

# **SAFETY GUIDELINES FOR IN-PERSON INSTRUCTIONAL SETTINGS**

**UPDATED 3.26.2021**

Changes to this plan do not prohibit nor limit a campus with regards to action intended to maintain effective operation of their school

\*\*For the purposes of this update, “minimal” social distancing is no less than three feet\*\*

The District budgeted for the necessary cleaning and sanitation supplies that will be needed to open the schools in August. The Texas Education Agency also provided additional supplies to school districts. All classrooms will be equipped with plenty of hand sanitizers and bathrooms will be stocked with soap and paper towels.

All students will receive instruction during the first week of school on appropriate hygiene practices and mitigation strategies and will be reinforced throughout the school year. We have faith that our students will embrace doing their part to keep their home and school families safe.

All aspects of this plan will be reviewed no less than once a nine weeks with special emphasis on the following items:

- Mask expectations;
- Visitors on campus;
- Parents on campus;
- Outside food for students;
- and, Special Events;

This review will consider factors such as but not limited to changes to federal and state executive orders, updated health guidance, local health conditions, and consultation with local health authorities.

## **PUBLIC HEALTH STATEMENT**

As it has always been, the health and safety of our students and staff remain our highest priority. While it is not possible to eliminate all risks of furthering the spread of COVID-19, this guidance document contains information on four sets of practices that minimize the likelihood of viral spread.

- PROVIDE NOTICE: Parental and public notices
- PREVENT: Practices to prevent the virus from entering the school
- RESPOND: Practices to respond to a lab-confirmed case in the school
- MITIGATE: Practices to reduce likely spread inside the school

These protocols and guidelines will be modified based on the public health and governmental directives, and advancing scientific knowledge on the transmissibility of COVID-19.

We also believe that educating our students about proper hygiene techniques and necessary safety measures to prevent the spread will not only keep them safe but will also keep their respective families and their teachers safe.

<b>AT HOME BEFORE SCHOOL SCREENING</b>	Parents/Guardians are expected to screen their students for COVID-19 symptoms each day prior to sending their students to school. The CDC self-checker can be found <a href="#">here</a> .
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	<p>Staff are expected to self-screen for COVID-19 before coming to work each day. Teachers and staff must report to their supervisor if they themselves have COVID-19 symptoms or are lab-confirmed with COVID19. The CDC self-checker can be found <a href="#">here</a>.</p> <p>COVID-19 symptoms for screening include evaluating if the student has begun experiencing any of the following symptoms in a way that is not normal for them:</p> <ul style="list-style-type: none"> <li>● Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit;</li> <li>● Loss of taste or smell;</li> <li>● New uncontrolled cough that causes difficulty breathing (or, for students with a chronic allergic/asthmatic cough, a change in their cough from baseline);</li> <li>● Difficulty breathing or shortness of breath;</li> <li>● New onset of severe headache, especially with fever;</li> <li>● Sore throat;</li> <li>● Significant muscle pain or ache; or</li> <li>● Diarrhea, vomiting, or abdominal pain</li> </ul> <p>Parents must ensure they do not send their child to school on campus if the child is exhibiting COVID-19 symptoms (as listed above) or is lab-confirmed with COVID-19. Parents/Guardians should contact the school nurse and should opt to receive remote instruction until the criteria for re-entry are met.</p> <p>In addition, if the student has had close contact with an individual who is lab-confirmed with COVID-19, they must remain off campus for 10 days. Parents should opt to have their child receive remote instruction if their child has had close contact with an individual who is lab-confirmed with COVID-19 until the 10-day incubation period has passed. “Close contact” is defined later in this document.</p> <p>MFISD needs parents' cooperation in not sending children to school who are exhibiting COVID-19 symptoms, especially if they are running a fever.</p>
<p><b>DAILY CLEANING</b></p>	<ul style="list-style-type: none"> <li>● Each classroom will be disinfected daily.</li> <li>● All high-touch areas and restrooms will be disinfected at least once per day.</li> <li>● Disinfectant and paper towels will be provided in each classroom and common areas to maximize room-to-room cleanliness.</li> <li>● The cafeteria will be disinfected between lunch periods.</li> <li>● All computers, accessories, touchscreen devices and electronics in shared locations will be cleaned and disinfected.</li> </ul>

