



2020-2021 START OF SCHOOL PLAN

A WORK IN PROGRESS



Williams Elementary COVID Campus Plan - Draft

REVISIONS

8/30 - Staggered dismissal times were adjusted.

CAMPUS PRIORITIES

The following plan was created based on two priorities.

1. Limit student exposure to students and adults. Keep classroom cohorts of students together.
2. Limit adult exposure to large groups or multiple groups of students to the maximum extent possible.

Please know the plan can change as circumstances and guidelines change.

GENERAL CAMPUS PROCEDURES

- ❖ Hand sanitizer will be available at the main entry to the campus, in classrooms, in the cafeteria, and in common areas throughout the campus.
- ❖ Custodial staff will disinfect classrooms, restrooms, athletics, fine arts areas, and all additional areas throughout the school facility daily. In addition, all classrooms will have disinfectant spray and paper towels.
- ❖ Students and faculty are expected to wear masks while in the building. Mask breaks will be provided throughout the day for students to safely remove their masks.
- ❖ Social or Physical distance is 6-foot from others.
- ❖ When a student is outside, masks are not required if two criteria are met: (1) the student is engaged in physical activity and (2) students are able to maintain a 6-foot physical distance from others.
- ❖ YMCA Before and After School Program plans are currently being developed to align with campus and district priorities and guidelines. Plans will be shared with all participants.

POINTS OF INTEREST

- ❖ Arrival
- ❖ Meal Time
- ❖ Building Use
- ❖ Recess, Specials, Programs
- ❖ Dismissal
- ❖ Procedural

ARRIVAL

STAFF ARRIVAL

CAMPUS PROCEDURES:

- ❖ All staff will self-screen for COVID-19 symptoms daily, and individuals with symptoms will be isolated and sent home.
- ❖ Campus staff is required to complete the self-screening questions prior to entry.
 - Staff should not enter campuses or district buildings if any of the following apply. The individual:
 - has been sick with symptoms of COVID-19 within the past 10 days. Symptoms include: feeling feverish or a measured temperature (100°F or higher), fatigue, a new loss of taste or smell, cough, congestion, runny nose, difficulty breathing, shortness of breath, headache, chills, sore throat, shaking or exaggerated shivering, significant muscle pain or ache, nausea/vomiting, diarrhea.
 - has a confirmed case of COVID-19, regardless of whether or not symptoms are present, within the past 10 days.
- ❖ All staff are required to have masks on when entering the building and ensure that students are wearing masks in the hallways and in classrooms.

TEACHER EXPECTATIONS:

- ❖ Staff will be required to complete a self-screening process prior to entering Williams Elementary.

CAMPUS PROCEDURES:

- ❖ Parents are required to screen students prior to coming on campus.
- ❖ Enter through the bus ramp door one at a time.
- ❖ Students must use hand sanitizer upon arrival.
- ❖ Students walk to grade-level nests/classrooms.
- ❖ Students can utilize the bathroom, but students must observe social distancing while in the bathroom.

STUDENT EXPECTATIONS:

- ❖ Wear masks when entering the building.
- ❖ Walk in physically distanced lines.

TEACHER EXPECTATIONS:

- ❖ Duty teachers will ensure that students are wearing masks.
- ❖ Duty teachers will help students stay socially distanced.

- ❖ Staff will wear face masks.
- ❖ Staff will be responsible for the daily cleaning of their face mask.

STUDENT ARRIVAL - BUS

CAMPUS PROCEDURES:

- ❖ Parents are required to screen students prior to coming on campus.
- ❖ Enter through the bus ramp door one at a time.
- ❖ Students must use hand sanitizer upon arrival.
- ❖ Students walk to grade-level nests/classrooms.
- ❖ Students can utilize the bathroom, but students must observe social distancing while in the bathroom.

STUDENT EXPECTATIONS:

- ❖ Wear masks when entering the building.
- ❖ Walk in physically distanced lines.

TEACHER EXPECTATIONS:

- ❖ Duty teachers will ensure that students are wearing masks.
- ❖ Duty teachers will help students stay socially distanced.

