

Campus Health & Safety Protocols

Protocols for Positive COVID-19 Cases on Campus

- If a classroom or facility is closed due to COVID-19 spread, quaternary disinfectant, which is recommended for use on the virus that causes COVID-19, will be used to disinfect.

Training

On the first day a scholar attends school on campus, school systems must provide instruction to scholars on appropriate hygiene practices and other mitigation practices adopted in the local school system. This will include the practice of covering coughs and sneezes with a tissue, and if not available, to cover cough or sneeze with their elbows. Used tissues should be thrown in the trash, hands should be washed immediately with soap and water for at least 20 seconds, or hand sanitizer should be used.

Scholars

- Scholars will participate in training specific to newly adopted health and safety protocols.
- All scholars will be trained on information about COVID-19 screening, identification of symptoms, prevention of spread, and sanitation of work areas.
- If a scholar is experiencing symptoms they need to immediately notify an educator.

Parents

- Parents are asked to talk to their scholars about COVID-19 symptoms and prevention strategies.

Educators

- Educators will attend training and develop classroom procedures consistent with TEA and district guidance.
- All educators will be trained on COVID-19 screening, identification of symptoms, prevention of spread, and sanitation of work areas.
- All educators will monitor scholars who exhibit symptoms and will be required to notify the nurse if a scholar is showing any symptoms.

School Arrival and Dismissal

General

When possible, separate entrances will be utilized for car riders, bus riders, walkers and daycares. All educators will be utilized for duty to maintain a line of sight in hallways and distancing of hallway cohorts. Scholars will go straight to the designated areas set by each campus. Parents will not be allowed to walk scholars to classrooms.

Bus Transportation

The Alvarado ISD Transportation department offers the following guidance to parents and caregivers regarding school bus transportation for daily bus routes as well as for field trips. Bus routes will run at reduced capacity where possible.

Although the district is implementing the safety protocols and disinfecting efforts described below, families are encouraged to drop scholars off, carpool or walk with their child to school to reduce possible exposure on buses. *We are requiring all of our drivers and scholars to wear face coverings while on the school bus.*

Bus Stop Expectations

- Scholars should practice social distancing whenever possible (if there is adequate space, and it is safe to do so) while waiting for and approaching the school bus.
- Scholars should NOT share personal devices.
- There is no food or drinks allowed on the bus, other than water.

Morning and Afternoon Boarding Bus Procedures

- Scholars should practice social distancing as they approach and board the bus.
- Use hand sanitizer (provided near the bus stairwell).
- Scholars will be expected to wear face coverings while on the bus.
- Scholars will be seated one to a seat until all seats are full before a second scholar will be placed in a seat. Families will be seated together.
- Bus in motion rules: Standard Alvarado ISD bus rules apply.
- Scholars should NOT share personal devices.
- There is no food or drinks allowed on the bus, other than water.

Unloading at Campus

- Scholars should practice social distancing and follow campus guidelines.

Unloading at Bus Stop

- Scholars should practice social distancing and avoid gathering in groups of 10 or more.
- Scholars should NOT share personal devices.
- There is no food or drinks allowed on the bus, other than water.

Parents

- When possible, parents should help with scholar supervision at the bus stop.

Educators

- Assigned educator(s) will supervise scholar arrival and dismissal, ensure that scholars are wearing masks, and direct scholars to waiting areas.
- Educators will ensure social distancing during arrival and dismissal.
- During dismissal, educators will supervise designated pre-loading areas for scholars waiting for the bus to arrive.

Bus Disinfecting Protocol

Between each AM & PM Campus drop-off

- Educators will be disinfecting the bus between routes.
- Bus seating areas will be disinfected after each bus route, particularly high-touch surfaces such as bus seats, steering wheels, knobs, and stairway handrail.

Weekly Deep Disinfecting Process

- Deep cleaning of the buses will occur at least once a week.

Walkers

Scholars

- It is recommended that scholars keep social distance and use a face covering while walking to and from school.
- As much as possible, scholars will be asked to avoid large groups or gatherings with other scholars on the campus before or after school.

- Scholars will be asked to immediately leave campus and begin walking home at the end of the school day.

