

China Spring High School Campus COVID Safety Plan



China Spring High School

7301 North River Crossing China Spring, TX 76633
Dr. Max Rutherford, Principal

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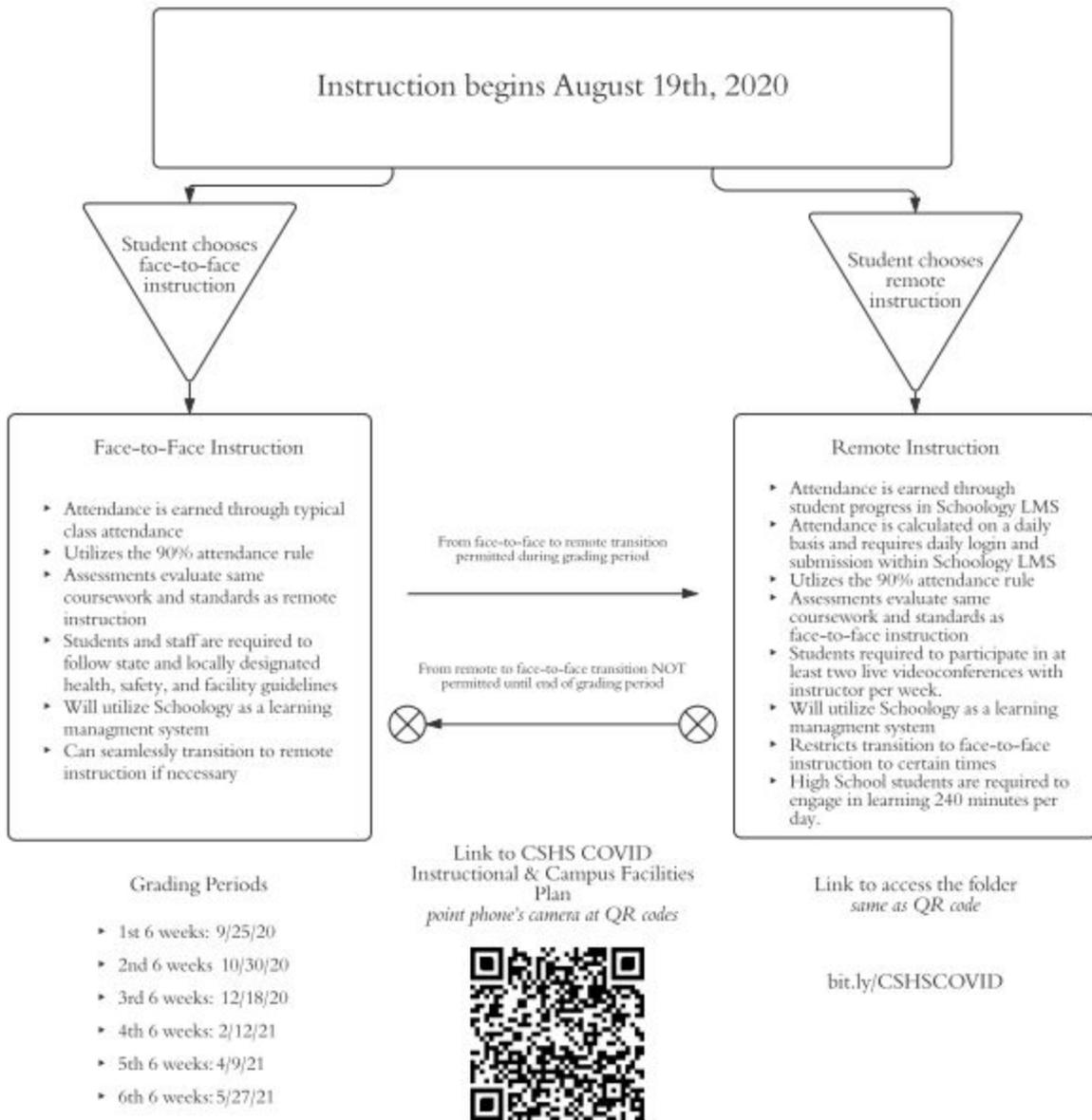
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China Spring High School COVID Instructional Plan 2020-2021





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CSHS COVID Instructional Plan

The following document outlines the 2020-2021 back to school plan for China Spring High School. As public health and public official guidance is changed over time, this document may be changed or adapted; it may also be adapted by the campus or district administration as the need arises. This document is based upon the guidance provided by TEA : int the published Instructional Plan - On Campus High School Model. All grades will be calculated according to CSISD Board Policy EIC Local.

