

Creekview Middle School

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.
- Students will be given opportunities for frequent handwashing throughout the day.
- Hand sanitizing product will be available.
- Shared equipment and devices will be cleaned between usage.
- Each employee will immediately wash hands and/or use hand sanitizer upon entering a classroom.
- All students and staff will wear an acceptable face covering.
- Each teacher will have cleaning supplies to clean high contact areas frequently.
- All students are encouraged to bring a *clear, plastic* water bottle.

Face Covering

- Students are required to wear a face mask, covering or gaiter. These items will be supplied by the campus if a student does not have them.
- Students may choose to wear face shield in addition to the mask during times when working in close proximity without the ability to socially distance, but face masks will be required as described below.
- While transitioning to common areas and to classrooms, all adults and students will wear face coverings.
- When working in groups, all adults will wear face covering.
- When working in groups, all students will wear face covering.
- 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 will wear face masks unless actively exercising. This includes locker rooms, and when they are not able to maintain feet social distance. Students will always keep their masks with them. They remove the mask while actively exercising, but they must put it back on once their activity is over, or while transitioning through stations.
- Teachers and staff may wear face shields when outdoors and performing work that would be problematic to accomplish with a face mask, such as greeting students and families during morning drop-off and afternoon

pickup. Staff should remain socially distanced from others and should put their mask on before going back inside the building.

Arrival

- Students dropped off in car lanes, biking or walking may arrive between 7:45 AM – 8:15 AM. Car drop off will be in the front of the school only. Students will enter through designated doors to avoid congestion - Door # 1 for 8th graders (main front entrance), door # 21 for 7th graders (main gym hallway entrance), or doors # 23 or 24 for 6th graders (front 6th grade hallways).
- While waiting for the building to open, students are asked to wear a face mask and follow social distancing guidelines. Doors will not open until 7:45.
- To ensure sanitization of the campus and to mitigate congestion, no parents or family members may walk students to class in the school.
- Bus drop off will be in the bus area and students will enter door #3. Buses will drop off students between 7:45 AM and 8:15 AM.
- All students will wear a face mask when arriving and when dismissing.
- Students who choose to eat a school breakfast will report directly to the cafeteria where they will pick up a sack breakfast. Staff will seat students in a socially distanced fashion to eat their breakfast. As they finish eating, students will be dismissed individually to report to 1st period classrooms.
- All other students will go straight to their 1st period classroom. In the classroom, they will read independently, study, complete homework, work with the teacher, or quietly visit until the 8:15 bell.
- In order to maintain health and safety conditions, students will not be allowed to loiter in hallways or common areas and will be expected to wear face masks.

Dismissal

- Students will follow a staggered dismissal schedule to limit the number of students in the hallways.
 - Walkers (walking off campus) dismiss at 3:25 from designated door. These students are expected to exit the campus immediately.
 - Bus Riders dismiss at 3:27 to bus area.
 - Car Riders dismiss at 3:30 and exit the front doors of the building by the main office.
- To encourage social distancing and mitigate congestions, no parent or family member may do walk-up student pick up at the campus.

Classrooms

- Teachers should remove unneeded furniture and rugs to allow for maximum distance between students' seating. Personal items should be taken home to allow for thorough cleaning of classrooms.
- Students are assigned a desk or table area in the classroom. Students will sit in their assigned space while in the classroom.
- All students will wear face masks in the normal classroom setting.
- Teachers will have cleaning supplies for use in the classroom.
- Students will not be allowed to share supplies. Each student should carry basic items noted on the supply list in a pencil bag in their binder. Binder should be carried to each class.
- Students may carry a string backpack with a clear, plastic water bottle, hand sanitizer, etc. throughout the day.
- Plastic desk partitions will be used in classrooms to provide additional separation of students. Where partitions are not feasible, additional precautions to maximize distancing will be made.

Cafeteria

- Students will be walked to the cafeteria by their preceding period teacher.
- Students will sit only with their assigned classmates with distancing as much as possible.
- Students will be dismissed by table to enter the serving lines.
- Markings will be placed on the floor in the cafeteria serving line to promote social distancing.
- Students will be required to wear a face mask unless they are eating or drinking.
- Teachers may store lunches in lounge refrigerators or heat up food in lounge area but should eat in an area that allows social distancing between colleagues.

Hallways

- While transitioning to common areas and to classrooms, all adults and students will wear face masks.
- Students will be required to walk on the right side of the hallway when transitioning to not hinder traffic flow.
- Staircases will be designated for either "up" or "down" traffic to increase safe traffic flow during peak times.

- Students will not be allowed to loiter during passing periods, and no physical contact will be allowed.
- Staff will be strategically placed in the halls during passing periods to increase efficiency of traffic flow and monitor behaviors of students.

Athletics/Library

- Gyms will be used for PE with social distancing as much as possible. Outdoor areas may be used for PE when weather permits. Activities chosen for PE should use little shared equipment. If equipment is used, it should be sanitized between class usage.
- The library will be available at the discretion of the librarian only when adequate time is allowed between classes for thorough table and surface cleaning. Library protocols will be enacted to ensure that appropriate safety procedures are provided.

Visitors and Deliveries

- 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 offered as an option.
- Anyone entering the building must wear an appropriate face covering.
- 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. Lunch deliveries are strongly discouraged at this time.
- If a student has a medical appointment or needs to be signed out early, parents/guardians will enter the main office wearing a face covering and maintaining social distancing.

August 6, 2020