



**Return to Learn**  
**Safety Plan**  
**Judson High School**  
**2020-2021**



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# SECTION 1: FACILITY SAFETY PLANS

The following operational guidelines from the Texas Education Agency has taken into consideration in the development of our campus safety plans:

- All instruction should be held in spaces that allow desks to be placed at least six feet apart when feasible.
- If more than one group is using a shared space that is large enough to allow for students in all groups and their respective desks to be six feet apart, then multiple groups of individuals can be in the space together. However, each group must be separated from the other by an empty space of at least 30 feet when feasible. All students will be seated facing forward when feasible.
- The groups should not combine for activities at any time. (Two groups of ten students and one teacher can meet at the opposite ends of a cafeteria, if students can all be seated at least six feet apart; three groups of 11 students can meet in a large gymnasium, separated by 30 feet, with one teacher circulating between the groups to support online learning; and other iterations are also possible, so long as they meet the requirements for distancing when feasible.)
- Whenever possible and developmentally appropriate, there should be no group or pairs work that would require students to regularly interact within six feet, recognizing that this is not possible for early childhood students and some students with disabilities.
- Students must not be brought together in assemblies, field trips, or other group gatherings outside of their class group, unless the distancing of 30 feet between groups can be maintained.

## Arrivals and Dismissals

All bus riders will arrive and depart from the parking lot in the back of the campus. No more than 2 buses will unload simultaneously, and students will report to their first period class. Students may stop by a breakfast serving area prior to going to class.

At the end of the school day, all classes will be released in a staggered fashion. Students are to report directly to their designated departure area. Once students have exited the building, they will no longer be permitted on campus.

## Campus and Classroom Capacity

The campus has designated classrooms that will allow for the practice of social distancing and minimize interactions of large groups.

Students that are medically fragile or have individualized needs will have specific plans created to ensure safety within parameters that are created specifically for the student by the ARD committee.

## Entries and Exits

Entrances and exits have been designated in order to create clear pathways and avoid the congregation of large groups. Entrance and exit points are identified as the following:

- Main Entrance: All staff members will enter the main entrance after they have completed their electronic self-screening checklist. Social distancing is expected at front entrance. Signs are posted clearing defining where to wait in order to be 6 ft apart.
- Side of School: Car Drop-Off/Pick-Up Families with Student with Multiple Grade Levels
- Circle Drive 6:45-7:30: Bus Riders Drop-Off/ Pick-Up
- Front Entrance of school: Walkers Drop-Off/Pick-Up Families with Student with Multiple Grade Levels
- No entrance through rear or side exits

## Health Holding Areas

When a student or staff member develops any symptoms of illness consistent with COVID-19 (e.g., new onset or worsening cough OR shortness of breath OR at least two of the following symptoms: fever of 100.0°F, chills, muscle ache, headache, sore throat, loss of taste or smell), we will take the following general precautions:

- The student will be removed from the classroom and assessed by the school nurse and contact the parent/guardian.
- Isolation rooms have been identified in the event a student or staff member becomes ill during the school day. JHS will use the back portables 9 and 10 for this purpose.
- A campus designee will facilitate the movement of the other students in the class to a new space in order to allow the contaminated room to be closed off and sanitized using district cleaning protocols.
- A campus designee will monitor student or staff member and follow the following guidance:
  - Maintain 6 feet social distancing
  - Wear appropriate PPE including facial mask and gloves
  - The designated area will be closed off
  - Disinfecting protocols will be followed immediately

## Safety Signage

Safety signage will be posted throughout the interior and exterior of the building reminding staff and students to follow safety guidelines including social distancing and handwashing.

Examples of signage:

**DO NOT ENTER**

**IF YOU HAVE ANY OF THESE SYMPTOMS:**

Cough    Runny/stuffy nose    Fever    Sore throat    Diarrhea    Vomiting

**Wash your hands and help protect each other from getting sick.**

For more information [\[Link\]](#) CITY OF SAN ANTONIO METROPOLITAN HEALTH DISTRICT 03/12/2020

**Coronavirus Disease 2019 (COVID-19) Reduce Your Risk**

CITY OF SAN ANTONIO METROPOLITAN HEALTH DISTRICT

**You can help prevent the spread of respiratory illnesses with these actions:**

Wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, use an alcohol-based hand sanitizer.	Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
Avoid touching your eyes, nose and mouth with unwashed hands.	Avoid close contact with people who are sick.
If you feel sick, stay home and please contact your healthcare provider.	Clean and disinfect frequently touched objects and surfaces.

For more information visit: [sanantonio.gov/COVID19](http://sanantonio.gov/COVID19)

3/12/2020

**Symptoms of Coronavirus (COVID-19)**

Know the symptoms of COVID-19, which can include the following:

Cough    Fever    Chills    Muscle pain

Shortness of breath, or difficulty breathing\*    Sore throat    New loss of taste or smell

**Symptoms can range from mild to severe illness, and appear 2-14 days after you are exposed to the virus that causes COVID-19.**

**\*Seek medical care immediately if someone has emergency warning signs of COVID-19.**

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you.