Face-to-Face Instructional Plan, Beginning 8/19

I. Curriculum and Progress Monitoring

- A. Students will access the curriculum provided by teachers that follows the Year at a Glance and CSISD Scope and Sequence.
- B. Students will still access much of the curriculum through the Schoology Learning Management System, in order to maintain a viable curriculum for both remote and face to face learners.
- C. Student progress will be monitored and recorded through attendance and completion of assignments, in accordance with normal face to face instruction.
- D. Course assessments for face-to-face instruction will evaluate the same coursework and standards as remote learner instruction, in the form of common assessments, in order to maintain consistency between the two modes of delivery.

II. Academic Delivery

- A. For face-to-face instruction at China Spring High School, teachers will continue to deliver instruction in a normal setting for those students who choose to attend in person.
- B. Due to the rapidly changing nature of COVID-19, teachers will also be prepared to transition students from utilizing face-to-face instruction to remote learning if the need arises. In this case, students will follow the remote learning plan, outlined in the section titled "Remote Instruction, beginning 8/19."
- C. For students and families who choose face-to-face instruction, they may choose to move to remote instruction during the grading period. However, they must remain in remote learning until the end of the grading period. For example, if a student chooses remote learning for the first six weeks, they must



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remain in remote learning until the end of the grading period when report card grades are finalized.

III. Schedule

- A. For face-to-face instruction at China Spring High School, students will follow their normal 9 period daily schedule.
- B. Students, teachers, and all staff members will adhere to the [China Spring High School COVID- 19 Plan](#) regarding facility use.

IV. Staff Deployment

- A. For face-to-face instruction at China Spring High School, teachers will continue to deliver instruction as normal; however, they will follow the China Spring High School COVID - 19 Plan regarding student interaction and classroom norms/ sanitization measures.
- B. Teachers will be supported by campus administration in maintaining a viable curriculum for both face-to-face instruction and remote instruction.

V. Family Engagement

- A. For face-to-face instruction at China Spring High School, students and their families will be supported in a way consistent with normal classroom instruction. Students and their families will be encouraged to regularly communicate with their classroom teacher regarding grades in the classroom. Additionally, parents are encouraged to utilize Schoology to communicate with teachers and staff. They are welcome to reach out to campus counselors or administrators as appropriate.
- B. If a student moves from face-to-face to remote instruction, students and their families will be supported as outlined in the remote learning plan as outlined in the section titled, "Remote Instruction beginning 8/19."



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Remote Instruction 8/19

I. Curriculum and Progress Monitoring

- A. Students will access the curriculum provided by teachers that follows the Year at a Glance and CSISD Scope and Sequence.
- B. Students will access all of the curriculum through the Schoology Learning Management System.
- C. In order to appropriately monitor progress in Schoology (LMS) as required by TEA, students will be required to log in daily and provide evidence of progress in a variety of forms. This evidence of progress may include, but are not limited to: completing daily assignments, quizzes, tests, attending a minimum amount of live video conferencing per class period per week, written assignments, video recordings demonstrating mastery of standards, or remote group projects. It is required that students participate in remote instruction for a duration of time that is equivalent to in person instruction. China Spring High School students will be required to engage in learning 240 minutes per day.
- D. Student daily attendance will be documented and counted by the progress monitoring as outlined above. Failure to meet state required attendance (90% of scheduled time) may result in loss of course credit due to attendance and/or truancy action.
- E. Course assessments for remote instruction will evaluate the same coursework and standards as face-to-face instruction, in the form of common assessments, in order to maintain consistency between the two modes of delivery.
- F. In remote instruction, students who receive 504 or Special Education services will be provided with instruction in accordance to their 504 plan or IEP.

