



# RICK SCHNEIDER MIDDLE SCHOOL PLANS for Face to Face and Distance Learning

## **What Rick Schneider MS is doing to prevent the entry and spread of COVID-19**

### **Before School Starts with Face to Face learning on September 8th...**

Let's work together to minimize the risk with an increased practice of social distancing before September 8th.

- Limit exposure to non-family members
- Avoid large crowds or gatherings
- Practice social distancing
- Follow all CDC recommendations, including wearing a mask

### **Enhanced Staff Training...**

- COVID-19 specific content and practices
- Designated campus COVID-19 Medical Emergency Response team of staff responsible for ensuring compliance of staff and students regarding new health and safety standards.

### **Heightened Health Screening...**

- Self-screening for both students and staff daily
- Any student or staff member showing signs or symptoms of COVID-19 should stay home.

## **As we plan for the upcoming year, Rick Schneider Middle School will follow important guidelines and commits to the following:**

1. The health and safety of our students, staff, families, and community is our top priority.
2. Every decision will take into consideration the latest guidelines and direction from local, state, and federal authorities on operations considerations during the school day.
3. RSMS will provide the highest quality of instruction to all students regardless of the circumstances.

## **Student Health Protocols:**

- All students should do a daily self-evaluation prior to coming to school or boarding school transportation.
- All students will be instructed on methods to protect themselves and others from COVID-19 at school.
- All students should practice appropriate social distancing, hand hygiene, and respiratory etiquette.
- All students should regularly wash their hands when reporting to school and after using the restroom.
- All students should maintain 6 feet distancing from others when at all possible. If this is not possible, face coverings will be used and required.
- All students will use non-medical grade face masks, covering nose and mouth, while in indoor, common spaces.
- All students should bring a water bottle with him/her daily. Water fountains will be for water bottle refills only.



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## **Employee Health Protocols:**

- All RSMS staff will be required to complete a self-screening daily.
- All RSMS staff shall know, understand, and practice methods to protect themselves and others from COVID-19 at work.
- All RSMS staff must practice appropriate cleaning and disinfection, hand hygiene, and respiratory etiquette.
- All staff shall regularly wash their hands/use sanitizer when reporting to work and after using the restroom.
- All staff shall maintain 6 feet distancing from others. If this is not possible, face covering must be used.
- All staff shall use non-medical grade face masks, covering nose and mouth, while in indoor common spaces.

## **During School:**

### **Student Interaction**

- Morning self-screening and possible temperature check for students and staff.
- Homeroom teachers will conduct a daily "are you feeling okay?" symptom check.
- Emphasis on handwashing and hand sanitizer with sanitizing stations available throughout the campus.

### **Physical Distancing**

- Adjusted transitions and meal seating/schedules
- Eliminating or modifying large group activities and programs

### **Face Coverings**

Face coverings are required to be worn by both staff and students throughout the day

### **Building Facilities**

- Routine cleaning and heightened disinfecting throughout the day.
- Higher grade air filters will be used and changed frequently.
- 16 additional no-touch, foot operated hand sanitizing stations located throughout the building
- Water fountains will be for water bottle refill only - please send your child with a water bottle each day.

### **Visitors**

Visitor restrictions - appointments must be made

### **Response in case of illness**

- Updated health center policies, procedures, and protocols with COVID-19 specific information.
- Isolation and quarantine of students and/or employees with COVID-19 like symptoms. Individuals with symptoms will be isolated, assessed, and if appropriate, sent home.
- Clear communication to all involved.
- Will coordinate with district health officials for guidance.