STUDENT ARRIVAL - CAR RIDER**CAMPUS PROCEDURES:**

- ❖ Parents are required to screen students prior to coming on campus.
- ❖ Cars unload at each Loading/Unloading Station. (Each station is marked.)
- ❖ Parents should avoid exiting the car.
- ❖ Enter through the cafeteria door one at a time.
- ❖ Students must use hand sanitizer upon arrival.
- ❖ Students walk to grade-level nests/classrooms.
- ❖ Students who arrive after 7:55 will report to the office to get a tardy pass. Parents may walk students to the front foyer. An office person will meet the student in the foyer.

STUDENT EXPECTATIONS:

- ❖ Wear masks when exiting the car.
- ❖ Walk in physically distanced lines.

TEACHER EXPECTATIONS:

- ❖ Duty teachers will ensure that students are wearing masks.
- ❖ Duty teachers will help students stay socially distanced.
- ❖ Duty teachers will direct students to the cafeteria door.

STUDENT ARRIVAL - WALKER & BIKE RIDER**CAMPUS PROCEDURES:**

- ❖ Parents are required to screen students prior to coming on campus.
- ❖ Park bikes on the Southwestern corner of the building.
- ❖ Students will use every other space in the bike rack to keep distance when arriving at school.
- ❖ Students are not to congregate in large groups with other students on the campus when arriving at school.
- ❖ Parents should avoid walking beyond the bike ramps.
- ❖ Parents are asked to not congregate in large groups with other parents.
- ❖ Students enter through the front door one at a time.
- ❖ Students must use hand sanitizer upon arrival.
- ❖ Students walk to grade-level nests/classrooms.

STUDENT EXPECTATIONS:

- ❖ Wear masks when entering the building.
- ❖ Walk in physically distanced lines.

TEACHER EXPECTATIONS:

- ❖ Duty teachers will ensure that students are wearing masks.

- ❖ Duty teachers will help students stay socially distanced.
- ❖ Duty teachers will direct students to the front door.

VISITOR ARRIVAL

CAMPUS PROCEDURES:

When students return to campus, and we are prepared to allow essential visitors, visitors will be admitted by appointment only. All essential visitors must be directly related to the social-emotional or academic growth of students. As health and safety forecasts improve, we will open up campuses to a wider variety of volunteers and visitors.

- ❖ All individuals entering the building will be required to wear a face mask.
- ❖ All individuals who have COVID-19 symptoms, or are lab-confirmed with COVID-19, must remain off campus until they meet the criteria for re-entry.
- ❖ Essential visitors will stand behind the shield guard installed at reception desks. They will be subject to COVID-19 symptom screening before entering any Georgetown ISD facility. All essential visitors must be approved by the principal.
- ❖ Parents will be allowed on campus by appointment only.
- ❖ Outside deliveries of food, school supplies, etc. will not be permitted. Only essential deliveries (i.e. necessary student medication) will be allowed.
- ❖ Volunteers and other visitors are not allowed to visit campuses at this time (including mentors, college representatives, guest speakers, etc.).
- ❖ Virtual tools will be used to conduct meetings such as PTA meetings, ARDs, LPAC, etc.
- ❖ Any individuals permitted to proceed beyond the reception area must follow all safety and campus protocols.

MEAL TIME

BREAKFAST - IN CLASSROOM PODS

CAMPUS PROCEDURES:

- ❖ Students will eat breakfast in a classroom in the grade level pod.
- ❖ At this time, due to COVID-19, mealtime visitors will not be permitted in the school.

STUDENT EXPECTATIONS:

- ❖ Wash hands or use hand sanitizer before and after eating.
- ❖ Maintain proper social distancing.
- ❖ Throw away trash.
- ❖ Clean up space.

TEACHER EXPECTATIONS:

- ❖ Teachers will remind students to wash hands or use hand sanitizer.
- ❖ Teachers will ensure social distancing during breakfast.