II. Academic Delivery

- A. For remote instruction at China Spring High School, teachers will use Schoology to deliver instruction and communicate with students.
- B. For students and families who choose remote instruction, they must remain in remote instruction until the end of a grading period before they can transition to on campus, face-to-face instruction.



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- C. Curriculum will be delivered through written, pre-recorded, and live teacher interactions.

III. Schedule

- A. Although China Spring High School will follow an Asynchronous Learning Plan, it is required that students be available for live interaction with their teachers at least twice a week (as determined by teacher) during the class period in which their course is scheduled to occur during the day in order to protect the instructional time of all students and teachers.
- B. In order to receive attendance for any given day, the student must complete the assignment / coursework assigned by the teacher on that day.
- C. China Spring High School students are required to engage in learning activities 240 minutes per day.

IV. Staff Deployment

- A. For remote instruction at China Spring High School, teachers will continue to deliver instruction as normal but delivered through Schoology from the classroom setting in order to maintain continuity for all students.
- B. Teachers will be supported by campus administration in maintaining a viable curriculum for both face-to-face instruction and remote instruction.

V. Family Engagement

- A. For remote instruction at China Spring High School, students and their families will be supported in a way consistent with normal classroom instruction, but will communicate through remote means. Students and their families will be encouraged to regularly communicate with their classroom teacher regarding grades in the classroom. Additionally, parents are encouraged to utilize Schoology to communicate with teachers and staff. They are welcome to reach out to campus counselors or administrators as appropriate.
- B. If a student moves from remote to face-to-face learning, students and their families will be supported as outlined in the face-to-face instruction plan. For example, if a student chooses remote learning for the first six weeks, they must



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remain in remote learning until the end of the grading period when report card grades are finalized. Transitions are outlined in the prior section titled, "Face-to-Face Instruction beginning 8/19."

Dual Credit Instruction, beginning 8/24

- I. All dual credit students will remain in a hybrid instructional setting for the time being for their dual credit course as mandated by McLennan Community College.
- II. McLennan Community College requires masking for all students enrolled in their courses during instructional time, regardless of current and future state orders regarding mandates, and regardless of location of face-to-face classes.
- III. If a student chooses to do remote instruction and then chooses to move to face to face instruction at CSHS, he or she will remain in remote instruction for dual credit the remainder of the semester.



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CSHS COVID Campus Procedure Plan

The following document outlines the 2020-2021 back to school plan for China Spring High School. As public health and public official guidance is changed over time, this document may be changed or adapted; it may also be adapted by the campus or district administration as the need arises. China Spring High School will follow all the Governor's and public local health guidance regarding school procedures, safety guidelines, and mask orders, which requires masking at all times for all individuals over 10 years old ([current order](#)). In the event that the Governor's mask order expires, is cancelled, or state or local authorities deem the order unenforceable, China Spring High School will provide a modified plan that outlines the safety requirements for the campus. For the purpose of this document, the word *transitions* is described as any activity where students are moving from one location of the building to another and in areas including but not limited to hallways, restrooms, to and from the cafeteria, gyms, and athletic areas. For the purpose of this document, the word *masks* is defined as any non-surgical, cloth facial covering that covers both the nose and mouth.

I. Beginning Of The Day Procedures

- A. Students who drive or who are dropped off by parents / guardians will only be permitted to enter the high school building through the HS cafeteria.
- B. Buses will drop off by the front of the school by the office.
- C. Entry through other doors will not be allowed, unless for athletic practices that begin prior to 7:00am
- D. Students may wait in the cafeteria, band hall, or outdoors while they wait for school to begin, provided that they are following socially distancing guidelines.
- E. If a student is not eating breakfast, attending tutorials, or needs to be on campus before school begins, they are encouraged to arrive at school just prior to 1st period to avoid loitering and exposure.
- F. Students are expected to follow all campus administration guidance and direction during beginning of the day procedures, as it may be adjusted to changing student needs and populations.
- G. Hand sanitizer stations will be located on every bus.
- H. In accordance with the Governor's mask order, students and all staff will need to remain masked at all times, including on buses and during transitions.
- I. Parents and guardians are strongly encouraged to drop off their children at school rather than utilize the bus system in order to reduce close contact.