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## **Arrival/Dismissal/Transitioning**

### **Student Drop-Off and Pick-Up**

- Parents will stay in cars for the entire drop-off and pick-up process
- Health screening and possible temperature checks for students upon arrival, as necessary.
- Potential follow-up screening and assessment with a healthcare professional, if needed.
- All staff will wear face masks around students and families during drop-off and pick-up

### **Arrival**

- Multiple entry points established:
  - Car Riders - Enter the glass doors off the cafeteria from Bryant Street; students will get breakfast in lines and/or go around the perimeter of the cafeteria to the hallway to class.
  - Bus Riders - Kids exit the bus using social distancing; students will exit one bus at a time - other students wait on buses; breakfast students enter through side door close to the cafeteria; non-breakfast students enter through front door;
  - Walkers - Enter building through the front door
- All areas of the building (gyms, cafeteria, common areas, etc.) will be utilized to limit the size of student groupings, if needed.
- **Students may NOT be dropped off or enter the building prior to 8:00 AM.** If car riders arrive before 8:00 AM, students must wait in cars under parent supervision.
- Walkers must arrive on campus after 8:00 AM.

### **Dismissal**

- Multiple exit points established and campus will implement a staggered release procedure:
  - Walkers - dismissed first; exit out Pod F Front Door
  - Car Riders - students dismissed to Cafeteria pod by pod (Pod A/D; Pod B/E; Pod C/F); students will be distanced 3 to 6 feet;
  - Child Care Bus Riders - Students dismissed at the same time as Car Riders in the same manner (Pod A/D; Pod B/E; Pod C/F). Students will wait in the front office or the Library depending on number of riders
  - Bus Riders - Remain in Homeroom teacher classroom - board 1 bus at a time; use sidewalk to distance students getting on bus;

### **Transitions**

- The transitioning of students will be staggered during the school day by grade level.
- Students will not be allowed to congregate in hallways.
- One-way hallway directional movement will be used

## **Meal Service**

**All child nutrition staff will use PPE while performing job responsibilities and will be trained to practice health and hygiene regulations.**

### **Breakfast**

- Only students eating school breakfast will be allowed in the cafeteria area in the mornings.
- Students will distance 3-6 feet from others in the cafeteria and in serving lines using floor stickers.
- Students will get breakfast and will eat in his/her classrooms.
- Cafeteria and serving lines will be cleaned as students transition.



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## Lunch

- Staggered lunch schedule will be implemented to allow for social distancing during mealtime.
- Students will be seated 3-6 feet apart
- Students will distance 3-6 feet from others in the cafeteria and in serving lines using floor stickers.
- Cafeteria, serving, and eating areas will be cleaned between use.

## **In the Instructional Setting:**

### Classroom

- Classroom seats, desks, and other common areas will be sanitized after each use.
- Students will be seated with as much separation as feasible without disrupting the educational experience.
- Staff and students will use masks in classroom settings.

### Health and Hygiene Practices

- No touch, foot operated hand sanitizing stations are located in multiple areas throughout the building including the entrances to the pod areas, cafeteria, front office, front hallway, and gyms.
- Students and staff will be trained and reminded of proper health, hygiene, and disease transmission prevention measures.
- Students will be encouraged to use proper hand sanitizing techniques during the school day.
- Signage for proper hygiene practices will be posted throughout the building, in restrooms, and at entrances.

### Campus Cleaning Plan

- Campus will be cleaned throughout the instructional day.
- Custodial staffing will be realigned to allow for ongoing cleaning of communal surfaces during the instructional day.
- Classrooms will be equipped for cleaning between changing student groups.
- Cleaning products will be properly stored when not in use.

### Use of Masks

- Rick Schneider Middle School requires the use of non-medical grade face coverings.
- Face coverings will be required for all campus staff according to PISD guidelines.
- Face coverings will be required for students in common areas and in classrooms.
- Any individual coming to the campus during the instructional day will be required to wear a face covering for building access.

## **Events and Non-Academic Activities:**

- Extracurricular activities will be conducted in alignment with the UIL guidelines.
- Non-UIL activities will follow the same COVID-19 related guidelines as UIL activities.
- Any student social activities (dances, celebrations, etc.) must be conducted in open air venues or limited to less than 50 participants. All such activities regardless of location must be in compliance with state social distancing guidelines.
- Hand washing or hand sanitation stations must be available for every activity.
- Face coverings will be implemented, as feasible.