LUNCH - IN CAFETERIA

CAMPUS PROCEDURES:

- ❖ Hand sanitizing stations will be available at entrances and exits of the cafeteria.
- ❖ Posted signage and staff will reinforce social distancing and traffic patterns in the cafeteria.
- ❖ Partitions will be in place between the cashiers and students.
- ❖ Lunch purchases will be contactless. Students will not key in lunch numbers.
- ❖ Each classroom will be assigned a lunch time.
- ❖ Grade level lunch times are staggered by 5 minutes.
- ❖ No more than 2 grade levels in the cafeteria at a time.
- ❖ Students will be seated on the same side of the table.
- ❖ Students will sit physically distanced from each other. Seats will be marked.
- ❖ The same duty teachers will be scheduled in the cafeteria each day for up to 2 grade levels.
- ❖ At this time, due to COVID-19, mealtime visitors will not be permitted in the school cafeterias.
- ❖ All food purchased from the cafeteria will be pre-packaged.
- ❖ Students may bring their lunches.
- ❖ Meals may not be delivered to students unless medical diet restrictions cannot be met by the school-provided lunch. If a student forgets their lunch, they will be provided a brown bag lunch from the cafeteria.

STUDENT EXPECTATIONS:

- ❖ All students are expected to wash hands or use hand sanitizer prior to entering and when leaving the cafeteria.
- ❖ Sit at designated open seats.
- ❖ Hands and feet to self.
- ❖ No sharing food.
- ❖ Stay in your seat.
- ❖ Raise your hand for help.
- ❖ Put your mask on when finished eating.
- ❖ Throw trash away at dismissal.
- ❖ Clean up after yourself.

TEACHER EXPECTATIONS:

- ❖ Wear a mask while on lunch duty.
- ❖ Teachers will monitor students while in the cafeteria to ensure social distancing.
- ❖ Teachers will supervise students in cafeteria lines.
- ❖ Teachers will direct students to open seats.

BUILDING USE

STUDENT BATHROOMS

CAMPUS PROCEDURES:

- ❖ Each teacher will schedule their classroom 1-3 restroom breaks in the morning and 1-3 restroom breaks in the afternoon.
 - The class will line up socially distanced.
 - 6 students allowed in the restroom at a time.
- ❖ Only 1 student at a time will be released from a classroom to visit the pod bathroom.
- ❖ Increased disinfecting will occur throughout the school day. Staff and students must wash their hands with soap and water prior to exiting the bathroom.

STUDENT EXPECTATIONS:

- ❖ Wear a mask.
- ❖ Wait for your turn.
- ❖ Keep social distance.
- ❖ Respect the privacy of others.
- ❖ Wash your hands with soap and water.
- ❖ Use 2 paper towels to dry hands.
- ❖ Keep the area clean.

TEACHER EXPECTATIONS:

- ❖ Teachers schedule restroom break times with other grade-level teachers.
- ❖ Teachers monitor the number of students in the restroom during restroom breaks.
- ❖ Duty teachers will help students stay socially distanced.

HALLWAYS**CAMPUS PROCEDURES:**

- ❖ Walk in socially distanced lines.
- ❖ Walk on the right.
- ❖ Use pod staircases.
- ❖ Water fountains will be used to fill water bottles throughout the day. Students are expected to take water bottles home to be cleaned on a daily basis. Students will not be permitted to drink directly from the water fountains.

STUDENT EXPECTATIONS:

- ❖ Wear masks.
- ❖ Keep hands to self.
- ❖ Eyes forward.
- ❖ Walk in line socially distanced.
- ❖ Stop on tracks.

TEACHER EXPECTATIONS:

- ❖ Wear masks.
- ❖ Ensure students are socially distanced.

CLASSROOMS**CAMPUS PROCEDURES:**

- ❖ Parents are asked to check their child for temperature and COVID-19 symptoms prior to sending them to school each day. If a child is displaying symptoms, please do not send the child to school. Notify the school nurse or office.
- ❖ Teachers will receive training to deliver classroom health protocol lessons.
- ❖ Students will participate in training specific to newly adopted health and safety protocols.
- ❖ 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 stations will be located through the school.
- ❖ Teachers will have access to disinfectant to sanitize working surfaces.

- ❖ Whenever possible, students and staff will maintain consistent groupings of people to minimize the spread of the virus. Homeroom classes will be kept together.
- ❖ Group or pair work can be implemented while maintaining physical distancing or wearing a mask.
- ❖ The use of outdoor space for learning will be considered when possible. Classroom groups working outside will maintain at least 12-ft of social distancing from other classroom groups.
- ❖ Students will be assigned a personal cubby space for their belongings inside each classroom.
- ❖ Students will use their own school supplies.
- ❖ 2 students will be assigned to a table.