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II. Visitors To Campus

- A. Unless otherwise determined by campus & district administration, visitors are not permitted on campus, with the exception of a parent or guardian.
- B. If allowed on campus as determined by campus or district administration, all visitors will be screened by principal designee in accordance with the TEA public health guidance.
- C. If a parent or guardian needs to pick up their students, they will be asked to call upon arrival, and then wait in the foyer for their student in order to appropriately social distance. Parents and guardians will be required to wear a mask in the building in accordance with the Governor's mask order.

III. Transitions In Between Classes

- A. When transitioning between classes, students will travel corridors as far to the right as possible.
- B. Visual markers will be developed to help students maintain physical distances and adhere to established campus traffic flow in hallways.
- C. In order to reduce the risk of transmission of infection, students will only be permitted to use the water bottle filling stations, and not the water fountain itself. Students are encouraged to bring clear refillable water bottles to school each day.

IV. Classroom Protocols

- A. All classrooms will be provided hand sanitizing stations for students to use at the beginning and end of each class period, or any other time deemed necessary by students or staff.
- B. All classrooms and building facilities will be cleaned regularly throughout the day and sanitized each night with a sanitizing electrostatic sprayer.
- C. Teachers and students will be encouraged to practice contactless turn in methods. Teachers will store and maintain all instructional materials for each course within Schoology regardless in person or remote instruction.
- D. Students will be socially -distanced to the greatest extent possible within classrooms and in accordance with TEA public health guidance.



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- E. Teachers will be required to keep seating charts that assign specific seats for students in effort to reduce transmission and assist with contact tracing if necessary. Students will not be permitted to change these seats without teacher and/or administrator consent.
 - F. Classroom doors will be opened throughout the day so as to minimize surface contacts for both staff and students.
 - G. School supplies will not be shared among students whenever possible. Parents and guardians are encouraged to communicate regularly with their students to ensure that students have personal school supplies (pencils, notebooks, and the like).
 - H. Teachers will be provided sanitizing materials to use at their discretion in the classroom.
 - I. For classes that use hands on equipment or activities, all materials will be sanitized and wiped down in between use and/or will be sanitized using UV wands.
- V. **Students And Staff Displaying Covid-19 Symptoms**
- A. All faculty and staff members are required to self-screen for COVID-19 symptoms before coming to school each day. This will include taking their own temperatures. Faculty and Staff must report to their campus principal or the superintendent if they themselves have COVID-19 symptoms or have been lab-confirmed with COVID-19. If they have symptoms or have a positive lab test they are required to remain off campus until they meet the re-entry criteria. Additionally, they must report to their campus principal or superintendent if they have had “close contact” with an individual with a lab-confirmed positive COVID-19 test. (Close contact with an individual with a lab-confirmed positive COVID-19 test is defined by a) being directly exposed to infectious secretions, such as being coughed on or sneezed on while not wearing a face mask or face shield; or b) being within 6 feet for a cumulative duration of 15 minutes, while not wearing a face mask or a face shield).