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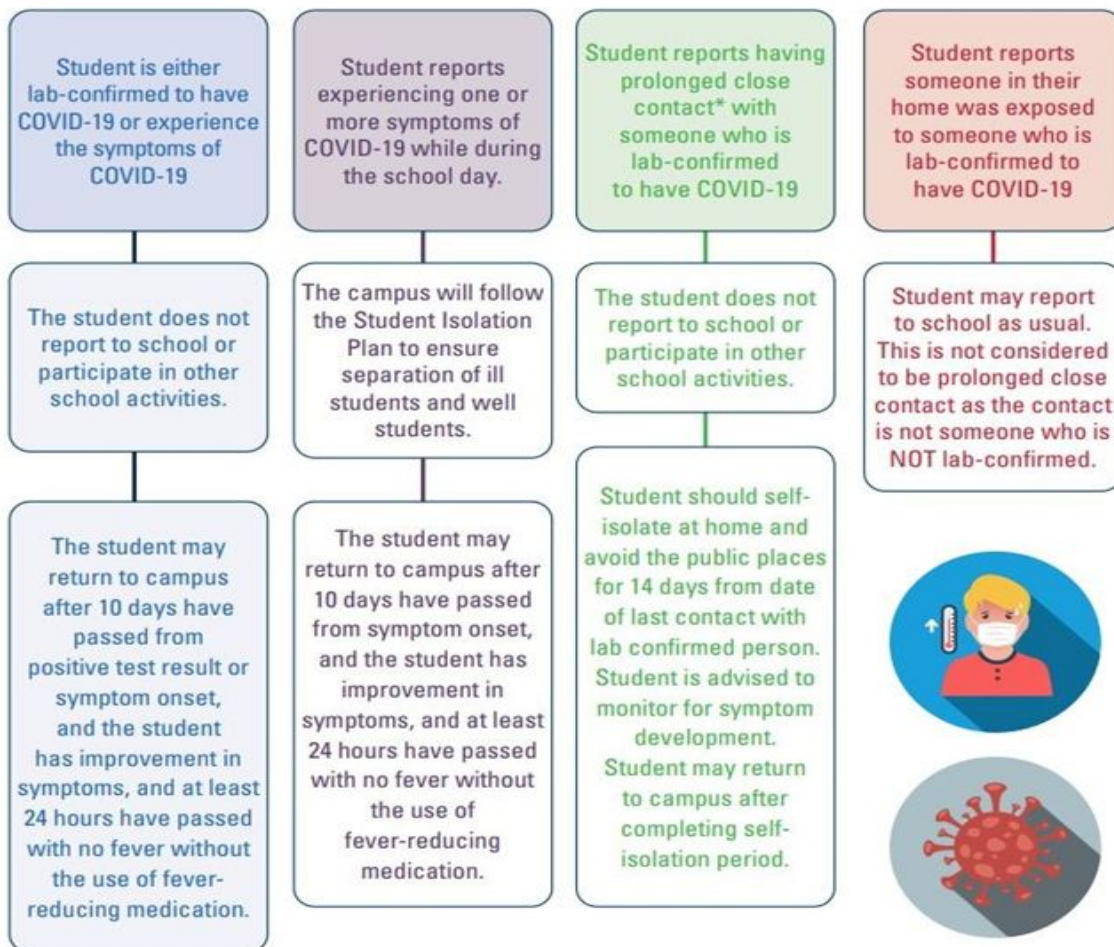
## Visitors, Deliveries, Miscellaneous:

- To limit exposure, campus visits will be restricted (including during meal times).
  - Essential meetings will be done by appointment only or through a virtual format
  - In the event an individual visits a campus, they must pass a screener with temperature monitoring to access the school campus.
- To ensure the safety of students and staff, no outside food deliveries will be accepted (food, gifts, birthday celebration items, or food delivery services, etc.)
- Until further notice, all field trips will be postponed.
- Until further notice, there will be no large student assemblies, concerts, or performances.

