

BROADDUS ISD



COVID-19 PUBLIC HEALTH & SAFETY PLAN FOR THE 2020-2021 SCHOOL YEAR

This guidance document is being provided based on the public health situation as we understand it today and was developed in consultation with stakeholders after soliciting public comment. It is intended to support school systems in planning for the school year 2020-2021 activities and instruction beginning August 2, 2020. Changes to the public health situation may necessitate changes to this guidance, including additional school operations restrictions after reviewing every 6 months. The revised version of the plan will then be posted on the website at www.broaddusisd.com.

This guidance addresses:

- On-campus and virtual instruction

- Administrative activities by teachers, staff, or students that occur on school campuses or virtually

- Extracurricular sports and activities

- Any other activities that teachers, staff, or students must complete that cannot be accomplished virtually

- Visits by parents and the general public

It is recommended that after-school providers and other programs that operate in conjunction with campuses follow this guidance in coordination with the campus(es) they serve.

Public Health Considerations

The virus that causes COVID-19 can infect people of all ages, and BISD leaders will do everything feasible to keep students safe. That said, research from the Centers for Disease Control (CDC), among others, has found that while children do get infected by COVID-19 and some severe outcomes have been reported in children, relatively few children with COVID-19 are hospitalized or have severe symptoms.

A child with a mild or even asymptomatic case of COVID-19 can spread the infection to others. The same is true for adults. Even if an infected person is only mildly ill, the people they spread it to may become seriously ill or even die, especially if that person is 65 or older with preexisting health conditions that place them at higher risk.

While it is not possible to eliminate all risk of furthering the spread of COVID-19, the current science suggests there are many steps schools can take to reduce the risks to students, teachers, staff, and their families significantly. This guidance document contains information on four sets of practices that minimize the likelihood of viral spread, including some that are requirements for all schools and others that are recommendations:

- **PROVIDE NOTICE:** Requirements for parental and public notices
- **PREVENT:** Recommended practices to prevent the virus from entering the school
- **RESPOND:** Required practices to respond to a lab-confirmed case in the school
- **MITIGATE:** Recommended practices to mitigate the likelihood of spread inside the school

There will almost certainly be situations that necessitate temporary school closure due to positive COVID-19 cases in schools. Parents, educators, and school administrators should be prepared for this in the event that it occurs, while actively working to prevent it through prevention and mitigation practices.

Parental and Public Notices

Plan for On-Campus Activities and Instruction

Attendance and Enrollment

1. Per Texas Education Code (TEC), §25.092, students must attend 90% of a course (with some exceptions) in order to be awarded credit for the course and/or to be promoted to the next grade. This requirement remains in force during the 2020-21 school year.
2. Given the public health situation, student attendance may be earned through the delivery of other instructional methods. See BISD COVID-19 Instructional Plan.
3. If we have a confirmed positive case of COVID-19, BISD will consider closing at least one day but no more than five days. All students will follow the Asynchronous method of remote instruction. See BISD Covid-19 Instructional Plan.

Practices to Prevent the Virus from Entering the School

Screening Questions for COVID-19 Before Campus Access

1. BISD will require teachers and staff to self-screen for COVID-19 symptoms before coming onto campus each day. See the self-screening requirements posted on building entrances. Teachers and staff will report to the school system if: (a) they have come into close contact with an individual who is lab-confirmed with COVID-19; or (b) they themselves have COVID-19 symptoms.
2. Parents must ensure they do not send a child to school on campus if the child has COVID-19 symptoms (as listed in this document) or is lab-confirmed with COVID-19, and instead should

opt to receive remote instruction until the below conditions for re-entry are met. Students will be required to receive remote instruction if they have had close contact with an individual who is lab-confirmed with COVID-19 until the 14-day incubation period has passed. BISD may consider screening students for COVID-19 as well if symptoms are present. Screening is accomplished by asking questions by phone or other electronic methods and/or in person. The screening questions will also be asked of a student's parent if that parent will be dropping off or picking up their child from inside the school.

3. Excluding parental drop-off and pick-up as discussed above, before visitors are allowed onto campuses, BISD will require a self-screening survey for all visitors to determine if the visitors have COVID-19 symptoms (as listed in this document) or are lab-confirmed with COVID-19, and, if so, they must remain off campus until they meet the criteria for re-entry as noted below. Additionally, BISD will screen 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 14-day incubation period has passed. When practical, screening questions could be supplemented with temperature checks of adults.