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1. Parents must ensure they do not send their student to school on campus if the student has COVID-19 symptoms, is lab-confirmed with COVID-19, or has come into “close contact” with an individual who is lab-confirmed positive for COVID-19. Parents should contact the school immediately to switch to remote instruction. After the student meets the re-entry criteria, they will be allowed to re-enter in-person instruction at the end of the quarantine period (10 days).
2. Schools will screen all visitors for COVID-19 symptoms, lab-confirmed positives for COVID-19, and those that have come in “close contact” with a lab-confirmed individual with COVID-19. All visitors meeting any of those conditions must remain off campus until the re-entry criteria is met.
3. When a student has displayed symptoms of COVID-19, the school nurse will provide a clinical assessment to determine if and when the student needs to be sent home.
4. Students who report feeling feverish will be given an immediate temperature check to determine if they are symptomatic for COVID-19.
5. Students who are ill will be separated from their peers and should be picked up within 30 minutes and no later than 1 hour from the time the campus contacted the student’s parent/guardian.
6. Other students will be removed from the classroom and taken to an alternate location on campus (e.g. go on a walk outside, move to a different classroom, etc.) so that the classroom can be disinfected.
7. District and/or campus communication will be provided to the parents of students who came in contact with a COVID-19 positive student or staff member.
8. Any individual who themselves are: a) lab-confirmed to have COVID-19; or b) experience the symptoms of COVID-19 must stay home throughout the infection period and cannot return to campus until the school system screens the individual to determine if the re-entry conditions have been met.



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- B. In the case of an individual who was lab-confirmed with COVID-19, the individual may return to school when all three criteria below have been met.
 - 1. At least 24 hours have passed since recovery (resolution of fever without fever-reducing medications);
 - 2. The individual has improvement in symptoms (such as shortness of breath, cough, etc.) and
 - 3. At least 10 days have passed since symptoms first appeared.
- C. In the case an individual who has symptoms that could be COVID-19 and who has not been evaluated by a medical professional or tested for COVID-19, such individual is assumed to have COVID-19, and the individual may not return to campus until the individual has completed the same three-step re-entry criteria.
- D. 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 alternate diagnosis or b) receive two separate confirmations at least 24 hours apart that they are free of COVID-19 via acute infection tests at an approved COVID-19 testing location.
- E. Schools will immediately separate any student who shows COVID-19 symptoms while at school until the student can be picked up by the parent or guardian. The areas the student was in will be immediately disinfected.
- F. If an individual who has been at school is lab-confirmed to have COVID-19, the school will notify the local health department, in accordance with applicable federal, state and local laws and regulations, including confidentiality requirements of ADA and FERPA.
- G. The school will also notify all faculty, staff, and families of all students of the campus if the campus has a lab-confirmed positive case.



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H. Isolation Protocols

1. When a student has displayed symptoms of COVID-19, the school nurse will provide a clinical assessment to determine if and when a student needs to be sent home.
2. Students who are ill will be separated from their peers and should be picked up within 30 minutes and no later than 1 hour from the time the campus contacted the student's parent/guardian.
3. Other students will be removed from the classroom and taken to an alternate location on campus (e.g. go on a walk outside, move to a different classroom, etc.) so that the classroom can be disinfected.
4. District communication will be provided to the parents of students who came in contact with a COVID-19 positive student or staff member.

VI. Bathrooms

- A. Students will be permitted to use the restroom either one at a time or limited to a defined and posted number of occupants in order to maintain social distancing and expected to follow standard handwashing procedures. Students will be discouraged from loitering in or near the restrooms.
- B. Students with medical necessity will be accommodated as necessary.
- C. Bathrooms will be disinfected more frequently in order to maintain a sanitary environment.

VII. Lunches

- A. Students will be socially distanced as outlined in the TEA public health guidance. Socially distanced lunches may include, but not be limited to the following practices:
 1. Student seating may be assigned in order to assist with contact tracing in the event of a positive COVID-19 case in the building.
 2. Groups of students may eat in the band hall or other locations to increase social distancing.



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3. Seating may be separated by physical dividers to reduce the transmission of respiratory droplets where socially distancing is not possible.
4. Students will be encouraged to eat outside using tables and benches when the weather is appropriate.
5. Students and parents are encouraged to pack a lunch from home if they are concerned about increased exposure.
6. The cafeteria will be sanitized following breakfast, in between lunch periods, and at the end of the day.
7. Once a student has finished their meal, they will be required to put their mask back on and remain masked while on campus.

