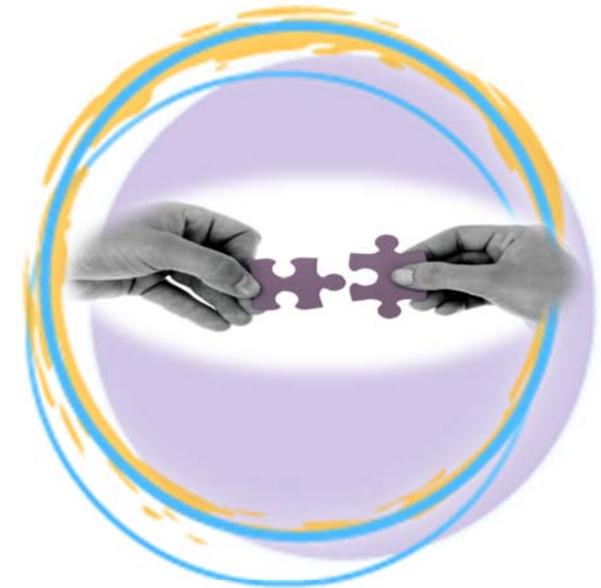


*You are an essential piece
of the puzzle.*

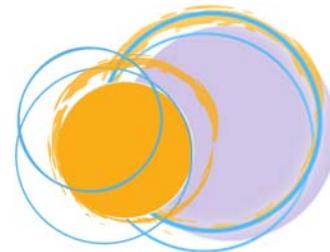
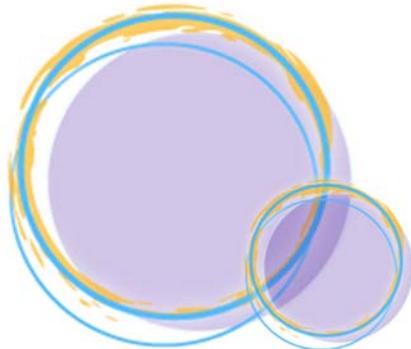
The Student Services Department in conjunction with JISD want to provide the safest environment for our students, parents and staff. We are working hard to provide the best service possible while following all state and local guidelines.



**Return to Learn
Safety Plan
Student Support Services
2020-2021**



102 School Street
Converse, TX 78109
210-619-0342





Meetings and Hearings

Our office is laid out to allow for the practice of social distancing and we minimize interactions of large groups.

Student Services offers several options in order to best serve our parents. Meetings and Hearings are set up so that you may attend either via Zoom, teleconference or in person. We want to ensure that everyone is kept as safe as possible. So, for those requesting an in person meeting only one parent and the student are allowed to attend. Adequate distance will be kept between the participants to allow 6 ft between them at all times. Masks are also required properly covering the nose and mouth during your time in the building. The Director will also have a plastic guard between himself and the participants of the meeting or hearing

Visitors

All visitor access will require clearance prior to arrival.

The following guidelines will be communicated to parents regarding access to the building:

- The parent/visitor must call 210-619-0342 prior to entering and identify the reason for the visit if an appointment is not already scheduled.
- All visitors will be required to complete screener questions.
- All visitors will be screened at the front door of the main entrance before entering the building.
 - Only one adult will be allowed in the building per student. No family groups will be permitted in the building.
 - All parents and visitors are required to sign-in.
 - Visitors will only be allowed in the Student Services Office and no other part of the building.
 - All parent and visitor requests for in-person conference will be by appointment only.

Cleaning & Disinfecting

Routine cleaning and disinfecting is key to maintaining a safe environment for parents, students, and staff.

- Cleaning removes dirt and most germs and is usually done with soap and water.
- Disinfecting kills most germs, depending on the type of chemical, and only when the chemical product is used as directed on the label.

Routine Cleaning and Disinfecting

The following areas will be cleaned after every use:

- Tables and chairs
- Shared Phones
- Shared Computers
- Shared Copy Machines
- Door Knobs and Handles

Note: Restrooms are cleaned by our custodial staff at least twice a day.

