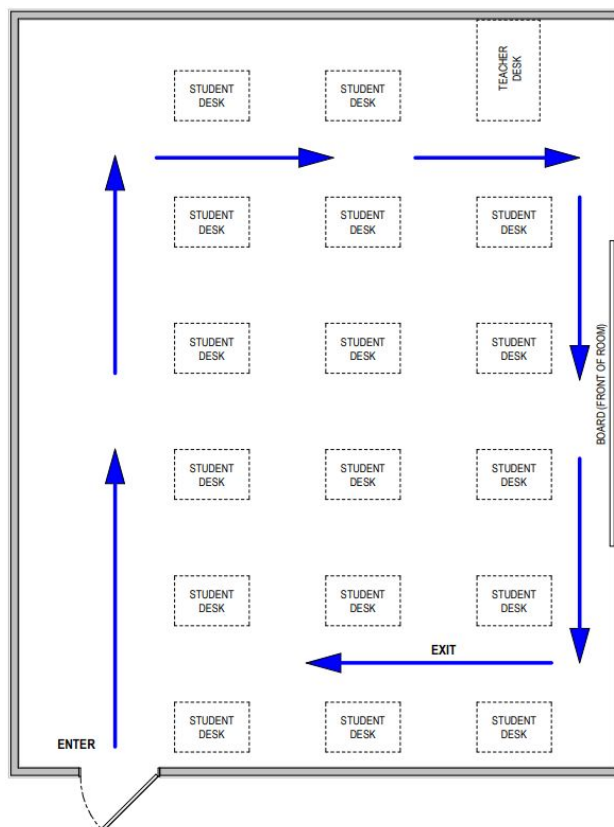
The safety and health of our Bobcat family is our top priority. Sanitation of classroom and workspaces will take place throughout the school day and each evening after dismissal of students. The cleaning steps outlined below are to be instituted to disinfect workplace surfaces, chairs, tables, etc. to protect employees and reduce the risk of spread of infection. To mitigate the spread of the virus, everyone must manage their immediate area and employ good habits including wiping of surfaces, frequent hand washing and disinfecting an area whenever possible. Reminder signage should be prominently displayed regarding cleaning, sanitizing and disinfecting measures. The custodial staff will clean all instructional, restroom and common areas frequently. The cafeteria will be cleaned between lunch periods. Custodial staff will disinfect every night, starting right after the building becomes unoccupied. However, keep in mind that they will not be able to get to all areas without help from the team. Your willingness to aid in the mission will mitigate the spread of germs in your campus community. Staff will disinfect their own personal workspaces (handles, switches, counter/desk, phone, etc.) throughout the day, giving special attention to commonly touched surfaces. Staff and students will have access to disinfecting supplies to aid in cleaning after use and during breaks in instruction. **Classrooms, Desks, Workspaces and Electronics Disinfection.** During the school day, teachers and staff will utilize Alcohol solutions with at least 70% alcohol to disinfect in their classrooms or immediate work areas a minimum of 4 times a day and as needed (as per CDC guidelines). Alcohol based solutions are supported by the CDC for disinfection and have a shorter cleaning time than other district disinfection products which require a 10 minute dwell time.

- **Arrival** 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. Doors will open at 7:40 each morning once in-person learning begins for students not participating in UIL activities that begin earlier. All students must have PPE/Face Covering on before accessing the building and students will be encouraged to wash hands. Walkers/bike riders- All walkers/bike riders will enter the building at the Main Entrance that will be supervised by an administrator. The students will go to the cafeteria if they need to get breakfast. As soon as they have finished eating the students will report to their first period class. Students who are not eating breakfast will report immediately to first period. Car riders- All car riders will enter in the side cafeteria entrance. Students can stop and eat breakfast if they choose or report immediately to first period. Busses- All bus riders will enter in the front 100 wing entrance next to the cafeteria. An administrator will allow access to the building. Students who choose to eat breakfast will report to the cafeteria and other students will report immediately to first period.





- **Dismissal** Due to COVID and social distancing requirements students will not be allowed to be checked out during the last 30 minutes of the school day. Car Riders- Parents will be asked to text their student once they are in line to pick up their student. These students will exit the building first to get in waiting cars. Please do not text your student if you are not yet in line. This will only be required for the first 10 minutes of dismissal. We can not socially distance if all of the car riders exit the building and are waiting at Parent Pick-up. Busses- Once the initial wave of car riders have exited the building an announcement will be made for the busses that are on campus. Those riders will exit the building in the front hallway entrance of the hallway of their 7th period class. As the other busses arrive announcements will be made for those students to exit. After 15 minutes all bus riders will be directed to the front of the building to wait. Walkers/Bike Riders- All walkers/bike riders will be asked to exit the building after the initial wave of car riders and bus riders have exited. They will be asked to exit the building in the front hallway entrance of their 7th period class. Traffic will be stopped as students begin to exit the building at the intersection in front of Barton and students will not have to wait at the light to ensure they can socially distance such a large number of students.
- **Movement in the Building/Transitions** During passing periods we will utilize one-way traffic in spaces where social distancing is not possible. Staggered schedules will be utilized to decrease the number of students in the hallways at one time.



