



New Diana ISD
Return to School Plan
2020 - 2021

Changes to the public health situation over the course of the school year may necessitate changes to this guidance. Check your student's campus website for more detailed information.

INTRODUCTION

We have created this plan to aid in navigating the reestablishment of our school where employees, students, and families feel safe and to reduce the impact of COVID-19 conditions upon returning to school. The guidelines referenced in this plan are based on guidance from the Centers for Disease Control and Prevention (CDC) and the Texas Education Agency (TEA). Regular updates will be made to this plan as warranted.

GUIDING PRINCIPLES

In order to ensure the continued wellbeing of our employees the following guiding principles have been put in place:



EXPOSURE DEFINED

Close contact of less than 6 feet for more than 15 minutes to a person who has COVID-19 symptoms or a person who has tested positive.



Section I
Safety of Students,
Staff
and
Visitors

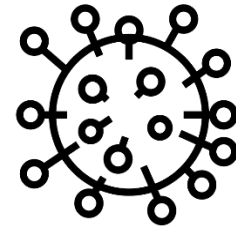
VISITOR RESTRICTIONS

Visitors will be screened, virtual meetings will be available when possible, visitors and staff will maintain physical distance for ARD in meetings such as for an Ard, Dismissal, and Review (ARD) meeting.

EMPLOYEE AND STUDENT SCREENING AND PROTOCOLS

To help prevent the spread of COVID-19 and reduce the potential risk of exposure to our employees and students, we will be requiring employees and students to self-screen which includes the following:

- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- Loss of taste or smell
- Diarrhea
- Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
- Known close contact with a person who is lab confirmed to have COVID-19



Staff must report to their supervisor if they have COVID-19 symptoms or are lab-confirmed with COVID-19, and, if so, they must remain off campus until they meet the criteria for re-entry. Additionally, staff must report if they have had close contact with an individual who is lab-confirmed with COVID-19.

SELF-SCREENING PROTOCOL

Parents must ensure they do not send their student to school if the child has COVID-19 symptoms or is lab-confirmed with COVID-19, and will receive remote instruction until the conditions for re-entry have been met. Students will also move to remote instruction if they have had close contact, (as defined by the CDC) with an individual who is lab-confirmed with COVID-19 until the 14-day incubation period has passed.

TRANSPORTATION SANITATION CHECKLIST

1. Hand sanitizer will be at the entry of all buses.
2. For routes where students sit in close proximity within the bus, students are highly encouraged to wear face covering while on the bus.
3. When possible, windows will be open to allow outside air to circulate throughout the bus.
4. Busses will be cleaned before each route.

HEALTH PROTOCOL

If an employee becomes ill at work or if another person is exhibiting symptoms of COVID-19 at work, they may be asked to leave work and go home or to the nearest health center.

Employees returning to work from an approved medical leave should contact their supervisor. You may be asked to submit a healthcare provider's note before returning to work.

TESTED POSITIVE FOR COVID-19 or SUSPECTED WITH COVID-19

Any individuals who themselves either: (a) are lab-confirmed to have COVID-19; or (b) experience the symptoms of COVID-19 (listed below) must stay at home throughout the infection period, and cannot return to campus until it can be verified the individual has met criteria for re-entry.

- In the case of an individual who was diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met:
 - i. at least one day (24 hours) has passed since recovery (resolution of fever without the use of fever-reducing medications);
 - ii. the individual has improvement in symptoms (e.g., cough, shortness of breath); and
 - iii. at least ten days have passed since symptoms first appeared.
- In the case of an individual who has symptoms that could be COVID-19 and who is not 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 the campus until the individual has completed the same three-step set of criteria listed above.
- 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 alternative diagnosis or (b) obtain an acute infection test at an approved testing location (<https://tdem.texas.gov/covid-19/>) that comes back negative for COVID-19.

IDENTIFYING POSSIBLE COVID-19 CASES ON CAMPUS

NDISD 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.

NDISD will clean the areas used by the individual who shows COVID-19 symptoms while at school (student, teacher, or staff) as soon as feasible.

Students who report feeling feverish will be given a temperature check.

PRACTICES TO RESPOND TO A LAB CONFIRMED CASE IN THE SCHOOL

<p>Local Health Department Notified If an individual who has been in a school is lab-confirmed to have COVID-19, the school must notify its local health department, in accordance with applicable federal, state, and local laws and regulations, including confidentiality requirements and FERPA.</p>	<p>Areas Closed for Cleaning NDISD will close off areas that are heavily used by the individual with the lab-confirmed case (student, teacher, or staff) until the non-porous surfaces in those areas can be disinfected, unless more than 7 days have already passed since that person was on campus.</p>	<p>Notifications Are Sent Consistent with our school notification requirements, and consistent with legal confidentiality requirements, schools must notify all teachers, staff, and families of all students in a school if a lab-confirmed COVID-19 case is identified among students, teachers or staff who participate in any on-campus activities.</p>
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GUIDANCE IF EXPOSED

While we all hope to avoid exposure to illness from COVID-19, we need to be prepared for that possibility. If you or someone you've been in contact with has been exposed to the virus, our first concern is for your health and safety and those around you. In this rapidly changing situation, healthcare providers will have the most up-to-date information from the CDC.