VIII. End of Day Procedures

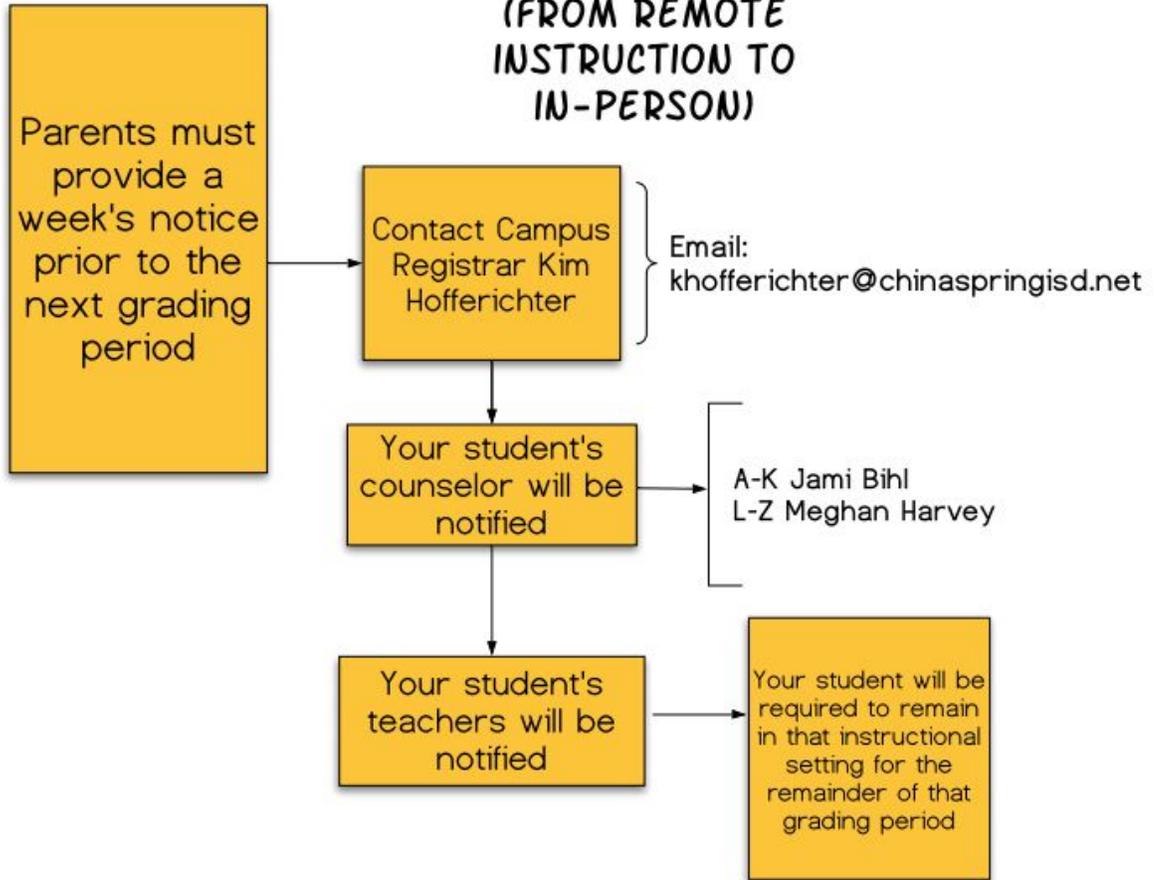
- A. Sanitizer stations will be placed at each exit and students will be encouraged to sanitize hands prior to exit
- B. Students will not be permitted to loiter within the building unless they are scheduled for tutorials.
- C. Regardless of transportation, students will be expected to follow administration and staff guidance, as health guidance and needs change.



