



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 face covering upon entry and exit of the building.
- Students, staff, and visitors will wear a face covering 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 with face covering 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 face covering 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 face covering secure.

Breakfast and Lunch procedures:

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