

IOWA PARK CONSOLIDATED INDEPENDENT SCHOOL DISTRICT

***2020-2021  
RETURN TO  
SCHOOL PLAN***



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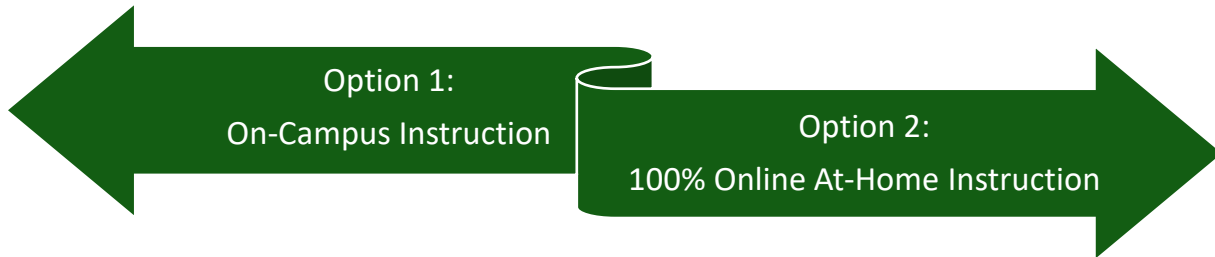
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The situation with COVID-19 is continuously changing, as are the protocols and measures needed to keep students and staff safe. Plans will remain flexible to accommodate potential changes and these guidelines may be modified as needed. As adjustments may be necessary throughout the coming school year, it will be our priority to keep the community informed of those changes and updates. The Iowa Park CISD website will provide you with the most up-to-date information.

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# Instructional Information and Options for Families



## Option 1: On-Campus Instruction

The on-campus instruction model is like “traditional school.” Students arrive at the campus and attend classes each day with new health and safety guidelines noted in this document.

The current campus grading policies and attendance procedures will be utilized as described in the student handbook. *Per Texas Education Code (TEC) 25.092, students must attend 90% of the days a course is offered in order to be awarded credit for the course and/or be promoted to the next grade level. This requirement remains in force during the 2020-2021 school year for BOTH Option 1 and Option 2.*

If circumstances require the Governor, the county health district, or the school district to close schools to on-campus instruction, students who have chosen on-campus learning will continue to be taught virtually by their current classroom teacher(s). If campuses close, all teachers will post videos, lessons, and/or assignments in Google Classroom (Pre-k-Grade 4) or Schoology (Grades 5-12). In case of a campus or district closure, students will be expected to log into class every day.

On-campus students will be using district-issued technology devices daily in their classes. For grades pre-k through 5, devices will be kept at school. Each student will be assigned a device while at school and will be the only student using that device. In the case of a closure, students will be allowed to pick up a device for online instruction.

### Attendance for On-Campus Students in the Case of a School Closure

If a campus must close for health reasons, the student will be counted as present for the day if the student participates in each class. Participation could be in the form of an assignment being turned in or attendance in a virtual class.

### Moving from Option 1 to Option 2

Students may move from Option 1 to Option 2 at any time. However, unless determined differently by the campus principal, students will not be able to return back to Option 1 until the end of the grading period.

## Option 2: 100% Online At-Home Instruction

This option allows students to remain at home to receive all instruction. The student’s learning experience will be completely online and will be facilitated by certified IPCISD teachers. Each campus will designate virtual teachers. Instruction will be delivered through a Learning Management System (LMS). Student assignments and instructional videos will be posted to the LMS for students online. If you do not have home internet access and wish to receive paper packets, parents will be expected to pick up and drop off assignments. Students will not be allowed to pick up or drop off paper packets.

### Online Instructional Platform

*Students may request a school-issued device, or they may use their own device for online learning.*

	Pre-K through Grade 4	Grade 5 through Grade 12
Learning Management System (LMS)	Google Classroom	Schoology
Daily Login Schedule	Between 8:00AM-3:45PM	Between 8:00AM-3:45PM

Campuses will release more detailed information about the delivery of instructional content and expectations. Parents should support students as a “learning coach” and ensure students are engaged in their virtual learning activities.