**\*To be considered exposed to COVID-19, you need to have prolonged close contact with a person who has the virus. Close contact includes being within 6 feet of a person who has been lab-confirmed for COVID-19 for at least 15 minutes or being directly exposed to infectious secretions.**



## Student Process Map for COVID-19 (Fall 2020)





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## Student Isolation Plan (Fall 2020)

- Symptomatic students will be required to apply a face covering and report to the designated isolation area for further evaluation.
- The ill student will remain isolated with assigned designated staff member to be monitored and receive medical care if needed until parent/guardian arrives for student pick up.
- Monitoring staff member must perform hand hygiene and wear PPE for the duration of the isolation period.
- Campus administrators will immediately notify District Health Services and will follow their guidance.
- After students and staff are removed from the isolation area, it will be sanitized using approved germicidal agents by PISD custodial staff wearing appropriate PPE.



# RICK SCHNEIDER MIDDLE SCHOOL PLANS for Face to Face and Distance Learning

## **A B C** Pasadena ISD COVID-19 Action Levels

### STANDARD PRACTICES UTILIZED IN ALL ACTION LEVELS:

Staff, students and visitors will self-screen daily for COVID-19 symptoms prior to leaving their home, maintain social distance when feasible, and wear face coverings on all Pasadena ISD campuses, buses and facilities.



- Intensify cleaning and disinfection of commonly touched surfaces and areas
- Alternate methods of movement within the building and decrease group activities
- Non-critical gathering and events may be postponed
- Restrict outside visitors to essential services only
- Continue to monitor attendance and communicate with state and local health authorities



- Postpone/cancel all non-critical gatherings and events
- Classrooms and/or campuses where there are high concentrations of reported COVID-19 symptoms or known lab-confirmed cases may be temporarily closed for disinfecting
- Face to Face learners may need to temporarily transition to Virtual Learning
- The number of students on campuses may be limited
- No outside visitors
- Capacity limits on school buses may be reduced



- All district facilities are closed and all district events are canceled
- All education will be conducted via Virtual Learning
- Maintain close coordination with state and local health authorities
- Communicate regularly with parents about the return to face-to-face instruction



# RICK SCHNEIDER MIDDLE SCHOOL PLANS for Face to Face and Distance Learning



## RSMS Level A Procedures



### **General Procedures:**

- Staff and students self-screen daily for COVID-19 Symptoms. Students, teachers, and staff with a fever of 100.4 degrees or greater or signs of illness, should not attend school.
- Frequently wash hands and utilize hand sanitizing stations often.
- Masks required for all students/teachers/staff

### **Arrival**

- Masks or face coverings are required upon entering the building
- Students will be asked to wash or sanitize their hands upon arrival

### **Breakfast**

- Breakfast will be grab-and-go. If a student would like to eat breakfast, they will retrieve a tray from the cafeteria and report to their mentor class to eat.
- Students will be directed to sanitize their hands at a station both prior to and after eating. All desks will be sanitized with student assistance.

### **Library Procedures**

- The librarian will provide a weekly video of book talks, book trailers, etc.
- ELAR classes will be assigned a specific day to virtually visit the Library. The Librarian will instruct and support ELAR classes virtually
- Until further notice, all library materials will be Ebooks or electronic materials.

### **Transitions**

- Students will be required to wear their mask or face covering during transitions
- Hand sanitizing stations are located throughout hallways; use of the stations will be encouraged.
- Transitions will be staggered by grade level to allow fewer students in the hallways at one time.
- Students will follow one-way, hallway movement patterns.
- Teachers will walk students to and from classes and administrators will be in hallways reminding and assisting students with social distancing.
- Students will follow a flow schedule, transitioning with their Homeroom class.

### **Lunch:**

- Lunch will be eaten in the cafeteria and common areas with appropriate spacing to maintain 3-6ft separation between students
- Students will be directed to sanitize their hands at a station both prior to and after eating
- Tables will be thoroughly cleaned between lunches

### **PE and Gyms**

- When possible, physical activity will take place outside to allow for appropriate spacing
- If equipment is used, it will be cleaned/sanitized between uses

### **Fine Arts:**

- All students must be appropriately spaced to participate.
- Band and Orchestra - no classroom/shared instruments will be permitted
- Upon entering and exiting, students will be asked to sanitize hands.

