



ALTERNATIVE DISCIPLINE CENTER

Eagle Mountain-Saginaw Independent School District

5900 Hereford Drive – Fort Worth TX 76179
Phone (817) 232-8074 Fax (817) 237-0753

Safe Return to School Operational Procedures Plan

Please see EMS ISD Learning Plan for District specific guidelines:

<https://www.emsisd.com/domain/7428#Campus%20Cleaning>

General:

- All staff will be trained in safety measures.
- Hand sanitizing products are located in multiple places through-out the building.
- Staff and students will use hand sanitizer upon entering the building and entering each classroom.
- Shared equipment and workspaces will be cleaned between usage by teachers.
- Student desk shields will be utilized as needed.
- Social distancing will be practiced (if feasible) in the classrooms and cafeteria.
- Students are only allowed to go to the restroom one at a time.

Face Coverings:

- Students, staff, and visitors will be required to wear a mask upon entry and exit of the building.
- Students, staff, and visitors will wear a mask in all common areas including office areas, hallways, cafeteria (except while eating), restrooms, and classrooms.

Arrival and Dismissal:

- Upon arrival staff and students will use hand sanitizer upon entering the building.
- Students will enter the front doors as soon as they arrive on campus and must have their mask secured.
- Check-in for students will occur as soon as they enter the building masks secure, students will turn pockets inside out, thumbs through waistband all the way around, walk through metal detector.
- If students are eating breakfast, they will sit in cafeteria. Students that are not eating breakfast will sit in hallway until 8:20.
- When leaving for the day, students must keep their mask secure until they have exited the building.
- For dismissal, students will have a staggered dismissal from classroom and will go directly to their ride and leave campus.
- For students that need to wait for a ride, they will maintain social distance or keep their mask secure.

Breakfast and Lunch procedures:

- Breakfast and lunch will be self-serve and monitored by school staff.
- Students will wear masks when they are not eating or being socially distant. Only two students maximum will sit at a table.