### Attendance for Online Students

*Per Texas Education Code (TEC) 25.092, students must attend 90% of the days a course is offered in order to be awarded credit for the course and/or be promoted to the next grade level. This requirement remains in force during the 2020-2021 school year for BOTH Option 1 and Option 2.*

Students are required to log in to the Learning Management System for their grade level and complete assignments daily. Students will be marked as absent from the class or day if they do not login and/or complete assignments daily for the week.

### Grading

Online learners are expected to complete assignments on time and correctly just as if they were on campus and in the classroom. Grading will be consistent with the guidelines and practices used in on-campus face-to-face instruction in accordance with the student handbook. There will be no pass/fail grades given.

### Extracurriculars

Students receiving instruction online may only participate in on campus extracurricular practices and competitions before or after the school day. In other words, students receiving online instruction will not be allowed to attend face-to-face instruction for that class during the school day.

### Moving from Option 2 to Option 1

Students may choose to move to Option 1 at the end of the grading period. They will start the first day of the new six-week on campus.



## Return to School Protocols

Following are the return to onsite work protocols for Iowa Park CISD campuses and administration buildings. Since this is an ever-changing situation, the district may need to change protocols at any time to address specific needs and circumstances in order to protect the health and safety of students, employees and the community. Please note, health guidance cannot anticipate every unique situation. As a result, Iowa Park CISD will continue to consult available guidance through governmental agencies and other information deemed relevant to monitor the situation. The district will comply with applicable federal and state employment and disability laws, workplace safety standards and accessibility standards to address individual needs.

It is important to remember the virus that causes COVID-19 can be spread by infected persons who have few or no symptoms. Even if an infected person shows no symptoms or is only mildly ill, the people they spread it to may become seriously or fatally ill, especially for persons 65 years of age or older with pre-existing health conditions placing them at higher risk. Because of the hidden nature of this threat, Iowa Park CISD expects all employees, students and families to rigorously follow these practices.

### Preparation for the Opening of School

Iowa Park CISD will ensure all staff, resources and supplies are prepared for opening school, including but not limited to assigning sufficient staff to carry out re-opening, ensuring proper training and stocking inventory of necessary supplies, such as personal protective equipment (PPE).

The Centers for Disease Control and Prevention (CDC) provides guidance, recommendations and resources to assist with plans and protocols for health and safety. Before schools re-open, Iowa Park CISD will implement health and safety plans that include:

- Ensuring adequate supply inventory (e.g., PPE, cleaning supplies, hand sanitizer, etc.)
- Cleaning with products approved by governing authorities and per guidelines from the Environmental Protection Agency
- Ensuring compliance with CDC, Health and Human Services, the Texas Education Agency and other jurisdictional policies
- Providing communication of procedures and expectations upon entering facilities and throughout buildings

## Protocols for Screening and Isolation

### Staff Screening Protocol

Teachers and staff (including substitute teachers) will be required to complete a self-screening process prior to entering an Iowa Park CISD building, and the district may require further screening of employees at any time based on current state and federal guidelines. Staff are expected to sign in any time they are accessing a District facility/building utilizing the QR codes on the exterior doors of the building.

Teachers and staff must report to their immediate supervisor if they have COVID-19 symptoms or are lab-confirmed with COVID-19, and if so, they must remain off campus until they meet the criteria for re-entry. Additionally, they must report to their immediate supervisor if they have had close contact with an individual who is lab-confirmed with COVID-19. Teachers and staff must also report if they have traveled internationally or on a cruise in the past 14 days. These individuals must follow current CDC self-quarantine recommendations: [View current CDC recommendations.](#)

### Staff Isolation Protocols

If a staff member displays symptoms of COVID-19, students will be moved to a different area of the campus while the classroom or area compromised is disinfected. After disinfecting protocols are met, students will be allowed back in to the area. The district will follow CDC and/or local health department guidelines for staff returning to school who have tested positive for COVID-19.

### Student Screening Protocols

Students arriving at school are presumed to be screened by parents and certified as symptom-free. Screening is accomplished by the parents each day prior to arriving at school. Parents are asked to utilize the Iowa Park CISD Self-Screener as a guide. The self-screener is located at the end of this document and is not required to be sent to the campus daily. Parents must ensure they do not send a child to school if the child has COVID-19 symptoms, is running a fever, or is lab-confirmed with COVID-19.