STUDENT EXPECTATIONS:

- ❖ Students will wash hands or use hand sanitizer when entering and leaving the classroom.
- ❖ Students will be expected to adhere to class and school-wide protocols that are consistent with CDC guidelines.
- ❖ Students will avoid sharing school supplies and will sanitize shared items after each use.

TEACHER EXPECTATIONS:

- ❖ Teachers will create assigned seating arrangements to ensure social distancing when possible.
- ❖ Teachers will open doors to allow for additional ventilation during class and in between classes so students don't touch doors or handles.
- ❖ Teachers/staff should be stationed outside their door to provide adequate supervision of their classroom and hallway.
- ❖ Teachers will use disinfectant to sanitize working surfaces throughout the day.

NURSE CLINIC

CAMPUS PROCEDURES:

- ❖ V. Romo, Registrar/PEIMS Clerk, will run the Nurse's Clinic when Nurse Gibson is in the COVID Isolation Room.
- ❖ Teachers need to keep healthy kids in their classrooms and triage as much as possible. Chapped lips, paper cuts, small scrapes, etc must be triaged in the classroom to prevent exposure.
- ❖ Teachers will have first aid supplies including ice packs in every classroom/grade level pod.

STUDENT EXPECTATIONS:

- ❖ Students will knock on the door for access to the Nurse Clinic.

TEACHER EXPECTATIONS:

- ❖ Teachers treat students with minor first aid situations inside the classroom.
- ❖ Teachers utilize classroom phones to call the Nurse's Clinic.

COVID ISOLATION ROOM

CAMPUS PROCEDURES:

- ❖ Teachers will monitor students and refer them to the nurse if symptoms are present.
- ❖ If students display symptoms of COVID-19 or are feeling feverish, the school nurse will provide a clinical assessment to determine if and when a student needs to be sent home.

- ❖ Students who are ill will be separated from their peers and should be picked up within 30 minutes from the time the campus has contacted the parent/guardian.
 - A faculty member will walk students with COVID-19 symptoms to the COVID Isolation room and ring the bell for Nurse Gibson.
 - The COVID Isolation room is located in room 1302.
 - V. Romo, Registrar/PEIM Clerk, will run the Nurse's Clinic when Nurse Gibson is in the COVID Isolation Room.
- ❖ If an individual who has been in a school is lab-confirmed to have COVID-19, the school must notify its local health department, in accordance with applicable federal, state and local laws and regulations, including confidentiality requirements of the Americans with Disabilities Act (ADA) and Family Educational Rights and Privacy Act (FERPA).
- ❖ Case investigation and contact tracing will be conducted by the local health entity. If an infected individual was on campus during the infectious period, school personnel will provide information to inform the case investigation and contact tracing process.
- ❖ Schools must close off areas that are heavily used by the individual with the lab-confirmed case (student, teacher, or staff) until the non-porous surfaces in those areas can be disinfected unless more than three days have passed since that person was on campus.
- ❖ The campus (staff and parents) will be notified of any new lab-confirmed COVID-cases at the end of each day. In addition, parents of students who were in class(es) with a person who has been lab-confirmed to have COVID-19 will be notified.
- ❖ Staff members displaying COVID-19 symptoms will follow district protocols including isolation from students and other staff members.
- ❖ Students and staff who have tested positive for COVID-19 will be permitted to return to school when they have documented the following requirements:
 - They are 24 hours fever-free without using fever-reducing medication;
 - Improved symptoms (cough, difficulty breathing, etc.);
 - 10 days have passed since symptoms began.
- ❖ If a classroom or facility is closed due to COVID-19 spread, quaternary disinfectant, which is recommended for use on the virus that causes COVID-19, will be used to disinfect.
- ❖ Custodial staff will disinfect classrooms, restrooms, athletics, fine arts areas and all additional areas throughout the school facility daily.

STUDENT EXPECTATIONS:

- ❖ Students should enter with a faculty member.

TEACHER EXPECTATIONS:

- ❖ Teachers will monitor students for COVID-19 symptoms.
- ❖ Teachers will walk students with COVID-19 symptoms to the COVID Isolation Room.