Parents

- Parents are encouraged to talk with their child about the health benefits of social distancing.
- Parents should follow campus guidance on how to pick up their child.
- Parents are asked to not congregate in large groups with other parents as they wait for their child to be dismissed from campus.

Educators

- Assigned educator(s) will supervise scholar arrival and dismissal, ensure that scholars are wearing masks, direct scholars to waiting areas, and encourage scholars to maintain desired social distance between scholars.
- Educators will assist in monitoring scholars to discourage large groups from congregating.

Car Line

Scholars

- As scholars exit their car, they will be expected to keep social distance when walking toward the building entry. Scholars will not congregate with other scholars on the campus when walking to school.
- Scholars will remain at a social distance while waiting to be picked up in the car line area. Scholars will not congregate in large groups with other scholars on the campus when dismissed from school at the end of the day.

Parents

- Parents should assist their own child with exiting the car.
- Parents should follow pick up protocols regarding how to pick up their child.
- Parents are asked to not congregate in large groups with other parents as they wait for their child to be dismissed from campus.

Educators

- Assigned educator(s) will supervise scholar arrival, ensure that scholars are wearing face coverings, direct scholars to waiting areas, and

encourage scholars to maintain desired social distance between scholars.

- Educators will not be allowed to volunteer with the opening of car doors.
- Assigned educator(s) will supervise scholar dismissal, ensure that scholars are wearing face coverings, direct scholars to waiting areas, and encourage scholars to maintain desired social distance between scholars.

General School Arrival

Scholars

- Scholars are required to wear facial coverings.
- Wash hands or use hand sanitizer upon arrival.
- Campuses must plan for entry, exit, and transition procedures that reduce large group gatherings (of scholars and/or adults) in close proximity.
- Scholars will be assigned to report to a specific area and will be expected to adhere to schedules for morning arrival.
- It is required that scholars and educators wear masks when entering the building and waiting in the designated waiting area.

Parents

- Parents are encouraged to talk with their child about the health benefits of wearing a mask at school.
- Parents are expected to provide their own PPE for their child in grades 4-12.
- Parents are encouraged to talk with their scholar about the health benefits of social distancing at school, as well as the health benefits of washing their hands, and/or using hand sanitizer.

Educators

- Educators will be assigned to supervise scholars who report to multiple areas for morning arrival (gym, cafeteria, library, large spaces, etc.).
- Educators are required to have face coverings on when entering the building and are expected to ensure that scholars are wearing face coverings in the hallways and in classrooms.
- Educators will dismiss scholar cohorts using staggered scholar release into halls from these areas.

Standard Classroom Procedures

Classroom protocols and procedures will include expectations regarding not sharing school supplies, social distancing, limited or no group work and hand washing or sanitizing, etc. Educators will ensure high-touch areas in the classroom are wiped in between classes. Expectations for each classroom are as follows:

- All scholars and educators will wear face coverings.
- Refillable alcohol-based hand sanitizer stations.
- Access to disinfectant to sanitize working surfaces.
- Whenever possible, scholars and educators will maintain consistent groupings of people to minimize the spread of the virus.
- Technology should be utilized when scholars are involved in collaborative work.
- Group or pair work can be implemented while maintaining physical distancing.
- In classroom spaces that allow it, consider placing scholars a minimum of six feet apart when possible.
- In classrooms where scholars are regularly within six feet of one another, schools should plan for more frequent hand washing and/or hand sanitizing.
- The use of outdoor space for learning will be considered when possible.
- Classroom groups working outside will maintain at least 12-ft of social distancing from other classroom groups.

Classroom Training

Scholars

- Scholars should use hand sanitizer upon entering each classroom.
- Scholars will participate in training specific to newly adopted health and safety protocols.

Parents

- Parents are asked to read all school communication regarding health and safety protocols.
- Parents should talk to their scholar(s) about COVID-19 symptoms and prevention strategies.

- Parents are asked to check their scholar for a fever and COVID-19 symptoms prior to sending them to school each day. If a scholar is displaying symptoms, please do not send the scholar to school.

Educators

- Educators should be stationed outside their door to provide adequate supervision of their classroom and hallway.
- Educators will receive training to deliver classroom lessons on health protocols.

