



# CHISHOLM TRAIL HIGH SCHOOL

*Home of the Rangers!*

## **CTHS Safe Return to School Operational Procedures Plan**

Please see EMSISD Learning Plan for district specific guidelines: <https://www.emsisd.com/domain/7428>

### **General**

- Within the first days of school, all students will receive age-appropriate personal hygiene lessons regarding hand washing, social distancing, and physical contact
- Frequent handwashing reminders
- Hand sanitizing product will be available as much as possible.
- Shared equipment and devices will be cleaned between usage.
- Each faculty member or district visitor entering a classroom will immediately use hand sanitizer.
- Every faculty member or district visitor entering a room will wear face mask/covering.
- Each teacher will have cleaning supplies to clean high contact areas frequently.
- Students will be asked to clean the items he/she used during the class.
- Students are encouraged to bring a water bottle as the water fountain will be turned off.

### **Face Covering**

- Students will need to bring a face mask or gaiter AND it is strongly encouraged, but not required that student's also wear a latex-free face shield and/or safety glasses/goggles.
- CTHS requires campus staff and students to properly wear their face coverings at all times, with the exceptions of actively eating lunch and actively drinking water as well as the fine arts and athletics situations describe below.
  - Students in Choir/Band/Fine Arts will wear face coverings. Students will wear masks/face coverings while they are actively playing/singing.
  - Students in EMS-ISD athletics/PE must always wear face masks unless actively exercising. This includes locker rooms, and when they are not able to 6 feet social distance. Students will always keep their masks with them. They remove them while actively exercising, but they must put them back on once their activity is over, or while transitioning through stations.

### **Arrival and Dismissal**

- Parent Drop Off, Purple Arrows
  - entering the parking lot near the football stadium
  - turn left before getting to the walkway
  - turn around after dropping students off
  - leave out the same way that they turned into the parking lot
- Bus Drop Off, Yellow Arrows
  - This path is for buses to drop kids off in the morning and pick kids up in the afternoon.
  - There will be multiple spots so that not all bus riders are entering and exiting through the same doors and hallways

- The access point from the parking lots will be blocked off so that cars will not be able to enter the bus lane.
- Student Drivers
  - enter the same pattern as parents
  - park in the northern parking lot
  - Exit the parking the same way the parents are exiting



- The building will be open for students at 8:40 a.m.
- Students will only be allowed to enter through the designated entry doors
- Upon arrival, students will be greeted by an employee to ensure that hand sanitizer is used upon entry and that his/her face covering is on correctly.
- Breakfast eaters will go to cafeteria to pick up a sack breakfast to take to their classroom for consumption.
- All students will go straight to their 1<sup>st</sup> period classroom rather than congregating in the hallways or cafeteria. In the classroom, they can work on homework, read, get help from the teacher, etc.. until school begins at 9:05 a.m.
- To ensure sanitization of the campus and to mitigate congestion, no parents or family members may enter the building beyond the front office.
- Students will follow a staggered end of day dismissal schedule to limit the number of students in the hallways.
- It will take longer for students to reach their designated pick up location, but please know that the more they do it, the faster it will become.

### Classrooms

- Teachers have removed nonessential furniture and rugs to allow for maximum distance between students seating. Personal items should be taken home to allow for thorough cleaning of classrooms.
- Where feasible, without disrupting the educational experience, students are encouraged to practice social distancing. As much as instructionally possible, CTHS will place student desks a minimum of six feet apart but know that it might not be feasible in every classroom/situation.
- Students are assigned a desk in the classroom. Students will sit in their assigned space while in the classroom.