COMMON AREAS: CONFERENCE ROOMS, ARD ROOMS, COMMUNITY ROOM, DESIGN LABS

DISTRICT GUIDANCE:

- Classes/grade levels will sign up to reserve common areas.
- Campuses will develop schedules and follow protocols for the use of common areas, including how to sanitize the space between use. When needed, students will bring personal supplies from the classroom.
- When necessary, campus administration must create a plan for PTA/booster visitation and areas of use for meetings to adhere to COVID-19 district, campus, UIL, and CDC safety protocols.

TEACHER EXPECTATIONS:

- ❖ Wear masks.
- ❖ Maintain social distancing.
- ❖ Faculty members will sanitize workspaces before and after each usage.

LIBRARY**CAMPUS PROCEDURES:**

- ❖ A closed cart or bin will be provided outside the library for campus learners to return books.
- ❖ Books will be set aside for a minimum of 3 days for quarantine.
- ❖ Books will be checked in after the 3-day quarantine by the librarian.
- ❖ The library space will only be used for library services. Meetings will be held in other locations to minimize the risk to librarians and patrons.
- ❖ Spaces will be sanitized between classes. (sit spots, door handles, counters, tables, devices, etc.)
- ❖ Library Makerspaces will be suspended until the sharing of materials is deemed safe by the CDC, Texas Governor, and ALA.

STUDENT EXPECTATIONS:

- ❖ Wear a mask.
- ❖ Use hand sanitizer when entering and exiting the library.

TEACHER EXPECTATIONS:

- ❖ Wear a mask.
- ❖ Monitor students to ensure social distancing.

RECESS / SPECIALS / PROGRAMS**RECESS****CAMPUS PROCEDURES:**

- ❖ When a student is outside, masks are not required if two criteria are met: (1) the student is engaged in physical activity and (2) students are able to maintain a 6-foot physical distance from others.
- ❖ All students and staff will be required to wash their hands or use alcohol-based hand sanitizer before entering the playground and upon exiting the playground.
- ❖ Recess is scheduled one class at a time.
- ❖ While in the classroom, brain breaks and “mask breaks” will be implemented as needed, at the discretion of the campus/teacher.

STUDENT EXPECTATIONS:

- ❖ Maintain social distancing.
- ❖ Keep hands, feet, and objects to self.
- ❖ Use equipment safely.
- ❖ Keep things that belong on the ground on the ground.
- ❖ Be respectful of others.

TEACHER EXPECTATIONS:

- ❖ Monitor to ensure the social distancing of students.

- ❖ Engage with students.

OUT CLASS - ART, MUSIC, PE

CAMPUS PROCEDURES:

- ❖ 1 homeroom class will be assigned to art, music, or PE.
- ❖ All students and staff will be required to use hand sanitizer when entering and exiting art, music, or PE.
- ❖ When a student is outside, masks are not required if two criteria are met: (1) the student is engaged in physical activity and (2) students are able to maintain a 6-foot physical distance from others.

STUDENT EXPECTATIONS:

- ❖ Wear a mask.
- ❖ Use hand sanitizer when entering and exiting art, music, PE.

TEACHER EXPECTATIONS:

- ❖ Wear masks.
- ❖ Maintain social distancing.
- ❖ Faculty members will sanitize the workspace before and after each usage.

DYSLEXIA / TIER III INTERVENTION / RESOURCE

CAMPUS PROCEDURES:

- ❖ Identified students will receive instruction in a small group in the grade level pod or program classrooms.
- ❖ Face shields and masks will be utilized for Dyslexia class instruction.

STUDENT EXPECTATIONS:

- ❖ Wear a mask.
- ❖ Use hand sanitizer when entering and exiting the classroom.

TEACHER EXPECTATIONS:

- ❖ Wear masks.
- ❖ Maintain social distancing.
- ❖ Faculty members will sanitize the workspace before and after each usage.

GT

CAMPUS PROCEDURES:

- ❖ On-Campus (after week 3): Services will be provided in the GT classroom with flexible push-in support as needed.
- ❖ Remote Learning (after the first 3 weeks): Students will receive services through a district-wide GT curriculum program. Students this year will be required to participate for their full 150-180 minutes/week. Parents have the option to furlough their GT students if they don't want to participate in GT this school year.
- ❖ GT Curriculum: Instead of having year-long projects, we will adjust our curriculum to having shorter projects, as to accommodate students who transfer from on-campus to remote-learning between the 9 weeks.
- ❖ GT Testing for Transfer students during the first 6 weeks: Remote learners will come to campus or a district

facility for testing.