Individuals Confirmed, Suspected, or Exposed to COVID-19

1. Any BISD individuals—including teachers, staff, students, or other campus visitors—who themselves 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:

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:

- At least 10 days have passed since symptoms first appeared
- AND at least 1 day (24 hours) have passed since the recovery of fever without the use of fever-reducing medications

- AND you have improvement in symptoms such as cough and shortness of breath

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 COVID19, 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.

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) receive two separate confirmations at least 24 hours apart that they are free of COVID via acute infection tests at an approved COVID-19 testing location found at <https://tdem.texas.gov/covid-19/>.

Identifying Possible COVID-19 Cases on Campus

- o BISD will immediately separate any student who shows COVID-19 symptoms and isolate the student while at school until the student can be picked up by a parent or guardian.**
- o BISD will clean the areas used by the individual who shows COVID-19 symptoms while at school (student, teacher, or staff) as soon as is feasible.**
- o BISD students who report feeling feverish should be given an immediate temperature check to determine if they are symptomatic for COVID-19.**

Practices to Respond to a Lab Confirmed Case in the School

Required Actions if Individuals with Lab-Confirmed Cases Have Been in a School

1. If any BISD individual is lab-confirmed to have COVID-19, BISD will 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).
2. BISD will 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 3 days have already passed since that person was on campus.
3. Consistent with school notification requirements for other communicable diseases, and consistent with legal confidentiality requirements, BISD 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 on any on-campus activities.

Practices to Mitigate the Likelihood of COVID-19 Spread Inside the School

Operational Considerations: Health and Hygiene Practices: General

1. BISD will have hand sanitizer and/or hand washing stations with soap and water.

2. Students, teachers, staff, and campus visitors will be encouraged to sanitize and/or wash hands frequently.
 - BISD will encourage students to engage in handwashing for at least 20 seconds at least two times each day, in addition to being encouraged to wash hands after using the restroom and before eating.
 - BISD teachers and staff will be encouraged to teach students good handwashing techniques.
 - BISD students, teachers, staff, and campus visitors will be encouraged to cover coughs and sneezes with a tissue, and if not available, covered in their elbows. Used tissues will be thrown in the trash, hands will be washed immediately with soap and water for at least 20 seconds, or hand sanitizer should be used.

3. BISD will institute more frequent cleaning practices, including additional cleaning by janitorial staff, as well as provide the opportunity for children to clean their own spaces before and after they are used, in ways that are safe and developmentally appropriate.
 - BISD will arrange for additional cleaning and disinfecting of surfaces that are touched in common throughout the day. This would include objects such as door handles, common tables/desks, shared supplies such as art supplies, and high touch devices such as shared laptops or tablets.
 - BISD will arrange for cleaning of commonly touched surfaces in classrooms between different class groups, if the same room will be used by multiple class groups.

4. Whenever possible, BISD will open windows or otherwise work to improve airflow by allowing outside air to circulate in the building.

5. On the first day of school, BISD will provide instruction to students on appropriate hygiene practices consistent with the mitigation practices adopted in the local school system.

Health and Hygiene Practices: Masks

1. For the purposes of this document, masks 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. Face shields may be superior to cloth face coverings in many circumstances, given improved ability to see mouth movements and improved air circulation.

2. BISD will require all students and staff to comply with the governor's executive order regarding the wearing of masks. If at any time the number of active Covid-19 cases in San Augustine County drops to 20 or below, BISD will not require masks.

3. In addition to the executive order, BISD may require the use of masks or face shields for adults or students for whom it is developmentally appropriate. Students under age 10 are not required but it is encouraged.

4. It may be impractical for students to wear masks or face shields while participating in some non-UIL athletic or other extracurricular activities. When it is impractical for students to wear masks or face shields during those activities, BISD will require students, teachers, staff, and visitors to wear masks or face shields when entering and exiting facilities and practice areas and when not actively engaging in those activities.

Student-Teacher Groupings

Where feasible without disrupting the educational experience, encourage students to practice social distancing.

1. In classroom spaces that allow it, BISD will place student desks a minimum of six feet apart when possible.
2. In classrooms where students are regularly within six feet of one another, BISD will plan for more frequent hand washing and/or hand sanitizing and should consider whether increased airflow from the outdoors is possible.