### Student Isolation Protocols

- For students displaying 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 and no later than 1 hour from the time the campus has contacted the parent/guardian.

- Other students will be removed from the classroom and taken to an alternate location on campus (go on a walk outside, move to a different classroom, etc.) so that the classroom can be disinfected.
- 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).
- 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.
- District communication will be provided to the students who came in contact with a student or staff member displaying COVID-19 symptoms.
- The district will follow CDC and/or local health department guidelines for students returning to school who have tested positive for COVID-19.

### Visitor Screening

Parents are discouraged from entering the campus and will not be allowed beyond the front office area.

- Parents/families will not be allowed to eat lunch on campus with their child.
- Volunteers 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. as necessary.
- All visitors will be subject to screening by way of a symptom screening form before entering any Iowa Park CISD facility.
- If visitors have COVID-19 symptoms, or are lab confirmed with COVID-19, they must remain off campus until they meet the criteria for re-entry.
- All individuals entering the building will be required to wear face coverings.
- Visitors will stand behind the shield guard installed at reception desks.
- Any Individuals permitted to proceed beyond the reception area must follow all safety and campus protocols.

### **Protocols for Personal Protective Equipment (PPE)**

Schools are required to comply with the governor's executive order regarding the wearing of face coverings. All students and staff are expected to wear face coverings during school hours. This requirement is subject to change.

- Face coverings include non-medical grade disposable face masks, cloth face coverings (over the nose and mouth), or full-face shields to protect eyes, nose, and mouth.

- All students and staff will wear face coverings when transitioning from one place to the next beginning with getting out of the car at school in the morning or onto the bus each morning and afternoon.
  - Once in the classroom setting, face coverings can be removed when appropriate as per social distancing guidelines. (Note: The teacher has the discretion to require students to wear face coverings throughout the class period.)
  - It may be impractical for students to wear masks or face shields while participating in some non-UIL athletic or other extracurricular activities or while at PE or recess.
  - Students will not be required to wear face coverings while eating but will be socially distanced as space allows. Face coverings will be worn while standing in the lunch line.
  - Individual needs regarding face coverings will be addressed on a case-by-case basis. Requests for accommodations should be submitted to campus administration. A medical release will be required for students who are requesting not to wear a mask.
  - Additional protective equipment will be provided to school nurses for use in the clinic.
  - Students and staff will be provided with a reusable face covering. Families will be responsible for daily cleaning and are requested to supply a student face covering should the one provided by the school become unusable or lost.
  - Elementary students will be supplied with a device that clips to their masks so they can easily pull the mask on and off of their faces without losing or dropping their masks.
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## Protocols for Social Distancing

Where feasible and without disrupting the educational experience, IPCISD will encourage students to practice social distancing to the best extent possible.

IPCISD will social distance student desks as space allows. Classrooms will be utilizing less tables and more individual desks to maximize social distancing.

Each campus will have specific entry, exit, and transition procedures that reduce large group gatherings of students and/or adults. Guidance will be given to students at each campus to wait six feet apart outside entrances within the building.

Parents must remain outside during drop-off and pick-up. We ask that parents practice social distancing while dropping off or waiting on students.

## Protocols for Hand Sanitizing

Frequent disinfection and hand sanitization will ensure health and wellness of students and staff. During the first week of school, teachers will instruct all students in good handwashing techniques.



## Hand Washing/Sanitizing Expectations

- Hand sanitizer will be available at the main entry to the campus, in classrooms, in the cafeteria and in common areas throughout the campus.
  - Paper towels will be provided near all doors to use for all high-touch areas.
  - Staff and students will be expected to regularly wash or sanitize their hands including before and after eating, following restroom breaks, and after recess.
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## Protocols for Campus Cleaning and Disinfecting

Frequent cleaning and disinfection will support a healthy learning and work environment for students and staff.

### Daily Campus Cleaning

- Each classroom and restroom will be cleaned and disinfected.
- All high-touch areas will be disinfected throughout the day.
- Custodians will be expected to wear PPE (masks and gloves) during work hours.
- Cafeterias will be disinfected between lunch periods.
- Staff and students will have access to disinfecting items to sanitize working surfaces, shared objects, and high-touch areas after use and during breaks in instruction.

