

Coleman ISD



COVID-19 Reopen Plan Updated 8/4/2020

This is a living document and will be updated on a regular basis as information becomes available.

The Coleman Independent School District will hold in-school instruction with safety and COVID-19 prevention measures in place as well as offer families a high-quality, rigorous and engaging online experience.

Additionally, the school district has outlined an instructional model that provides for a continuation of instruction in the event a classroom or a school must temporarily move to a School-to-Home instruction model due to COVID-19.

Although there are no strategies to completely eliminate transmission risk in schools, we are committed to keep transmission as low as possible in order to safely continue school

Face to Face Instruction

- Regular in-school instruction
- Coleman ISD instructors and curriculum
- All core and elective courses
- Music, PE and Art
- Technology and learning software
- Transportation for eligible students
- Extracurricular activities
- Counseling services
- Health prevention measures

Online Learning

- Daily support from Coleman ISD staff members
- Real-time & self-paced instruction
- Some high school courses may not be available due to hands on requirements
- Formal class schedule
- Daily attendance
- No participation in extracurricular activities
- Parent as learning coach
- Counseling services
- Internet and computer required (Coleman ISD will provide if needed at no cost)

Face to Face

The face to face plan is the traditional school environment. It is the District's plan to reopen schools on August 19, 2020 for students unless otherwise determined by State authorities. To address the current COVID-19 environment, Coleman ISD has developed a set of health and prevention measures for all staff, students and visitors. The measures may tighten or loosen dependent on the COVID-19 Stage Protocol.

The Superintendent of Schools and Principals will monitor internal data and information from the health departments to determine whether changes to the plan are needed. The factors for such decisions may be subject to change to account for the situation at that time.

Parents and staff will receive periodic communication to inform them of the current stage, number of confirmed COVID-19 cases within the school building, if any, via email and the Coleman ISD website www.Colemanisd.net.

Coleman ISD will follow all state and federal requirements, rely on local health experts for guidance in decision-making, and adopt reasonable practices while maintaining an effective learning environment.

This plan was last modified based on TEA guidance and Texas Governor Executive Order GA-29 regarding the wearing of masks. The document will be updated as government mandates change.

PERSONAL PROTECTION

- Students (grades 4-12) and staff will be required to wear a face mask/covering when in commons area, during passing periods and any area that a physical distance of 6 feet from another person is not possible.
- Coleman ISD is developing schematics for classrooms to achieve a 6-foot distance for students and teachers however that may not be possible in all classrooms. When not possible, students will use student desk shields.
- Requests for accommodations should be submitted in writing to campus administration.
- All staff will be required to take a COVID-19 Health Assessment prior to coming to work every day.
- Parents will be asked to administer the COVID-19 Health Assessment daily prior to sending their children to school, take their temperature, and keep them home if ill.
- Students and staff will follow current COVID-19 Return to School/Work Guidelines.
- Individuals who develop symptoms of the COVID-19 illness will be sent to the school nurse, placed in isolation and sent home immediately. Parents/Guardians will need to make every effort to receive children within 30 minutes.
- Students will be instructed on methods to protect themselves and others from COVID-19 at school.
- Students will be trained on proper hand washing techniques and participate in scheduled handwashing times throughout the day.

PROTOCOLS FOR CAMPUS VISITORS

Campuses will utilize online meeting options to limit campus visitors when possible. All visitors who enter the building will be required to wear a face covering. As the year progresses, this requirement may be moved to a recommendation as long as COVID-19 community spread is greatly reduced.

- Individuals who proceed beyond the reception area will follow specific guidelines for visitors.

- All visitors entering the building must sanitize hands upon entry.
- Visitors proceeding beyond the secure vestibule area will be subject to screening by way of a symptom screening form.
- Visitors and staff will adhere to safety protocols including physical distancing for meetings.
- Cleaning/disinfecting will occur after each meeting.

CLEANING AND DISINFECTING PROTOCOLS

- Frequent cleaning and disinfecting will occur throughout the school day.
- Each classroom and restroom will be cleaned/disinfected at the end of each day.
- All heavy traffic areas will be disinfected throughout the day.
- Cleaning supplies will be provided for each classroom and common area to maximize room-to room cleanliness.
- The cafeteria will be disinfected regularly.
- Staff will have access to supplies to clean/disinfect working surfaces and shared objects after each use and during breaks in instruction.
- Alcohol-based hand sanitizing stations will be located throughout the building and in all teachers' classrooms.

TRANSPORTATION

In response to COVID-19, Coleman ISD encourages all families, with the ability to do so, to transport their children to and from school. Bus transportation will be offered; however, the standard number of transported students compromises the ability to socially distance. **For this reason, students utilizing bus transportation will be required to wear face coverings/masks at all times on board as developmentally-appropriate.**

- Eligible bus riders may register for bus transportation through the Coleman ISD Administration Office.
- Hand sanitizer will be available when boarding the bus.
- All buses will have face coverings/masks available for the students.
- All students, as developmentally-appropriate and per CDC guidelines, maybe required to wear face coverings/masks while riding the bus.
- Buses will be cleaned/disinfected between each transportation run and at the end of the day.
- Transportation staff will be trained in proper cleaning/disinfecting procedures.