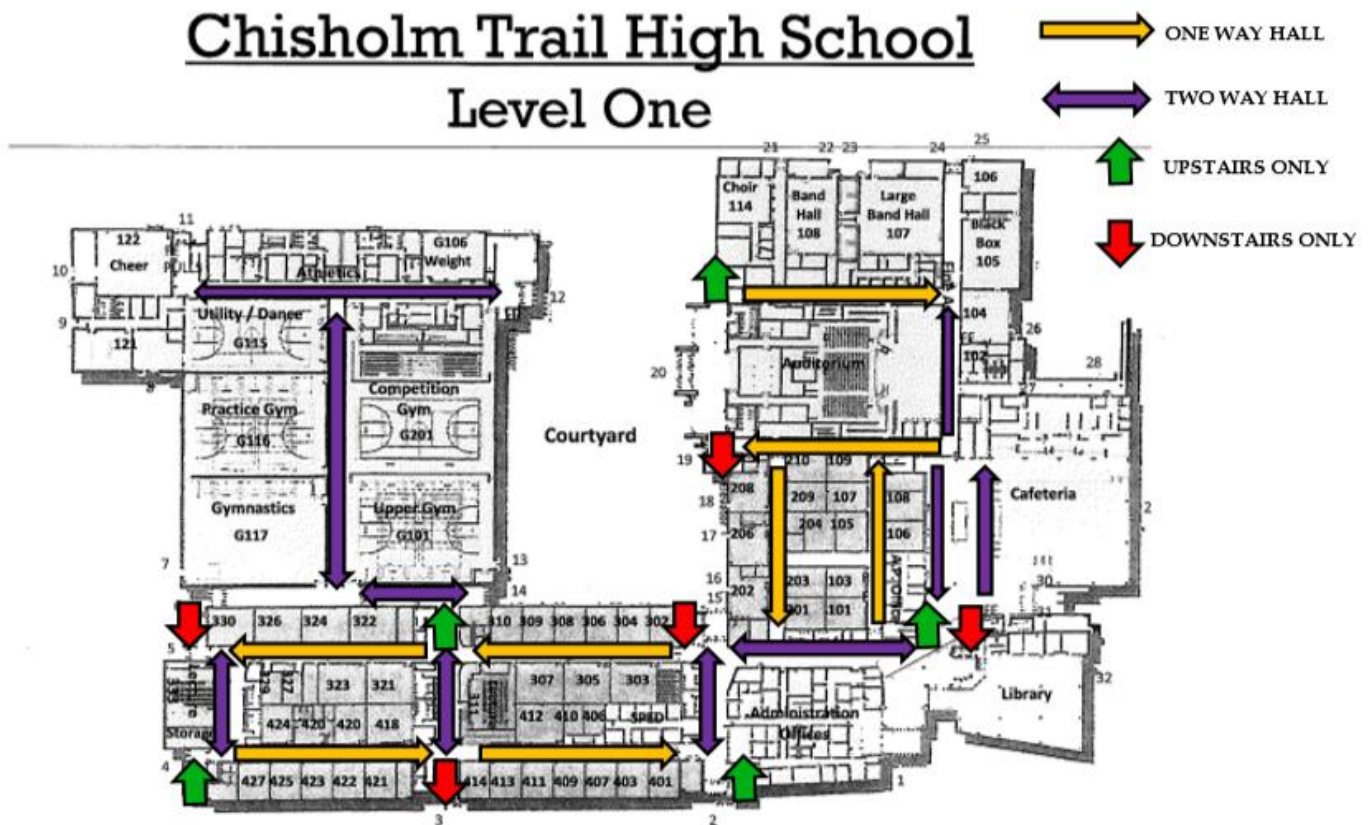
- Students will not share supplies.
- All students are required to wear face coverings AND are strongly encouraged, but not required to wear face shields/safety glasses or goggles.
- Teachers are encouraged to use outdoors for instruction as much as weather permits.
- Teachers will have cleaning supplies for use in the classroom. Cleaning supplies should be kept out of reach of children.
- Students will use computers (every academic classroom has a computer cart) in the classroom to facilitate instruction, as we will be limiting the passing back and forth of papers.
- Physical education classes will be conducted outdoors whenever possible. Appropriate social distancing measures will be followed as instructionally feasible.
- The recommended procedures will be applied to all classroom settings, including special education services locations when possible and appropriate. Students' individual needs will be addressed on a case-by-case basis.

### Restrooms

When feasibly possible restrooms will be monitored to ensure groups are not gathered and the proper hand washing is occurring.