Classroom Setup

Scholars

- Scholars should use hand sanitizer upon entering.
- Scholars will be expected to adhere to class and school-wide protocols that are consistent with CDC guidelines.
- Scholars will avoid sharing school supplies and will sanitize shared items after each use.
- Scholars will sit one per table when it is possible.
- Scholars who want to use hand sanitizer should use it at the beginning of class.
- When snacks are allowed, they must be individual and not shared.

Educators

- Multiple locations of hand sanitizer, tissues, and trash cans will be available to limit scholar and educators movement.
- Educators will post signs with clear class protocols that are consistent with TEA and school-wide guidelines.
- Educators will limit scholar movement within the classroom such as turning in assignments, materials being passed out, etc.
- Educators will create assigned seating arrangements consistent with TEA guidance, in that all scholar desks should face the same direction.
- Educators will create systems to limit the sharing of items such as school supplies so that more than one scholar is using an item.
- Educators should clean supplies after each use by scholars.
- Educators will create a tracking document for scholars leaving the classroom.

Classroom Arrival

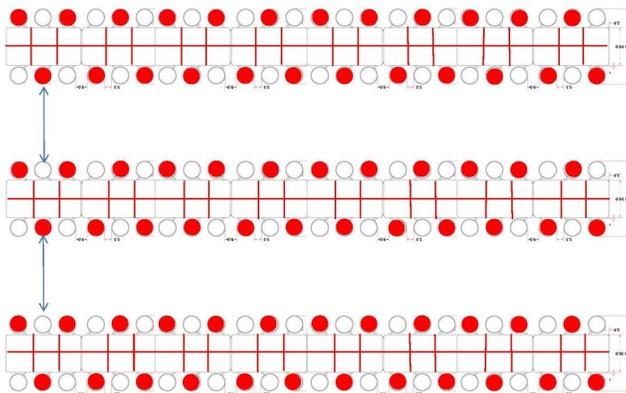
Scholars

- After washing hands or using hand sanitizer, scholars are asked to immediately sit down in their assigned seat.
- Scholars should avoid touching high-touch areas if possible.

Cafeteria - Breakfast and Lunch

Based on building capacity and scholar enrollment, campus administration will determine areas that may be utilized for lunch. These areas could include the cafeteria, classrooms, the library, or other large areas within the school building.

Plexiglas dividers are being installed on the tables to help separate the students. Students will be seated in every other chair, and tables are separated six feet apart.



Tables and dividers will be disinfected between meals, and we are suspending self-service stations and share tables for now.

Educators will monitor the cafeteria and hallways to promote social distancing practices and signs will be placed in the cafeteria to remind students of social distancing expectations. Depending on the number of scholars in the school, scholars may have meals in both the cafeteria and in classrooms. All face to face students will go through the cafeteria line to get their meals.

Hand sanitizing stations will be available at entrances and exits of the cafeteria.

Parents may bring food/meals to their students but no visitors will be allowed to eat with scholars in the cafeteria. No food should be dropped off with the expectation of it being shared (birthday cupcakes, pizza, snacks, etc.).

Meal Payment

We would like to encourage parents to use our online meal payment option through Skyward Family Access to put money on their children's accounts. We believe that this is the safest method of payment for all involved as opposed to exchanging cash. For parents who are not able to pay online, cash payments will still be accepted from students in the cafeteria, and parents who wish to personally pay with cash or a check may do so at the Operations building. In order to reduce risk to students and staff, we are suspending the option of parents paying with cash or check in the cafeteria.

Virtual Learners

Virtual learners will be able to receive meals through grab and go lines. We plan to have grab and go lines at both our Lillian Elementary campus, 5001 FM 2738, and our Alvarado Elementary South campus, 1000 E Davis. Students must be enrolled in Alvarado ISD as a virtual learner to participate in the grab and go meal program. Please see the sketch below for the flow of traffic for our grab and go lines.



Alvarado Elementary South



Lillian Elementary School

Meals will be served from 9-10 a.m. on Monday through Friday following the Alvarado ISD school calendar. Students will be able to receive both a

breakfast and a lunch as they go through the line. Parents are encouraged to bring their child's student ID with them to help expedite service. Face coverings are required for those who choose to participate in our grab and go meal program.