Please do the following:

- 1.** Quarantine yourself in a specific room away from others in your home.
- 2.** Contact the following (in order of priority), let them know you have been exposed to COVID-19, then follow their instructions.
 - Your teacher/supervisor
 - Your healthcare provider
- 3.** Your supervisor will work with HR to determine appropriate next steps.
- 4.** In case of an emergency, call 911 and let them know you have been exposed to COVID-19, then follow their instructions.
- 5.** NDISD requests the student, teacher, staff, or visitor should stay at home through the 14-day incubation period and will not be allowed on campus. If the individual experiences symptoms, they must stay at home until the conditions outlined below have been met.
 - At least 1 day (24 hours) have passed since recovery (no fever without the use of fever-reducing medications); and
 - You have improved in respiratory symptoms (cough, shortness of breath, etc); and
 - At least 10 days have passed since symptoms first occurred.

SOCIAL DISTANCING

Social distancing is an effective way to prevent potential infection. NDISD employees, students, parents, and visitors should practice staying approximately 6 feet away from others and eliminating contact with others.

CLOSE CONTACT (DEFINED)

This document refers to “close contact” with an individual who is lab-confirmed to have COVID-19. Close contact is determined by an appropriate public health agency. For clarity, close contact is defined as:

- Being directly exposed to infectious secretions (e.g., being coughed on while not wearing face covering); or
- Being within 6 feet for a cumulative duration of 15 minutes.

If either occurred at any time in the last 14 days at the same time the infected individual was infectious.

Individuals are presumed infectious at least two days prior to symptom onset or, in the case of asymptomatic individuals who are lab-confirmed with COVID-19, two days prior to the confirming lab test.

PERSONAL PROTECTIVE EQUIPMENT (PPE)

In order to minimize exposure to COVID-19, PPE may be needed to prevent certain exposures. PPE can include:

Face Coverings: Face coverings are an important part of employee and student protection, as well as personal hygiene, social distancing, and frequent cleaning efforts.

It may be impractical for students to wear face coverings or face shields while participating in some non-UIL athletic or other extracurricular activities. When it is impractical for students to wear face coverings or face shields during those activities, schools must require students, teachers, staff, and visitors to wear face coverings or face shields when entering and exiting facilities and practice areas and when not actively engaging in those activities. Schools may, for example, allow students who are actively exercising to remove face coverings or face shields, as long as they maintain at least six feet of distance from other students, teachers, and staff who are not wearing face coverings or face shields. However, schools must require students, teachers, and staff to wear face coverings or face shields as they arrange themselves in positions that will allow them to maintain safe distancing.

Students and staff will need to provide their own personal face coverings as the district has a limited supply of PPE. Students and staff may remove their face coverings once they are in the classroom, but staff can require students to continue to wear them in situations in which distancing cannot be achieved.

Students in grades 6 -12 will need to wear face covering when they enter the building and as they transition through the halls.

For students in PK-5, the determination of whether wearing a face covering is developmentally appropriate is up to the student's parent or guardian. According to TEA's guidance, it is not developmentally appropriate for students in kindergarten and below to wear face coverings.

It may not be developmentally appropriate for some other students, including some students with disabilities, to wear face coverings.

Gloves: Touching your face with contaminated hands, whether gloved or not, poses a significant risk of infection. Wearing gloves does not diminish the need to wash your hands. Please remember to wash your hands properly as it is the number-one defense against any virus. Additionally, the proper removal of gloves reduces the risk of being exposed to contamination.

Please note that social distancing should still be practiced even with the use of gloves and face coverings.

In addition to using PPE, please remember to:

1. Wash your hands often with soap and water for at least 20 seconds. Use hand sanitizer with at least 60% alcohol if soap and water are not available.
2. Avoid touching your eyes, nose, and mouth.
3. Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.

PERSONAL WORKSPACE/CLASSROOM

Employees are encouraged to disinfect their own personal workspace (teacher desk, phone, etc) throughout the day, giving special attention to commonly touched surfaces.

SHARED WORKSPACE

Employees are encouraged to disinfect their own workspace multiple times throughout the day, giving special attention to commonly touched surfaces. NDISD has alcohol-based hand sanitizers throughout the workplace and in common areas. Cleaning sprays and wipes are also available to clean and disinfect frequently touched objects and surfaces such as telephones and keyboards. The NDISD Custodial Team will clean all workspaces at their designated cleaning time.