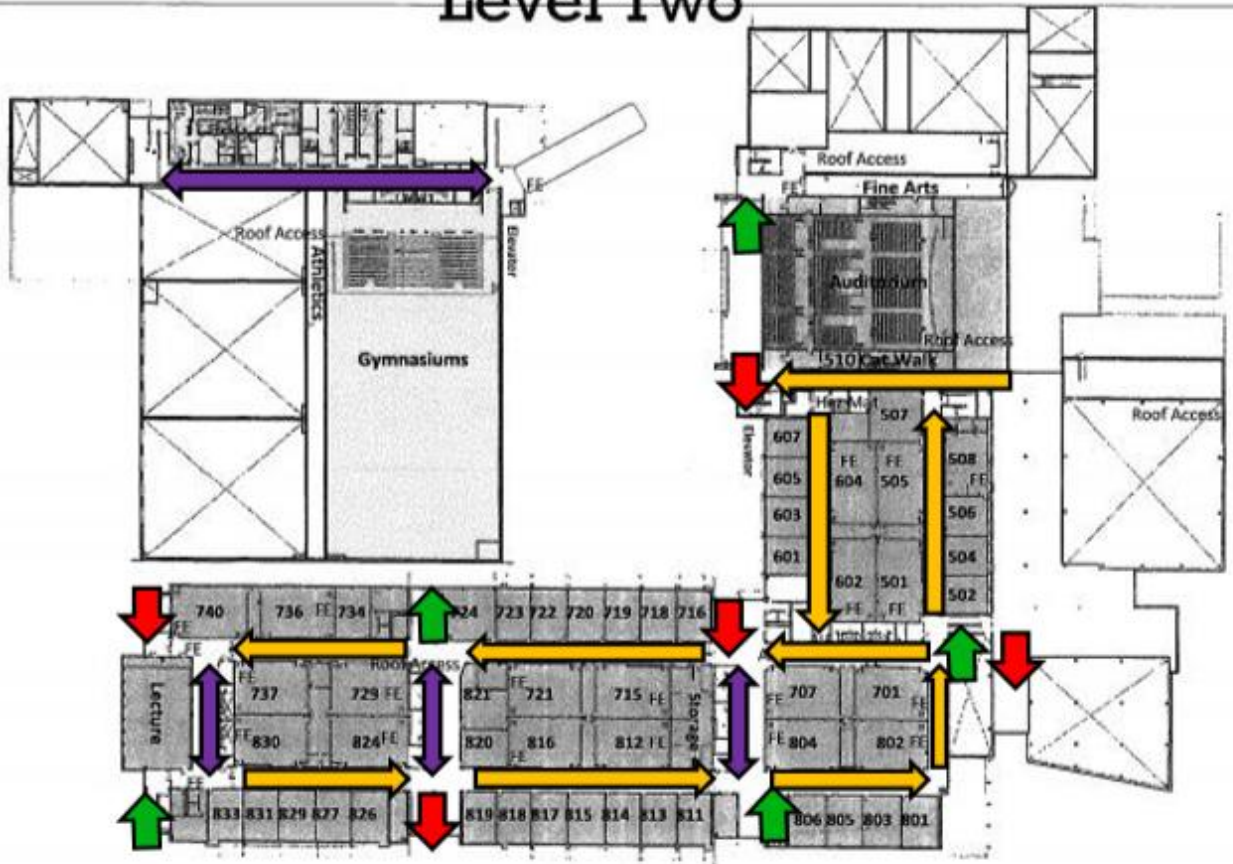
### Hallways and Class Transitions

- Hallways will be one way or marked with directional tape to ensure students walk on one side of the hallways.



# Chisholm Trail High School

## Level Two



### Cafeteria

CTHS plans to utilize the school cafeteria for student meals at lunch time. **No parents or visitors will be allowed during lunch.**

- Cafeteria staff will be trained in COVID-19 safety protocols.
- When feasible, cafeteria tables will be 6 feet apart, and when possible, students will be asked to socially distance in the line.
- Breakfast eaters will go to cafeteria to pick up a sack breakfast to take to their classroom for consumption.
- All students will go straight to their 1<sup>st</sup> period classroom rather than congregating in the hallways or cafeteria. In the classroom, they can work on homework, read, get help from the teacher, etc.. until school begins at 9:05 a.m.
- Staff will consider ways to expand the cafeteria and where students eat.
- Seats, tables, door handles and high-touch areas will be disinfected between lunch periods/use.
- Cash will not be accepted; all students will need to use their student ID and their accounts will need to be funded using the My School Bucks site.

### **Visitors/Deliveries/Meeting Requests**

- To maintain the cleanliness and sanitation procedures on our campus, at this time there are no parents, volunteers, tutors, or outside vendors (assemblies, programs, etc.) allowed in the school, cafeteria, or classrooms.
- In the case of a Special Education ARD, 504 parent meeting, or other school required meeting, virtual meetings will be the preferred as an option.
- Parents who would like to meet with a member of our staff can fill out the Virtual Meeting Request Form that is available on the school's website.
- PTA Board meetings will be held via TEAMS set up by the principal and PTA president.
- To avoid large gatherings, we will plan alternate celebrations and special days to encourage parental involvement.
- For school related deliveries, items will be delivered to the front office while wearing a face covering and maintaining social distancing. Delivering outside food and drink will not be allowed.
- If a student has a medical appointment or needs to be signed out early, parents/guardians will come to front office while wearing a face covering and maintaining social distancing. If parents do not feel comfortable entering the building, please call the attendance office at (817) 232-7270 or (817) 232-7279 for your student.