Cost of meals will be determined by student eligibility — free, reduced, or paid. We would like to encourage parents to use our online meal payment option through Skyward Family Access to put money on their children's accounts. We believe that this is the safest method of payment for all involved as opposed to exchanging cash, and we believe that it will help provide parents with the fastest speed of service.

Recess

Administrators will develop a schedule for scholars to access the playground equipment. Educators will monitor scholars to ensure safety guidelines are followed. Campuses will consider limiting the number of scholars per recess group. Staggered schedules and consistent cohorts will be utilized.

Guidelines for Outdoor Play

- All scholars and educators will be required to wash their hands or use alcohol-based hand sanitizer before entering the playground and upon exiting the playground.
- Brain breaks and mask breaks will be implemented, as needed, at the discretion of the campus/educator following health and safety protocols.

Elementary Specialized Classrooms/Areas

Physical Education (PE)

- Whenever possible, physical education classes will be held outside to allow for maximum physical distance between scholars.
- Any activities bringing scholars into close physical contact, or requiring multiple children to touch or handle the same equipment will be avoided.
- PE equipment will be disinfected and wiped down after each use.
- Procedures will be implemented in the locker rooms to limit social distancing when possible.

- Scholars should avoid touching their face at all times, but especially while playing games.
- Sanitizing areas and access to handwashing will be provided.
- If enrolled in a PE class, scholars should bring tennis shoes to participate in class activities.

Music

- Music equipment will be sanitized and wiped down after each use.

Art

- Scholars will use their own art supplies and avoid sharing equipment, utensils and supplies as much as possible.
- Scholars should complete cleaning protocols and sanitize their areas in between use.
- Art equipment will be sanitized and wiped down after each use.

Library

- Scholars and educators will wash/sanitize hands upon entering and after visiting the library.
- High-touch surfaces (e.g., table tops, chairs, door handles, etc.) will be disinfected regularly.
- Occupancy will be limited.

Secondary Specialized Classrooms/Areas

All extracurricular practices and contests will be conducted following safety protocol provided by guidance from Alvarado ISD, UIL and TEA. This will include COVID-19 screening, group sizes, sharing and sanitizing of equipment, locker room usage, etc. Scholars opting for online instruction will be permitted to participate in on-campus extracurricular activities unless decisions from TEA (Texas Education Agency) or UIL (University Interscholastic League) are communicated that restrict participation.

It will be the responsibility of the parent to transport their scholar to/from practice sessions, rehearsals, and on-campus contests. Parents and scholars choosing the online learning option will need to communicate with the appropriate campus educators (music director, athletic coach, cheer coach, team instructor, etc.) of their intention to participate.

All scholars will communicate with athletic trainers, coaches, directors or instructors to notify them of any exposure or positive tests.

Physical Education (PE)

- Whenever possible, physical education classes will be held outside to allow for maximum physical distance between scholars.
- Any activities bringing in scholars to close physical contact will be avoided.
- Procedures will be implemented in the locker rooms to limit social distancing when possible.
- Equipment will be disinfected after each use.
- Activities requiring multiple scholars to touch or handle the same equipment will be avoided.
- Sanitizing areas and access to handwashing will be provided.

Athletics

- Similar to summer practice schedules , practices and contests will follow protocols established by UIL, TEA and Alvarado ISD. In-season and off-season activities will follow the most current guidelines available.
- Coaches will provide an orientation of protocols and expectations for scholars at the beginning of their respective season(s).
- Specific entrances and exits of athletic facilities will be utilized by scholars for appropriate separation and distancing. Signage will serve as a visual cue and reminder for scholars.
- Scholar-athletes will be assigned to groups for the purposes of maintaining proper distancing and capacity in locker rooms to dress before and after practice sessions.
- Equipment used during practices will be sanitized frequently during practice sessions.
- Athletic areas will be frequently disinfected during the week.
- Athletes will not be allowed to socially congregate before, during, or after practices/workouts.
- Attendance at scrimmages and games for spectators is yet to be determined and will be communicated as this information becomes available from the UIL and/or TEA. This may also impact ticket sales and seating configurations.