Please note that proper equipment such as acceptable disinfectant and PPE should be used when cleaning individual workspaces.

There will be limited access to certain workspaces to reduce exposure to risks and ensure employee safety as an example school offices.

FACILITIES CLEANING

The safety of our employees and students is our first priority. Upon reopening, our schools have been cleaned and disinfected and we will continue to adhere to all necessary safety precautions. In addition to the deep clean of the office and school before employees and students return, the cleaning steps outlined will be taken to disinfect workplace surfaces, chairs, tables, etc. to protect employees and reduce the risk of spread of infection. We will require employees to maintain this safety standard by continuously cleaning and disinfecting based on frequency of use.

GENERAL DISINFECTION MEASURES

Category	Area	Frequency
WORKSPACES	Classrooms, Offices	At the end of each use/day
APPLIANCES	Refrigerators, Microwaves, Coffee Machines	Daily
ELECTRONIC EQUIPMENT	Copier machines, Shared computer monitors, TV's, Telephones, keyboards	At the end of each use/day and/or between use
GENERAL OBJECTS USED	Handles, light switches, sinks, restrooms	At least 4 times a day
BUSES	Bus seats, handles/railing, belts, window controls	At the end of each route
COMMON AREAS	Cafeteria, Library, Conference rooms, Gyms, Common Areas	At the end of each use/day; between groups

GENERAL DISINFECTION MEASURES PROTOCOL

General measures will be followed regularly. NDISD will institute more frequent cleaning practices, including additional cleaning by janitorial staff, as well as provide the opportunity for children to clean their own spaces before and after they are used, in ways that are safe and developmentally appropriate.

DEEP CLEANING AND DISINFECTION PROTOCOL

Deep cleaning is triggered when an active employee or student is identified as positive for COVID-19 based on testing. Deep cleaning will be performed as soon as the confirmation of a positive test, as practical. While the scope of deep cleaning is presumed to be the full site, sites may reduce the footprint to be deep cleaned if there is sufficient rationale to do so, and they gain consensus of the superintendent and the COVID-19 Crisis Team. Notwithstanding the above, if an active employee is confirmed to have a COVID-19 positive test, in lieu of performing deep cleaning, sites may shut down the site for a period of 7 days to allow for natural deactivation of the virus, followed by site personnel performing a comprehensive disinfection of all common surfaces.

- 1.** NDISD will close off areas that were heavily used by the individual with the lab-confirmed case (student, teacher, or staff) until the non-porous surfaces in those areas can be disinfected, unless more than 7 days have already passed since that person was on campus.
- 2.** Notification: NDISD will notify all teachers, staff, and families of all students in a school if a lab-confirmed COVID-19 case is identified among students, teachers or staff who participate in any on-campus activities.

STUDENT AND TEACHER GROUPINGS

Where feasible without disrupting the educational experience, NDISD will encourage students to practice social distancing.

- 1.** In classroom spaces that allow it, we will consider placing student desks a minimum of six feet apart when possible.
- 2.** In classrooms where students are regularly within six feet of one another, NDISD will plan for more frequent hand washing and/or hand sanitizing and will consider whether increased airflow from the outdoors is possible.

VISITORS ON CAMPUS

The safety of our staff and students remains the district's primary concern. To help prevent the spread of the virus and reduce the risk of exposure to our staff and students, we will ask you if you are symptomatic for COVID -19.

CAFETERIA AND MEAL PERIODS

Students may bring their own meals or be served individually plated meals, and will be spaced throughout the cafeteria to create distance between students.

NDISD will use disposable food service items.

No parents/visitors during lunch at this time. Classes will go to lunch on a staggered schedule to minimize the number of students in the cafeteria each period.



Section II
Extracurricular
and
District-Wide
Planning

Participation in extracurricular activities on campus must align with UIL and non-UIL activities. NDISD will plan for entry, exit, and transition procedures that reduce large group gatherings. Parents are encouraged to remain outside during drop-off and pick-up.

BAND, ATHLETICS, MUSIC, CHEER, AG, and MORE

When feasible and appropriate, it is preferable for students to gather outside, rather than inside, because of likely reduced risk of virus spread outdoors. NDISD will continue to offer extracurricular activities at our discretion and consistent with TEA's guidance and with the guidance of UIL.

NDISD will consider eliminating assemblies and other activities that bring large groupings of students and/or teachers and staff together. Consideration is based on local conditions and health advice.

- 1. NDISD extracurricular activities, Sports, Band, etc.** - Students and staff will be trained in COVID-19 safety protocols. All participants, coaches, and directors will follow rules established by the University Interscholastic League (UIL) and the Texas Education Agency (TEA).
- 2. Elementary Physical Education** - Physical education is required every day. We will exercise hand sanitizing hygiene before and after participating. We will use outdoor activities as the weather permits and facilities allow.