	<ul style="list-style-type: none"> <li>● Cleaning supplies will be accessible to staff, but will be stored safely away from students.</li> <li>● Each campus will have an electrostatic disinfectant device for quick disinfection of an area.</li> </ul>
<b>ARRIVAL/DISMISSAL</b>	<p><b>ARRIVAL</b></p> <ul style="list-style-type: none"> <li>● Avoid early drop offs in the morning.</li> <li>● Students will arrive by walk-up, car drop-off, or school bus.</li> <li>● All students will use hand sanitizer when entering the building. Alcohol-based hand sanitizers will be available at the main entrance to the campus, in classrooms, in the cafeteria and in common areas throughout the campus.</li> <li>● Breakfast service will be provided in a way that allows for minimal social distancing.</li> <li>● For the remainder of the year, parent/guardians/older siblings, etc. will be permitted to walk students to the front of the school building.</li> </ul> <p><b>DISMISSAL</b></p> <ul style="list-style-type: none"> <li>● Campuses will designate staggered dismissal groups. Staggering the groups of walkers, car riders, bus riders or grade levels will help manage student movement in the building and decrease the risk of potential crowding outside at dismissal time.</li> <li>● Sanitizer stations will be placed at each exit and students will be encouraged to sanitize hands prior to exit.</li> <li>● Parents/guardians must remain in their vehicles at dismissal time to assist the school with minimal social distancing.</li> </ul> <p><b>STUDENT PICK-UP DURING SCHOOL HOURS</b></p> <ul style="list-style-type: none"> <li>● Parents picking up students during the day must wear a face covering when entering the building, show identification to campus staff, and then wait for their child in the foyer.</li> </ul>
<b>MASKS/FACE COVERINGS</b>	<ul style="list-style-type: none"> <li>● Marble Falls ISD will require all students, Pre-K and older, and all staff to wear face coverings on school buses and in school buildings.</li> <li>● Teachers will provide students with an hourly “mask break”.</li> <li>● Students will need to provide their own personal face covering.</li> <li>● Masks include nonmedical grade disposable face masks, cloth face coverings, and neck gaiters (over the nose and mouth).</li> <li>● Face coverings must comply with student dress code expectations.</li> <li>● Students’ individual needs that might limit the use of a face covering will be addressed on a case by case basis. There may be students who meet the district’s mask exemption in your child’s classroom. Requests for this accommodation should be submitted to the campus principal.</li> </ul>

<p><b>CLASSROOM</b></p>	<ul style="list-style-type: none"> <li>● Teachers will monitor students throughout the day and refer to the nurse if symptoms related to COVID-19 are present.</li> <li>● Teachers will provide students with an hourly “mask break”.</li> <li>● Each classroom will be outfitted with the following: <ul style="list-style-type: none"> <li>○ Visual reminders of distancing requirements, the importance of hand washing, and how to contain the spread of germs by coughing and sneezing.</li> <li>○ Refillable alcohol-based hand sanitizer</li> <li>○ Access to disinfectant spray and paper towels to sanitize working surfaces</li> </ul> </li> <li>● Teachers will: <ul style="list-style-type: none"> <li>○ Monitor appropriate manner of handwashing.</li> <li>○ Remove some optional furniture to create space for minimal social distancing.</li> <li>○ Establish student responsibilities to clean up personal areas and material/supplies with hand sanitizer, disinfectant, and other self-cleaning protocols.</li> <li>○ Incorporate outdoor teaching when appropriate.</li> <li>○ Keep classroom doors during passing periods open to reduce the touching of door handles.</li> <li>○ Plan instruction that is easily transferable from in person to remote instruction for quarantined learners.</li> </ul> </li> <li>● Students will participate in monitored handwashing for 20 seconds at least two times a day.</li> <li>● Campuses will make reasonable efforts to make sure students wash their hands before they eat.</li> <li>● Brain breaks will be implemented as needed, at the discretion of the campus/teachers.</li> <li>● Classroom surfaces will be cleaned no less than once per day.</li> <li>● Teachers and staff will have access to disinfectant to sanitize high-touch and working surfaces and shared objects regularly.</li> <li>● Teachers and staff will limit the use of shared supplies when possible</li> <li>● Teachers will receive shield guards to use at their desk in their classroom.</li> <li>● Classrooms with exterior windows may be utilized to improve circulation.</li> </ul>
<p><b>PASSING PERIODS AND TRANSITIONS</b></p>	<ul style="list-style-type: none"> <li>● When transitioning between classes, students will travel corridors as far to the right as possible. “Stay Right, Stay Safe”</li> <li>● Classroom doors will be propped open during passing periods to reduce high-touch areas.</li> <li>● Access to hand sanitizer will be provided throughout the campus</li> </ul>