### **Dismissal:**

- Masks or face coverings are required while exiting and if within 6 feet of others on the front porch
- Students will have a staggered dismissal. Car riders/walkers will be dismissed first and then bus riders will be dismissed from classrooms straight to their assigned bus.
- If a student is riding a bus, masks/face coverings are required





# RICK SCHNEIDER MIDDLE SCHOOL PLANS for Face to Face and Distance Learning



## RSMS Level B Procedures



### **General Procedures**

- Staff and students self-screen daily for COVID-19 Symptoms. Students, teachers, and staff with a fever of 100.4 degrees or greater or signs of illness, should not attend school. Temperature checks may be put into place.
- Frequently wash hands and utilize hand sanitizing stations often.
- Masks required for all students/teachers/staff

### **Arrival**

- Masks or face coverings are required upon entering the building for students
- Students will be asked to wash or sanitize their hands upon arrival
- Staggered arrival procedures may be put into place if needed

### **Breakfast**

- Breakfast will be grab-and-go. If a student would like to eat breakfast, they will retrieve a tray from the cafeteria and report to their mentor class to eat.
- Students will be directed to sanitize their hands both prior to and after eating. All desks will be sanitized with student assistance.

### **Classroom Procedures**

- Students may remain in the same classroom for instructional purposes while teachers transition from classroom to classroom.
- FA teachers plan generic lessons (simple Art or Music Appreciation lessons) and come to classrooms in pod to deliver instruction
- PE teachers broadcast activities to classrooms appropriate for minimal movement
- Students will work individually (not in groups)
- Students will have their own supplies and will not share
- Prior to dismissal, all desks will be sanitized with student assistance

### **Transitions**

- Students remain in same classroom for instruction purposes

### **Lunch**

- Lunch will be eaten in the cafeteria and commons (if needed) with appropriate spacing to maintain 3-6ft separation between students.
- May use alternate lunch schedule where students will eat lunch in their classrooms
- Students will be directed to sanitize their hands at a station both prior to and after eating
- Tables will be thoroughly cleaned between lunches

### **Gym**

- When possible, physical activity will take place outside to allow for appropriate spacing
- If equipment is used, it will be cleaned/sanitized between uses. Physical activity requiring equipment may be prohibited.

### **Fine Arts**

- Choir: Singing is prohibited at this time
- Band and Orchestra: no classroom/shared instruments permitted; instrument play may be prohibited at this time
- Upon entering and exiting, students will be asked to sanitize their hands

### **Dismissal**

- Students will have a staggered dismissal.
- Car riders/walkers will be dismissed first and then bus riders will follow.
- Masks or face coverings are required upon exiting the building.
- If a student is riding a bus, masks/face coverings are required

### **Extracurricular Activities:**

All non-critical events/gatherings will be postponed or cancelled



# RICK SCHNEIDER MIDDLE SCHOOL PLANS for Face to Face and Distance Learning



## RSMS Level C Procedures



RSMS is closed and all district events are canceled

- We will keep parents and students informed via social media, our school website, the call-out/email system and through Remind phone calls.
- We will communicate with staff via email, Zoom/Meets, and the Remind 101 text feature.
- PLC/GLT meetings will continue with mandatory attendance.
- All faculty and staff will follow the 8 hour student workday schedule

All education will be conducted via distance, remote learning

- Google Classroom will be utilized.
- Summit Learning Platform will be utilized.
- All teachers: are available to meet with students during their scheduled class period, providing support to those who are struggling
- Daily communication and documentation with Homeroom/Mentor group
- Daily schedule will continue (same daily schedule used; times will not change)
- Communicate with parents about a return to face-to-face instruction

Maintain close coordination with local health officials

Will be keep parents and students informed via social media, our school website and the call-out system