Use of Non-Classroom Spaces

1. When feasible and appropriate (for example, in physical education classes as weather permits), it is preferable for students to gather outside, rather than inside, because of likely reduced risk of virus spread outdoors.
2. Participation in extracurricular activities on campus must align with UIL and non-UIL activities guidance. UIL guidance can be found on the UIL website and non-UIL guidance can be found in the Closure Guidance section of the TEA coronavirus website.
3. As is the case in typical years, BISD will open facilities to the public. Operation of the facilities should be done consistent with the governor's executive orders for similar activities.
4. BISD will plan for entry, exit, and transition procedures that reduce large group gatherings (of students and/or adults) in close proximity.
5. BISD will adjust lunch periods for students. It could include the use of seats that are spaced at least 6 feet apart. For meal service itself, BISD may provide individually plated meals with disposable food service items for students.

Transportation Recommendations

1. BISD will encourage using hand sanitizer upon boarding the bus.
2. When possible, BISD buses can open windows to allow outside air to circulate in the bus.
3. Buses will be thoroughly cleaned after each bus trip, focusing on high-touch surfaces such as bus seats, steering wheels, knobs, and door handles.

Visits to Schools

- Parents and other adults can visit schools, as permitted by local school system policies. During these visits, parents and other visitors must follow virus prevention and mitigation requirements of the school.
- School systems should restrict visits in schools to only those essential to school operations.

Staffing

1. BISD employees, like employees of any organization, must continue to meet the work expectations set by their employers, subject to any applicable employment contract terms.
2. School teachers and staff will be trained specifically on the protocols outlined in this document and the practices adopted by their school system. Additionally, while not developed with this exact guidance in mind, Texas Agri-Life Extension offers a free online course on Special Considerations for Infection Control During COVID-19 (2hrs). This course is intended for frontline childcare workers, but the principles of the course apply equally to those working in school settings.
3. BISD will attempt to reduce in-person staff meetings or other opportunities for adults to congregate in close settings. When those meetings are necessary, consider the use of masks or dividers, and BISD will also consider whether increased airflow from the outdoors is possible in those settings.

COVID-19 Symptoms

In evaluating whether an individual has symptoms consistent with COVID-19, consider the following questions: Have they recently begun experiencing any of the following in a way that is not normal for them?

- Temperature of 100.0 degrees Fahrenheit or higher when taken by mouth;
- Sore throat;
- Uncontrolled cough that causes difficulty breathing (or, for students with a chronic allergic/asthmatic cough, a change in their cough from baseline);
- Diarrhea, vomiting, or abdominal pain; or
- Onset of severe headache, especially with a fever.

Screening Questionnaire Information

1. When asking individuals if they have symptoms for COVID-19, school systems must only require the individual to provide a “Yes” or “No” to the overall statement that they are symptomatic for COVID-19, as opposed to asking the individual for specific symptom confirmation. School systems are not entitled to collect information during screening on the specific health information of an individual beyond that they are symptomatic.
2. Once it is determined that individuals who responded “Yes” to either of these questions have met the criteria for re-entry, school systems must destroy those individuals’ responses.

Close Contact (High Exposure, High Risk)

This document refers to “close contact” with an individual who is lab-confirmed to have COVID-19. Close contact is determined by an appropriate public health agency. For clarity, close contact is defined as:

- a. being directly exposed to infectious secretions (e.g., being coughed on); or
- b. being within 6 feet for a cumulative duration of 15 minutes;

Close Contact (Low Exposure, Low Risk)

- a. not 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 but not a cumulative duration of 15 minutes

if either occurred at any time in the last 14 days at the same time the infected individual was infectious.

Individuals are presumed infectious at least two days prior to symptom onset or, in the case of asymptomatic individuals who are lab-confirmed with COVID-19, two days prior to the confirming lab test.

CUSTODIAL DEPARTMENT

Procedures for Opening Schools

Staff preparing our buildings to reopen will be provided with the following:

- Appropriate PPE will be used by all custodial staff (such as masks, gloves, and eye protection).
- Staff will be trained in fitting, wearing, and using PPE as well as safe removal, sanitizing, and disposal of items.
- All staff will be required to follow the social distance set forth by the district.