<p><b>RESTROOM ACCESS</b></p>	<ul style="list-style-type: none"> <li>● Staff and students must wash hands with soap and water prior to exiting the restroom.</li> <li>● Bathrooms will include visuals indicating proper handwashing techniques and social distancing will be displayed to consistently reinforce this practice.</li> </ul>
<p><b>FACILITY PREPARATIONS</b></p>	<ul style="list-style-type: none"> <li>● Entry points for students, staff, visitors and deliveries will be controlled.</li> <li>● Reception, lobby areas, gathering places, and common spaces will be reconfigured for minimal social distancing.</li> <li>● Limited, in person assemblies will be allowed.</li> <li>● Teachers will receive shield guards to use at their desk in their classroom.</li> <li>● Shield guards will be installed at front office reception desks</li> </ul>
<p><b>WATER</b></p>	<ul style="list-style-type: none"> <li>● Students will need to bring water bottles from home.</li> <li>● Students may fill their water bottles at school, but they cannot use the water fountains (to prevent touching the surfaces).</li> <li>● Water fountains will be transitioned to water fill stations on all campuses with all due diligence.</li> </ul>
<p><b>CAFETERIA: BREAKFAST AND LUNCH</b></p>	<ul style="list-style-type: none"> <li>● Campuses will determine student meal arrangements that allow for minimal social distancing while eating. Schools could utilize cafeteria and classrooms for the purposes of breakfast and lunch.</li> <li>● Upon picking up breakfast, students will maintain minimal social distancing.</li> <li>● As best available, meals will be packaged to ensure ease of pick up and transport to eating locations.</li> <li>● Hand sanitizer will be available at entrances and exits of the cafeteria.</li> <li>● Principals will be providing an opportunity for parents to eat lunch with their student at some point during the final grading period.</li> <li>● Outside food deliveries from parents will not be permitted except for those associated with classroom celebrations.</li> </ul>
<p><b>RECESS</b></p>	<ul style="list-style-type: none"> <li>● Children will sanitize their hands at the beginning and the end of recess.</li> </ul>
<p><b>VISITORS</b></p>	<ul style="list-style-type: none"> <li>● Visitors will be expected to follow all safety and minimal social distancing expectations of this plan and the campus.</li> <li>● All visitors will be screened, including temperature taken, to determine if the visitor has COVID-19 symptoms or is lab-confirmed with COVID-19, and if so, must remain off campus until they meet the criteria for re-entry. Additionally, visitors will be screened to determine if visitors have had close contact with an individual who is lab-confirmed with COVID-19, and, if so, they must remain off campus until the 10-day incubation period has passed.</li> </ul>

<b>SPECIAL EVENTS</b>	<ul style="list-style-type: none"> <li>● Campus leadership will develop protocols allowing parents to attend (in-person) events at which their student is being recognized.</li> </ul>
<b>PARENT MEETINGS</b>	<ul style="list-style-type: none"> <li>● ARD meetings, 504 meetings, LPAC meetings, and parent conferences will be held in person when possible and virtually when needed to maintain minimal social distancing standards.</li> <li>● Masks will be required for any parent meeting that is conducted indoors.</li> <li>● All visitors for parent meetings will be screened, including temperature taken, to determine if the visitor has COVID-19 symptoms or is lab-confirmed with COVID-19, and if so, must remain off campus until they meet the criteria for re-entry.</li> <li>● Additionally, visitors will be screened to determine if visitors have had close contact with an individual who is lab-confirmed with COVID-19, and, if so, they must remain off campus until the 10-day incubation period has passed.</li> <li>● Campus personnel will work to reschedule meetings with visitors for parent meetings who fail the screening process.</li> </ul>
<b>NURSE CLINICS</b>	<ul style="list-style-type: none"> <li>● Students and staff visiting the nurse’s clinic to be evaluated will be mandated to wear a face mask covering before entering.</li> <li>● Nurse clinic will have an area where students who become ill can be isolated from well students.</li> <li>● Nurse clinic will have a designated area in which students can arrive to receive their daily medication.</li> </ul>
<b>LIBRARIES</b>	<ul style="list-style-type: none"> <li>● Visual reminders will be added and furniture rearranged to help students maintain minimal social distancing while in the library.</li> <li>● High-touch surfaces (e.g. table tops, chairs, door handles, etc) will be disinfected no less than daily.</li> </ul>
<b>TRANSPORTATION</b>	<ul style="list-style-type: none"> <li>● Parents will screen children daily before allowing them to board the bus.</li> <li>● Students should NOT share foods, drinks or personal devices.</li> <li>● Students and staff must wear masks while on the bus.</li> <li>● Students will use hand sanitizer when entering the bus.</li> <li>● Each school bus will have tissues available for students who cough or sneeze, with a trash disposal station readily available.</li> <li>● When temperatures are not at extremes and there is no/limited precipitation, our busses will open windows to utilize outside air flow.</li> <li>● Buses will be thoroughly cleaned after each bus trip, focusing on high-touch surfaces such as bus seats, steering wheels, knobs, and door handles.</li> </ul>