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COMMUNICATION FOR CHANGING YOUR STUDENT'S INSTRUCTIONAL SETTING (FROM REMOTE INSTRUCTION TO IN-PERSON)





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2020-2021 GRADING PERIOD QUICKVIEW

August 19th-September 25th

September 28th-October 30th

November 2nd-December 18th

January 5th-February 12th

February 15th-April 9th

April 13th-May 27th



Reminder, you must notify campus before the grading period begins. Deadlines for this notification must be no later than:

1st: August 14th

2nd: September 18th

3rd: October 23rd

4th: December 11th

5th: February 5th

6th: April 1st

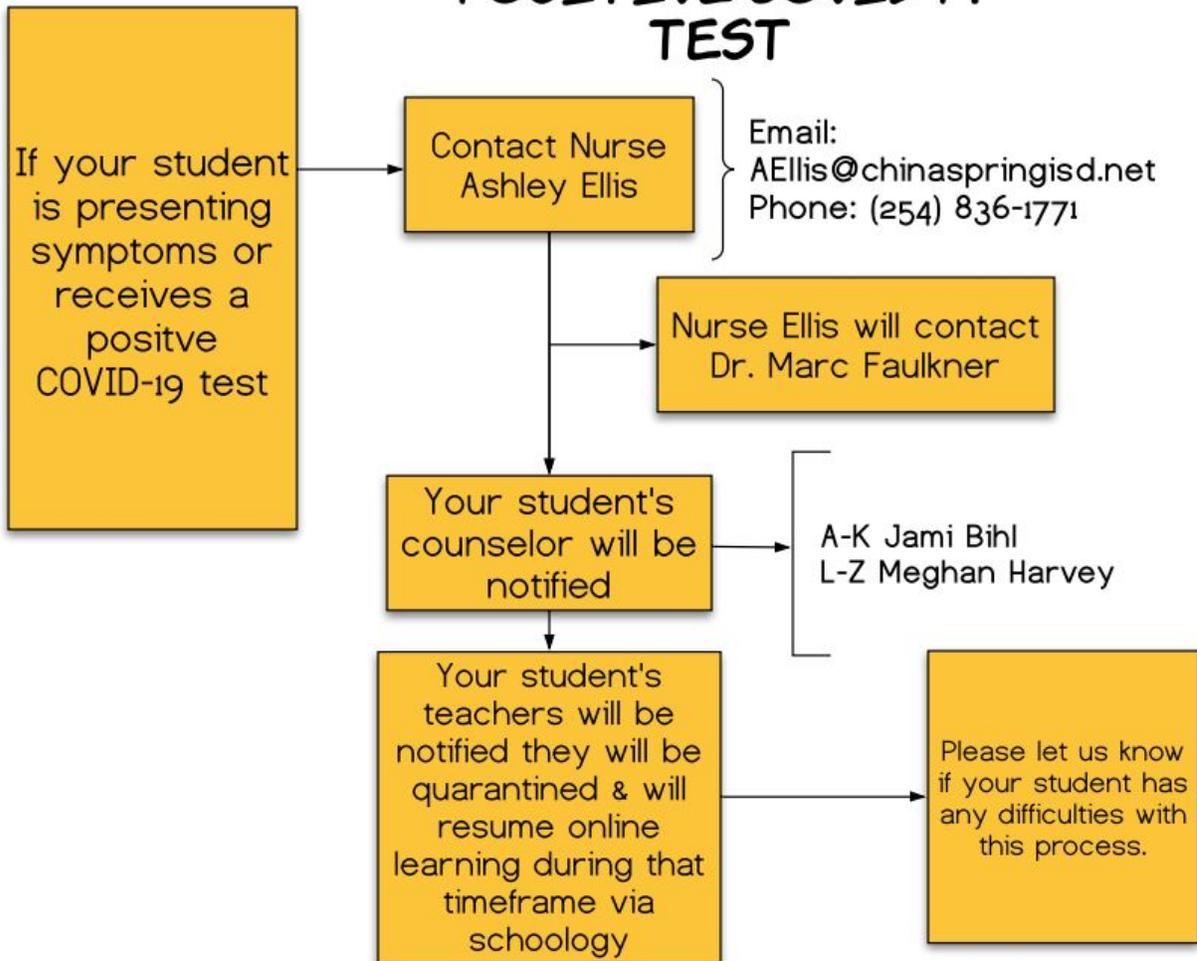
Full calendar is located
at: chinaspringisd.net/about-us/adopted-calendar



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COMMUNICATING A POSITIVE COVID-19 TEST





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