Disinfecting Guidelines

- Hand sanitizing equipment and disinfectant spray will be available at each entry point and common areas along with disinfectant spray, which will be available in areas of concern.
- Electric ULV Cold Disinfectant Sprayers will be used in all gym/weight room areas to create a disinfectant barrier around surfaces.
- The custodial staff will routinely clean and disinfect areas that experience high traffic for both students and staff.
- Frequently touched surfaces such as restrooms/bathrooms, doorknobs, paper towel dispensers, faucets, lunchrooms/cafeterias, refrigerator door handles, microwave door handles, table & desktops, vending machines, drinking fountains, locker rooms, stairway handrails, etc., will be cleaned and disinfected along with soap and water.
- Ensure the safe and correct application of disinfectants and keep products away from children.
- Classrooms, hallways, school buses, and other areas will undergo regular deep cleanings to minimize the spread of COVID-19.

CHILD NUTRITION DEPARTMENT

- The district will prepare meals that include individually packaged items (individually wrapped, individual containers with lids, Styrofoam clamshell (“to go”) boxes) that will minimize contact with the food products and promote ease of service to both lines, kiosk, classroom, or curbside meal delivery service.
- The district will reduce self-service access to foods. Food items, even pre-packaged will be handled by nutrition services staff who have properly washed their hands, utilizing gloves to minimize potential contamination of food or packaging.
- Students will be allowed to bring lunch to school. Parent will not be allowed to bring food.
- To maintain social distancing while eating, students will eat in various locations throughout their campuses: including their classrooms, in the cafeteria, or other areas where appropriate social distancing measures can be met.
- Proper handwashing techniques, hygienic practices, and sanitizing are staples in foodservice. All FDA and CDC guidelines for hygiene and sanitization will be followed.

The strictest guidance will be utilized whenever there is an apparent or perceived conflict in the guidance.

- BISD Child Nutrition staff will work with the principals and other campus staff to develop and execute feeding plans for meal prep, service, and/or distribution of meals to all individuals on campus.
- BISD students and staff may be provided food for consumption in various settings: in the classroom, in the cafeteria, or grab & go curbside (subject to TDA approval).
- BISD Child Nutrition will strive to serve a robust menu providing the variety that has typically been expected. Menus are subject to modification due to product availability, student acceptance, nutrition standards, and food safety.

TECHNOLOGY DEPARTMENT

- The technology department will provide support to staff/students during the implementation of Schoology.
- Guidelines for student use of technology while at home will be provided.
- Provide support and assistance to parents/students during the implementation of Schoology, online registration, and access to home learning apps.

TRANSPORTATION DEPARTMENT

- All drivers and bus aides will be responsible for cleaning and disinfecting the bus to which they are assigned.
- Buses will be thoroughly cleaned after each bus trip, focusing on high-touch surfaces such as bus seats, steering wheels, knobs, and door handles. During cleaning, windows will be opened to allow for additional ventilation and airflow.
- When possible, buses should open windows to allow outside air to circulate in the bus.
- Each driver will be provided a disinfectant bottle.

- Every student boarding a BISD school bus must wear a mask. Parents will keep sick students at home. If driver(s)/aide(s) notices that student is sick, it will be reported to the school nurse.

Sample Morning Routines

1. What is the campus principal role?

Before doors open, school leader is doing quick walk-through to ensure all teachers are transitioning to morning duty, greeting and checking in with every teacher.

2. What are the adults/teachers doing?

- Before the bell rings, adults/teachers must have all copies made and instructional materials prepared for the instruction of that day.
- When the bell rings, teachers stand right outside their classroom doors upon doors opening to greet students as they arrive.
- Teachers position themselves at the door to have visual of both the hallway and the classroom.
- Teachers will ask students to stand up and form a single file line to start a morning greeting.
- As the teacher greets students, the teacher is also scanning student dress code for cooperation.
- The teacher will stop every fourth or fifth student to scan the classroom and ensure students are working on the warm-up.

3. What are the students doing upon arrival?

- Students greet staff upon arrival at the door.
- Staff nods with a warm smile and observes uniform protocol.
- Students walk to their designated classrooms and greet the teacher.
- Students take breakfast to designated seats and deposit their backpacks in designated areas.

- Students eat breakfast silently and begin working on morning warm-up.

Broaddus ISD Employee/Workplace Process Map for COVID-19

To be considered exposed to COVID-19, you need to have prolonged close contact with a person who has the virus. Close Contact includes living in the same household, caring for a sick person with the virus, being within 6 feet of a sick person with the virus for at least 15 continuous minutes, or being in direct contact with secretions from the sick person.