- Parents and scholars will be expected to provide timely notification of any health concerns to their coach and athletic trainer (if applicable).
- Communication, quarantine, and proper disinfecting will occur in the event of a confirmed diagnosis.
- Water breaks will occur in small groups while using disposable cups. Coaches will organize water breaks with safety and efficiency in mind.
- Booster club meetings should be held virtually to minimize outside exposure to campuses.

Fine Arts

- Large group practice sessions, sectionals and rehearsals will adhere to social distancing guidelines provided by an authorized entity (e.g., Alvarado ISD, TEA, UIL, etc.).
- Fine arts music private lesson educators will not be allowed to teach on campus facilities until further guidance is provided by an authorized entity. Private lessons may continue to be conducted virtually if agreed upon between individual families and the lesson educator. All district guidelines and pricing will continue to be adhered to.
- Off-campus fine arts performances will only be conducted if specific guidance is provided by an authorized entity (e.g., Alvarado ISD, TEA, UIL, etc.).
- Concerts/performances may be adjusted based on health and safety guidelines provided by an authorized entity (e.g., Alvarado ISD, TEA, UIL, etc.) including but not limited to transportation procedures, number of attendees, and the orientation of concerts.
- All fine arts performances will be streamed online when possible.
- Booster club meetings should be held virtually to minimize outside exposure to campuses.

Career and Technical Education

The Career and Technical Education programs taught at Alvarado High School will also continue to be offered and follow all district and campus safety protocols. All CTE scholars will receive instruction that is TEKS-based according to state guidelines.

- Alvarado ISD CTE classes will follow district, county and state protocols regarding social distancing, safety procedures, and sanitizing surfaces and materials.

- Scholars will wear face coverings and gloves when utilizing shared equipment and spaces.
- Shared materials and equipment will be sanitized before it is used by another individual or cohort of scholars. If necessary, additional supplies will be purchased to prevent sharing of materials.
- Additional spacing will be allowed between workstations, service areas and tables.
- Coursework that requires hands-on application of learning will require mandatory stops throughout the class for hand washing and sanitizing and disinfecting.
- Interactions with internship mentors, guest speakers and business partners will be guided by both Alvarado ISD protocols, updated training plans and participating mentor institutions.
- Some course requirements may be adjusted to ensure adherence to the necessary safety protocols from Alvarado ISD or other governing bodies.

School Events and Activities

- Campuses are prohibited from planning large attendance events such as all-school assemblies, parties, socials, pep rallies, etc. that bring large groups of scholars together at one time until further notice.
- Administration will follow all Alvarado ISD, TEA and UIL guidelines in regards to games, practices, etc.
- Any school wide events that are approved to be held on campus must adhere to requirements outlined by Alvarado ISD, TEA and UIL. (Examples: grade level pep rallies, assemblies, performances, etc.). Some athletic events may be live streamed and/or occur virtually when possible.
- To limit larger gatherings, campus club meetings should be held virtually when possible. If meeting in person is required, groups should utilize larger meeting spaces or multiple meeting opportunities will be provided.
- Parent organizations and booster clubs must collaborate with and seek approval from campus/district administration prior to any event that is planned.
- Back to school and transitional events will be planned in a manner that minimizes large congregation of people in one spot.

Off-School Campus Events and Activities

Field Trips

- Off-campus field trips will be scheduled as appropriate to meet curricular needs while maintaining proper social distancing practices.
- Virtual field trips will be considered as often as possible.

Classroom Transitions, Hallways and Lockers

Elementary

- Scholars must observe and follow school hall traffic flow directions while maintaining social distancing guidelines.
- Scholars and educators must wear face coverings in the halls.
- Where possible, one-way traffic throughout campus corridors will be established.
- In two-way halls scholars are expected to stay to the far right of the hall when walking.
- Scholars at Alvarado Intermediate School will transition between a team of three classroom educators while maintaining a consistent grouping of scholars.

Secondary

- Scholars are encouraged to observe and follow school hall traffic flow directions while maintaining social distancing guidelines.
- Scholars and educators must wear face coverings in the halls and avoid gathering in large groups during passing periods.
- Traffic patterns will be established throughout the campus that separates individuals to the greatest extent possible.
- Scholars should immediately report to their next class and not congregate in the hallway.