STUDENT EXPECTATIONS:

- ❖ Wear a mask.
- ❖ Use hand sanitizer when entering and exiting the classroom

TEACHER EXPECTATIONS:

- ❖ Wear masks.
- ❖ Maintain social distancing.
- ❖ Faculty members will sanitize the workspace before and after each usage.

DISMISSAL

STUDENT DISMISSAL - BUS RIDERS AND DAYCARE VANS

CAMPUS PROCEDURES:

- ❖ Parents picking up students during the day prior to 2:30 will call ahead so that students can be sent or accompanied to parent vehicles upon arrival.
- ❖ Pods will release at different times.
 - 2:55 4th (Main stairs) & 5th (Back stairs)
 - 3:00 2nd (Main stairs) & 3rd (Back stairs)
 - 3:05 K & 1st
 - 3:10 PK & Special Ed 3:00 PK & Special Ed.
- ❖ Students will walk in socially distanced lines to the buses.

STUDENT EXPECTATIONS:

- ❖ Wear a mask.
- ❖ Walk in a socially distanced line.
- ❖ Hands to self.
- ❖ Eyes forward.

TEACHER EXPECTATIONS:

- ❖ Wear masks.
- ❖ Ensure that students are wearing masks.
- ❖ Monitor to ensure the social distancing of students.

STUDENT DISMISSAL - WALKERS AND BIKE RIDERS

CAMPUS PROCEDURES:

- ❖ Pods will release at different times.
 - 2:55 4th (Main stairs) & 5th (Back stairs)
 - 3:00 2nd (Main stairs) & 3rd (Back stairs)
 - 3:05 K & 1st
 - 3:10 PK & Special Ed
- ❖ Students will walk in socially distanced lines to the Kindergarten Pod.

- ❖ Teachers will assist in monitoring students to discourage large groups from congregating.
- ❖ Students will use every other space in the bike rack to keep distance when arriving at school.
- ❖ Students will immediately leave campus and begin walking or riding their bike home at the end of the school day.
- ❖ Students are not to congregate in large groups with other students on the campus when dismissed from school at the end of the day.
- ❖ It is recommended that students keep social distance while walking or riding their bike home.
- ❖ Parents are asked to not congregate in large groups with other parents as they wait for their child to be dismissed from school.
- ❖ Parents picking up students during the day prior to 2:30 will call ahead so that students can be sent or accompanied to parent vehicles upon arrival.

STUDENT EXPECTATIONS:

- ❖ Wear a mask.
- ❖ Walk in a socially distanced line.
- ❖ Hands to self.
- ❖ Eyes forward.

TEACHER EXPECTATIONS:

- ❖ Wear masks.
- ❖ Ensure students are wearing masks.
- ❖ Monitor to ensure the social distancing of students.
- ❖ Duty teachers will walk with students to the end of the campus sidewalk.

STUDENT DISMISSAL - CAR RIDER

CAMPUS PROCEDURES:

- ❖ Pods will release at different times.
 - 2:55 4th (Main stairs) & 5th (Back stairs)
 - 3:00 2nd (Main stairs) & 3rd (Back stairs)
 - 3:05 K & 1st
 - 3:10 PK & Special Ed 3:00 PK & Special Ed.
- ❖ Students will walk in socially distanced lines to the Cafeteria.
- ❖ Students sit by grade level on marked seats.
- ❖ Parents use signs with students' names written on them.
- ❖ Parents use the far right lane and stop at the assigned Loading/Unloading Station.
- ❖ Parents remain in the car at all times.
- ❖ Parents are not allowed to park and walk to pick-up their students in the car rider line.
- ❖ Parents are asked to not congregate in large groups with other parents as they wait for their child to be dismissed from campus.
- ❖ Day care will pick up on the bus ramp in the back of the school.
- ❖ Parents picking up students during the day prior to 2:30 will call ahead so that students can be sent or accompanied to parent vehicles upon arrival.

STUDENT EXPECTATIONS:

- ❖ Wear masks.

- ❖ Maintain social distancing.
- ❖ Sit in the open seat.
- ❖ Hands and feet to self.
- ❖ Stay in your seat.
- ❖ Raise your hand for help.
- ❖ No outside technology allowed.