<p><b>STUDENTS OR STAFF DISPLAYING COVID-19 SYMPTOMS</b></p>	<p>Students or Staff Displaying COVID-19 Symptoms</p> <ul style="list-style-type: none"> <li>● Teachers will monitor students throughout the day and refer to the nurse if symptoms are present.</li> <li>● When a student has displayed symptoms of COVID-19, the school nurse will provide a clinical assessment to determine if and when a student needs to be sent home.</li> <li>● For any student who has a fever at or above 100.0, the student will be required to go home for <b>at least 36 hours</b>.</li> <li>● Students who are ill will be separated from their peers and should be picked up within 30 minutes and no later than one hour from the time that campus contacted the student's parent/guardian.</li> <li>● Staff members displaying COVID-19 symptoms will follow district protocols including isolation from students and other staff members.</li> </ul> <p>The decision about how to respond in a particular case will depend on the number of individuals with whom the infected individual had close contact and the next steps that the school must take in coordination with public health entities. The response is based in the scientific understanding of how the virus spreads, is coordinated with the local public health entities, and is communicated transparently with relevant parties.</p> <p>The school nurse is the contact for if a student has symptoms of COVID-19. The school nurse will remain in contact with the family to determine the return to school date. Students who have symptoms of COVID-19 may be placed on remote instruction until they are cleared to attend school in person.</p>
<p><b>CONTACT WITH COVID-19 POSITIVE PERSON</b></p>	<ul style="list-style-type: none"> <li>● Consistent with school notification requirements for other communicable diseases, and consistent with legal confidentiality requirements, Marble Falls ISD will notify all teachers, staff, and families of all students in a school if a lab-confirmed COVID-19 case is identified among students, teachers or staff who participate in any on campus activities.</li> <li>● For a confirmed COVID-19 positive test, the classroom will undergo a deep clean that may require the students to be moved to an alternate location on campus for a period of time.</li> <li>● Students or staff who come in close contact with a COVID-19 positive individual will be asked to self-quarantine for 10 days and may not return to campus during that time. An individual may end quarantine after seven days with a negative COVID-19 test result. MFISD provides free COVID-19 rapid test – to learn more about how to receive a COVID-19 test go to: <a href="https://www.marblefallsisd.org/Page/12791">https://www.marblefallsisd.org/Page/12791</a></li> <li>● Close contact will be determined by the Burnet County Local Health Authority.</li> </ul>

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<p style="text-align: center;"><b>INDIVIDUALS CONFIRMED OR SUSPECTED WITH COVID-19</b></p>	<p><i>Individuals Confirmed or Suspected with COVID-19</i></p> <ul style="list-style-type: none"> <li>● Any individuals who <b>themselves</b> either: (a) are lab-confirmed to have COVID-19; or (b) experience the symptoms of COVID-19 (listed below) must stay at home throughout the infection period, and cannot return to campus until the school system screens the individual to determine any of the below conditions for campus re-entry have been met: <ul style="list-style-type: none"> <li>○ In the case of an individual who was diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met: <ul style="list-style-type: none"> <li>i. at least one day (24 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications);</li> <li>ii. the individual has improvement in symptoms (e.g., cough, shortness of breath); and</li> <li>iii. at least ten days have passed since symptoms first appeared.</li> </ul> </li> </ul> </li> <li>● In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for</li> </ul>