### Restrooms

- Staff should supervise and limit the number of students that enter the bathroom at one time to comply with health agency recommendations and social distancing.
  - The scheduling of whole class restroom breaks is recommended to eliminate co-mingling of students across various classes and to ensure teacher monitoring of social distancing guidelines.
  - Increased disinfecting will occur throughout the school day. Staff and students must wash hands with soap and water prior to exiting the bathroom. Proper handwashing techniques will be taught to all students and consistently reinforced.
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## Protocols for Common Areas and Meetings

Common areas include spaces that are used for meetings and collaboration. This includes computer labs, flexible spaces, conference rooms and other meeting rooms.

- All students and staff will be required to use hand sanitizer when entering and exiting 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.
  - There will be procedures for students to sanitize their spaces before and after usage.
  - Number of students in a common area will be based upon social distancing practices.
  - Visual reminders will be displayed for social distancing throughout common areas. Informational graphics and markers will be posted to help with 6 ft. social distancing.
  - If meetings must be held in person, all social distancing protocols will be implemented:
    - Facial coverings
    - Six-feet social distancing when possible
    - Limiting the sharing of materials/supplies
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## Bus Transportation

As schools reopen, students using school bus transportation services will follow revised protocols. Starting at the time when students arrive at their designated bus stop and board the school bus, the new safety and sanitizing protocols will need to be followed.

Bus routes will run at regular capacity. Although the district is implementing the safety protocols and disinfecting efforts as described, families are encouraged to drop students off, carpool or walk with their student to school to reduce possible exposure on buses. Students will use hand sanitizer before going to their seats on the bus. All bus windows will remain open as weather permits. **All drivers and students must wear face coverings while on the school bus.**

## Cafeteria - Breakfast and Lunch

Based on building capacity and student enrollment, campus administration will determine areas that may be utilized for lunch and breakfast. These areas could include classrooms, the library or other large areas within the school building.

Teachers will monitor the cafeteria and hallways to promote social distancing practices. Depending on the number of students in the school, students may have meals in both the cafeteria and in classrooms. Cafeteria capacity will be based on current guidelines. Physical distance will be provided around each occupiable seat. Posted signage and staff will reinforce social distancing and traffic patterns in the cafeteria. Microwaves will not be provided in the cafeteria due to the opportunity for cross contamination with a high-touch device. Hand sanitizing stations will be available at entrances and exits of the cafeteria.

## Standard Classroom Procedures

Classroom protocols and procedures will include expectations regarding not sharing school supplies, social distancing, no or limited group work and hand washing or sanitizing, etc. Teachers will ensure high-touch areas in the classroom are wiped in between classes. Each classroom will be outfitted with the following:

- 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.
- 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.
- Technology should be utilized when students are involved in collaborative work.
- Group or pair work can be implemented while maintaining physical distancing.
- In classroom spaces that allow it, consider placing student desks a minimum of six feet apart when possible.
- 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.

## Water Fountains

Water fountains will not be used. Students may bring full water bottles to school with them with their name in clear sight.

## Recess/Playground

Teachers will monitor students to ensure safety guidelines are followed. Campuses will consider limiting the number of students per recess group. Staggered schedules and consistent cohorts will be utilized. Students will not be required to wear face coverings at recess if other safety guidelines are otherwise followed.

## IPCISD COVID-19 Self-Screener

*This does not need to be returned to the school. This is to be used as guidance for symptom checking.*

In the past 24 hours, have you experienced:

Symptom	Yes	No
Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit		
Loss of taste or smell		
Cough		
Difficulty breathing		
Shortness of breath		
Headache		
Chills		
Sore throat		
Shaking or exaggerated shivering		
Significant muscle pain or ache		
Diarrhea		

Have you been in "close contact" with any person who has been diagnosed with COVID-19? For clarity, close contact is defined as: a. being directly exposed to infectious secretions (e.g., being coughed on while not wearing a mask or face shield); or b. being within 6 feet for a cumulative duration of 15 minutes, while not wearing a mask or face shield; if either occurred at any time in the last 14 days at the same time the infected individual was infectious.)

Yes		No	
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