TEACHER EXPECTATIONS:

- ❖ Wear masks.
- ❖ Ensure students are wearing masks.
- ❖ Monitor to ensure the social distancing of students.
- ❖ Assist students loading into cars.

PROCEDURAL

HANDWASHING

CAMPUS PROCEDURES:

- ❖ Hand sanitizer will be available at the main entry to the campus, in classrooms, in the cafeteria, and in common areas throughout the campus.

STUDENT EXPECTATIONS:

- ❖ Wash hands or use hand sanitizer when entering and leaving the classroom, restroom, cafeteria, or campus.

TEACHER EXPECTATIONS:

- ❖ Wash hands or use hand sanitizer when entering and leaving the classroom, restroom, cafeteria, or campus.
- ❖ Teachers remind students throughout the day to use hand sanitizer.

TRACKING STUDENT ENGAGEMENT

CAMPUS PROCEDURES:

Student academic work ensures **engagement that is equivalent to direct content work that a student would be engaged in over a normal school year.** As guidance, this direct work with academic content matches or exceeds the following average daily minimums across all subjects:

- PPCD (½ Day) – 90 instructional minutes
- Full day PreK – 180 instructional minutes
- K through 5th grade – 180 instructional minutes

STUDENT EXPECTATIONS:

- ❖ Students will complete asynchronous activities assigned each day.
- ❖ Students show proof of participation in daily virtual instruction by satisfactorily completing assignments to demonstrate evidence of student learning, e.g., video, picture, or activities submitted as lessons and/or completing assignments.
- ❖ Students and parents will communicate with the teacher when needing additional assistance, tutoring, etc.

TEACHER EXPECTATIONS:

- ❖ Teachers will communicate asynchronous activities on a weekly agenda.

DRILLS - LOCKDOWN, EVACUATION, BAD WEATHER**CAMPUS PROCEDURES:**

Georgetown ISD will continue to follow the Standard Response Protocol (SRP) and its emergency actions of Lockout, Lockdown, Evacuate, and Shelter. Drill procedures may need to be modified by campus principals to ensure that recommended health precautions are followed while still preparing students and staff for effective responses in the case of an actual emergency.

- ❖ An administrator will provide instructions via intercom prior to the drill, notifying staff and students that a drill is commencing and that one designated group will delay exiting their classroom for a specific period of time (60 to 90 seconds, as determined by the principal) in order to allow social distancing by reducing the pedestrian load in hallways and exit points. At the conclusion of the drill, the different groups will stagger their re-entry to the building to maintain social distancing.

Note: this process can be implemented for other drills or campus activities where reducing hallway load is needed. After each drill, staff and students will be reminded that in an actual emergency, they must exit/evacuate without delay and without a staggered exit/evacuation.

- Fire Drill - Students will socially distance. 2nd-floor classrooms will exit first.
- Lock Down Drill - Students will socially distance in the assigned location.
- Shelter In Place (Bad Weather) Drill - Each pod will complete the drill in isolation.
- ❖ Actual Emergencies: Administration will emphasize that social distancing will not be required during an actual emergency such as a fire, lockdown, shelter for dangerous weather, evacuation, etc.

STUDENT EXPECTATIONS:

- ❖ Wear masks.
- ❖ Maintain social distance.
- ❖ Listen and follow directions.
- ❖ Maintain a level 0 voice level.

TEACHER EXPECTATIONS:

- ❖ Wear masks.
- ❖ Ensure students are maintaining social distancing.

TECHNOLOGY DISTRIBUTION**CAMPUS PROCEDURES:**

- ❖ Students will receive technology devices from their home campus prior to Monday, August 20.
Pre-Kindergarten - First grade will receive an iPad. Second - Fifth graders will receive a Chromebook.
- ❖ WES will communicate procedures to parents via email, phone message, and posting on the website.

PARENT NOTIFICATION IN CASES OF LAB-CONFIRMED COVID-19 POSITIVE

CAMPUS PROCEDURES:

- ❖ The campus (staff and parents) will be notified of any new lab-confirmed COVID-cases at the end of each day.
- ❖ Parents of students who were in class(es) with a person who has been lab-confirmed to have COVID-19 will be notified.