BMS ONE-WAY CLASSROOM TRAFFIC PATTERN
17 STUDENT DESKS



- **Cafeteria** Students will eat breakfast in the cafeteria in individual student desks as they arrive on campus. Tape will be placed on the ground designating where students line up and decals will be placed on the ground to assist with following socially distancing protocols. Once they have finished eating they will immediately report to first period. Students will eat lunch in the cafeteria or outside in the Parent Pick-Up Courtyard. Individual student desks will be utilized in the cafeteria to maximize space and ensure social distancing. Students will not be required to wear a mask while eating and drinking. Students who have finished eating will be allowed to go outside and play or go to the Library. Social distancing measures must be followed during these times. All student desks/tables will be cleaned in between each lunch. Extra time was added to lunch/4th period to ensure time for sanitization/cleaning in between lunches and to ensure safe transitions to and from the cafeteria. Signage will be posted and staff will reinforce social distancing and traffic patterns in the cafeteria. Microwaves will not be utilized at this time.
- **There will not be any field trips.** As of now we have cancelled our Camp Champions trip for 7th grade students and provided refunds. We may revisit going in the Spring if it is possible. The DC trip is also on hold for now for 8th grade students for next summer.
- **Water fountains** Administrators will provide signage, education, and oversight to ensure safe use of water fountains for bottle filling only. Four new bottle fill stations will be installed at existing water fountain locations to serve our students.
- **Restroom Usage** Maximum capacity signs will be posted at the entrance of all restrooms. Entrances from the hallway to our restrooms do not have doors so students will have a contactless entry. Air hand dryers will be deactivated and paper towel dispensers will be placed at the exits of all restrooms. Visuals indicating proper handwashing techniques and social distancing will be displayed to consistently reinforce this practice. All mirrors in the restrooms will be covered to ensure students are not spending unnecessary time in the restroom. The middle sinks/urinals will also not be utilized to allow for social distancing. Only students who are actively using a toilet/urinal or washing their hands will be allowed in the restroom. If the restroom is at capacity students will wait in the hallway on designated socially distanced markers
- **Standard Classroom Procedures** During the school day, teachers and staff will utilize Alcohol solutions with at least 70% alcohol to disinfect in their classrooms or immediate work areas a minimum of 7 times a day and as needed (as per CDC guidelines). Alcohol based solutions are supported by the CDC for disinfection and have a shorter cleaning time than other district disinfection products which require a 10 minute dwell time. All classrooms will be outfitted with: Visual reminders of distancing requirements will be in all classrooms marking off areas for common spaces and distancing best practices. Refillable alcohol-based hand sanitizer. Utilizing architect renderings classroom layouts will be created to ensure social distancing protocols are followed. All students will face the same direction and only individual student desks will be utilized. All instructional spaces will have assigned seating to assist with contact tracing. A common template will be created and a seating chart will be made for each class period. One-way movement will be clearly marked at the entrance of each room (on the floor, just inside the room) to identify the direction students should enter and exit the room. At this time, no classroom parties or events will be allowed with outside food.
- **Handwashing and Hand Sanitizer** Alcohol-based hand sanitizer will be available at campus entrances, in classrooms, in the cafeteria and in common areas throughout the campus. Staff and students will be expected to wash or sanitize their hands regularly. Requirement for hand washing and/or use of provided hand sanitizer. Provide hand



sanitizer upon entry to classroom and periodic teacher reminders during instructional day. Habitual and thorough hand washing after breaks, before eating and following restroom breaks. Hand sanitizer has been added to the school supply list and students are encouraged to bring a personal hand sanitizer.

- **Pep rallies, assemblies, and other special events** such as Meet the Teacher Night and Open House, will also be virtual. We will have a grade level Zoom meeting on September 8th @ 9:00 during Enrichment and Intervention class to welcome students back and ensure they can access Schoology for their class beginning at 10:00.
- **Parents who will be picking up a child for early dismissal** due to illness or a medical appointment will be expected to call the front office (512-268-1472) when they arrive at the school and remain in their vehicle in front of the main office parking lot. Each spot is assigned a number, so please make sure to indicate your spot number on the sign when calling the front office. A staff member will bring the child to the vehicle, check your identification, and assist you in signing out the student. There is no dismissal within 60 minutes of the regular end of the school day, and only parents, guardians, or other individuals identified on the student's contact list, with appropriate identification, will be allowed to leave with the student
- **Parent Meetings** will be held virtually to ensure proper social distancing. Annual Ard's, 504 meeting and staffings will be held using Zoom/Google Meets.
- **The school nurse will have a designated isolation area** in the event that a child or a staff member comes to school and presents COVID-19 symptoms. Parents will be contacted to pick up ill students immediately. In the event of a COVID-positive test result for a student or staff member on campus, the school district will work with the local health department to identify students or staff members who have had close contact and who may need to self-quarantine for 14 days. Students will transition to digital learning during the self-quarantine period using the Schoology platform. An isolation room for students who are exhibiting COVID-like symptoms will be utilized. Teachers are required to call the nurse before sending them to the school nurse and based on that conversation and the symptoms described the students may be directed to the Isolation Room. The school nurse will be the only adult who enters the room and must wear full PPE. The nurse will not be able to stay with the student while waiting for parents to arrive. Another staff member will be stationed in the hallway to monitor students while they wait for their parents to arrive to check them out. Parents will be required to come and pick their student up within an hour to help prevent the possible spread of COVID. The Isolation Room will then be deep cleaned by the school nurse before another student enters.
- **All buildings and work spaces** will be cleaned/disinfected throughout the day and nightly.

Important Dates/Calendar

Meet the Teacher Night will be virtual and is TBD



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 in person, 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 view the attached document to acknowledge the daily expectation to help ensure their safety and the safety of other students and staff members .

[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. If parents/guardians can provide transportation for their students that would be greatly appreciated.
- ✓ **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 where applicable.



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. Desks 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.