	<p>COVID-19, such individual is assumed to have COVID-19, and the individual may not return to the campus until the individual has completed the same three-step set of criteria listed above.</p> <ul style="list-style-type: none"> <li>● If the individual has symptoms that could be COVID-19 and wants to return to school before completing the above stay at home period, the individual must either (a) obtain a medical professional’s note clearing the individual for return based on an alternative diagnosis or (b) obtain an acute infection test at an approved testing location (<a href="https://tdem.texas.gov/covid-19/">https://tdem.texas.gov/covid-19/</a>) that comes back negative for COVID-19.</li> </ul> <p>The decision about how to respond in a particular case will depend on the number of individuals with whom the infected individual had close contact and the next steps that the school must take in coordination with public health entities. The response is based in the scientific understanding of how the virus spreads, is coordinated with the local public health entities, and is communicated transparently with relevant parties.</p> <p>The school nurse is the contact for determining if a student has a lab-confirmed case of COVID-19. The school nurse will remain in contact with the family to determine the return to school date. Students who are lab-confirmed COVID-19 may be placed on remote instruction until they are cleared to attend school in person.</p>
<b>CLOSE CONTACT</b>	<p>This document refers to “close contact” with an individual who is lab-confirmed to have COVID-19. Close contact is determined by the local health authority, is fact dependent, and therefore assessed on a case-by-case basis. What has been consistent is that close contact occurs when:</p> <ul style="list-style-type: none"> <li>● A person with/presumed COVID-19 positive interacts with another person and a face covering is not worn</li> <li>● A person with/presumed COVID-19 positive resides with another person</li> <li>● Social distancing is not maintained for a period of time</li> </ul>
<b>CRITERIA FOR RE-ENTRY</b>	<ul style="list-style-type: none"> <li>● Any individuals who <b>themselves</b> either: (a) are lab-confirmed to have COVID-19; or (b) experience the symptoms of COVID-19 (listed below) must stay at home throughout the infection period, and cannot return to campus until the school system screens the individual to determine any of the below conditions for campus re-entry have been met: <ul style="list-style-type: none"> <li>○ In the case of an individual who was diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met: <ul style="list-style-type: none"> <li>iv. at least one day (24 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications);</li> <li>v. the individual has improvement in symptoms (e.g., cough, shortness of breath); and</li> <li>vi. at least ten days have passed since symptoms first appeared.</li> </ul> </li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>● In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19, such individual is assumed to have COVID-19, and the individual may not return to the campus until the individual has completed the same three-step set of criteria listed above.</li> <li>● If the individual has symptoms that could be COVID-19 and wants to return to school before completing the above stay at home period, the individual must either (a) obtain a medical professional’s note clearing the individual for return based on an alternative diagnosis or (b) obtain an acute infection test at an approved testing location (<a href="https://tdem.texas.gov/covid-19/">https://tdem.texas.gov/covid-19/</a>) that comes back negative for COVID-19.</li> </ul>
<p><b>DECISION POINTS ON WHEN TO CLOSE A CLASSROOM OR BUILDING</b></p>	<p>If an individual who has been in a school is lab-confirmed to have COVID-19, the District will consult with the county health authority in determining when to close a classroom or building.</p>
<p><b>STAFF TRAINING</b></p>	<p>School teachers and staff will be trained specifically on the protocols outlined in this document and the practices adopted by their campus.</p> <p>Topics for staff training will include, but are not limited to:</p> <ul style="list-style-type: none"> <li>● Campus COVID procedures</li> <li>● Cleaning Protocols</li> <li>● Safety precautions/protocols</li> <li>● Tracking location and groupings of students each day</li> <li>● Symptoms of COVID and how to respond</li> <li>● Proper handwashing, coughing, and sneezing</li> <li>● How to correctly wear a mask</li> <li>● Redirection of mask noncompliance</li> <li>● Social distancing</li> <li>● Rotation strategies</li> <li>● Strategies and activities for teaching outside</li> <li>● Model classroom</li> <li>● Technology training on how to teach in person and remote at same time</li> </ul>
<p><b>SIGNAGE</b></p>	<p>Visuals and signs located throughout the campuses will include, but are not limited to:</p> <ul style="list-style-type: none"> <li>● Reminders to self-screen for symptoms of COVID-19</li> <li>● Reminders to maintain social distancing</li> <li>● Reminders to wash hands</li> <li>● Reminders how to cough, sneeze, etc.</li> </ul>