BREAKFAST AND LUNCH

To minimize foot traffic in the building and to allow for adequate physical distancing for students during eating periods, **no outside food deliveries will be accepted and there will be no visitors allowed in the cafeteria.** These restrictions may loosen as the year progresses, however, it is important to allow campus staff the flexibility to space out students throughout common areas so that social distancing is possible.

- Cafeteria and serving areas will be cleaned between uses.
- Coleman ISD child nutrition staff are working to expand the daily lunch menu to offer more options for students.
- All Coleman ISD child nutrition staff will wear face mask/covering while serving.
- Signage and staff will reinforce social distancing throughout the cafeteria.
- All Coleman ISD child nutrition staff will be trained to practice health and hygiene regulations.

ARRIVAL, DISMISSAL & TRANSITION

Parents are asked to assist campus staff in the implementation of arrival and dismissal plans. **When transporting or walking children to school, please follow all signage, drop off and pick up children at the appropriate locations, and quickly exit the parking lots.**

- Parents will not be permitted to walk students inside the school building beyond the secure vestibule without a mask.
- Each group of students will be directed to a designated location prior to the start of school.
- Water fountains will not be accessible. Students should bring a **clear** water bottle to school daily.
- Hand sanitizer stations will be placed at entrances, exits and common areas throughout the building.
- All areas of the building (gym, cafeteria, larger classrooms, common areas, etc.) will be utilized to limit the size of student groupings.
- Dismissal exit points will be established by campus administration.
- Students will be released directly from their classroom whenever possible.
- Transition time of students will be limited as much as possible during the school day.
- Transition plans are being developed by campus administration.

CLASSROOM CONFIGURATIONS AND PROCEDURES

It is our promise to maintain a warm and inviting learning environment in our classrooms while simultaneously following health guidelines.

Coleman ISD will adhere to any State and local orders which may require the district to require face coverings at all times.

Each classroom will have the following:

- Visual reminders of distancing requirements in all classrooms.
- Access to alcohol-based hand sanitizer.
- Access to disinfectant supplies to sanitize working surfaces.
- Desks or tables will be physically distanced as much as spatially possible.
- Shared supplies will be limited and cleaned between uses.
- Masks and gloves will be available to all students.
- Based on district guidance, teachers will develop, teach, and implement procedures that:
 - Limit student movement within the classroom such as turning in assignments, materials being passed out, etc.
 - Establish student responsibilities to clean personal areas and materials/supplies.
 - Reinforce hand washing protocols and intermittent use of hand sanitizer.
 - To the extent possible, locked doors will be propped open between classes to minimize contact with doors and door handles by students and staff entering or exiting classrooms.

EXTRACURRICULAR AND STUDENT ORGANIZATION ACTIVITIES

Extracurricular/Co-curricular activities, practices and competitions will be conducted following safety protocols provided by Coleman ISD, University Interscholastic League (UIL), and the Texas Education Agency (TEA). This will include health screening, group sizes, sharing and sanitizing of equipment, locker room usage, etc.

- Hand sanitizer will be available in gym areas, locker rooms, weight rooms and equipment will be sanitized on a regular basis.

- Locker room use will be determined by TEA/UII. If locker rooms can be accessed, all locker room space will be utilized to follow social distancing guidelines.
- Spectator attendance at games and contests will be limited to 50% capacity based on TEA and UII guidelines.
- Spectators attending UII activities are required to wear face mask/covering based on TEA and UII guidelines.
- Ticketing for events may be utilized to control capacity of facilities.
- Events held at other facilities/schools will be under the guidelines of the district in charge of the facilities (i.e. require mask, limit number of fans, or other requirements) and will be enforced.
- Event procedures will be in place to minimize face-to-face interactions.
- Separate entrances and exits may be utilized and event doors may be propped open to minimize physical contact with handles.
- Spectator seats may be marked and/or configured in a way to enforce social distancing.
- Concessions and/or concession sales may be limited to encourage social distancing and to follow health and safety guidelines.
- School-wide indoor pep-rallies will not be held.
- Outdoor pep-rallies or gatherings must include appropriate social distancing.
- Assemblies and student activities must adhere to recommended social distancing.
- Hand washing or hand sanitation stations will be available for any activity.

PHYSICAL EDUCATION

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

- Locker room and class size will be determining factors when it comes to dressing out for secondary physical education classes.
- Students will be placed in smaller, appropriate groups for instruction and activities for appropriate social distancing.
- Students will need to provide their own water bottles.
- Restroom use will be the practice of “limited groups.”
- Equipment will be disinfected after each use.
- Any activities bringing students into close physical contact will be avoided. Activities requiring multiple students to touch or handle the same equipment will be avoided.
- Sanitizing areas and access to handwashing will be provided.

INTERMITTENT SCHOOL-TO-HOME

In the event a classroom or a school has a high percentage of the student/staff population with COVID-19 at one time, or otherwise determined by the Superintendent of Schools, students will move to intermittent School-to-Home Learning. In a School-to-Home learning model, students will temporarily learn from home.

SOCIAL AND EMOTIONAL LEARNING

Regardless of the learning model, all Coleman ISD students will receive social and emotional support every day. Implementation of social and emotional learning will include:

- Teacher professional learning on social and emotional learning (SEL) and trauma-informed classrooms.
- Student in-class and online activities on Coleman ISD core values, social and emotional learning, following specific SEL competencies (Self-Awareness, Self-Management, Social Awareness, Relationship Skills, and Responsible Decision-Making).
- Mental health supports for students and employees.