[cdc.gov/coronavirus](http://cdc.gov/coronavirus)

**Stop the spread of germs that make you and others sick!**

**Cover your Cough**

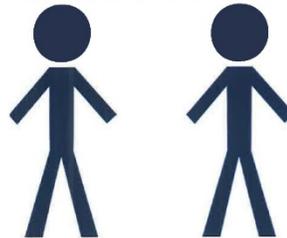
Cover your mouth and nose with a tissue when you cough or sneeze or cough or sneeze into your upper sleeve, not your hands.

Put your used tissue in the waste basket.

You may be asked to put on a surgical mask to protect others.

**Clean your Hands**

Wash with soap and water. Or, use alcohol-based hand cleaner.



## **Sanitizing Stations**

- Sanitizing stations will be located throughout the campus. Each station has been designated in order to create and support consistent pathways that avoid the congregation of large groups.
- The nurse's clinic will serve as the campus Health Check Station.
- Teachers, staff and families should self-screen before coming to campus. If any risk factors are present in the self-screen process the individual should stay home and report risks to the campus.
- Students and staff members are asked to report any symptoms that occur during the school day or several hours after leaving the campus.
- Hand sanitizer will be located at the front office and in every classroom and will be required to be used by all.

## **Health Check-In for Employees**

Electronic health screenings will be provided through the technology department on a daily basis. Employees who do not pass the self-screening will be identified to campus administration. Said employees will not be eligible to come to the campus on that day.

## **Hallways – Flow of Traffic**

Designated pathways have been determined based on the flow of traffic and in alignment with our entrance and exit areas. Please see our campus maps for specificity.

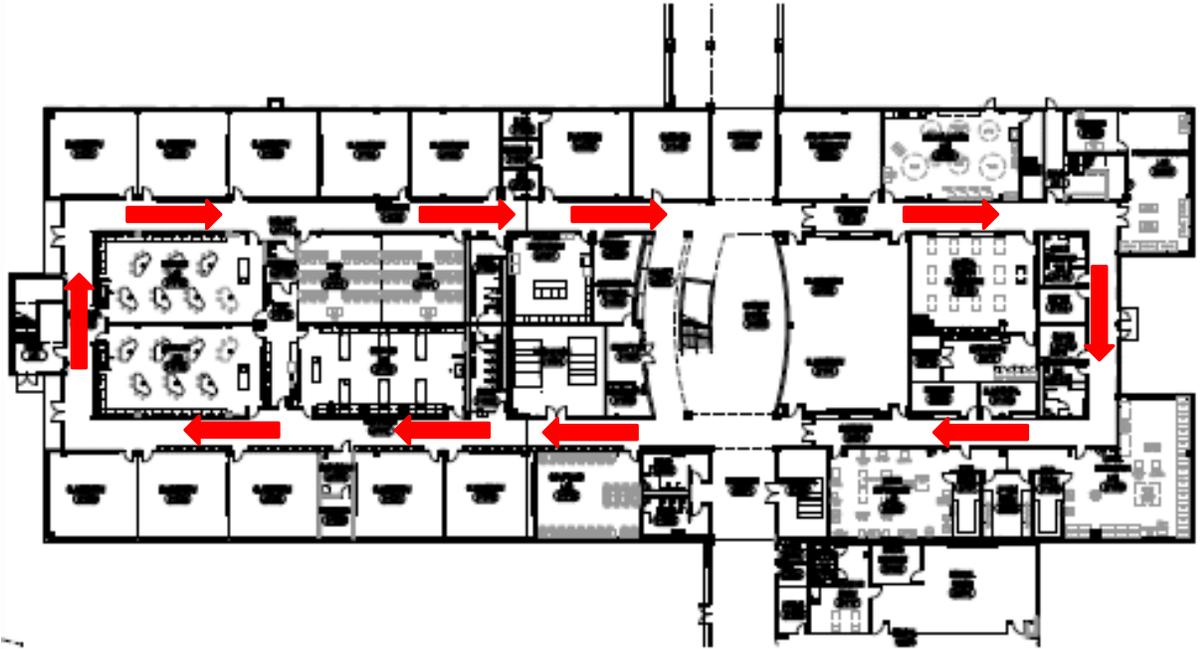
- Students and staff will walk in one direction in the hallways. Designated signs will be along each wall indicating where students are to stand when in the hallway.

## **Restrooms**

Restrooms have been designated for both student and adult usage in order to avoid congregation and support clear pathways. Designations are located on the campus map. Restrooms will be cleaned every hour.

### Campus Maps with Directional Flow

All traffic in the classroom hallways will be in one direction. All traffic will flow in a clockwise fashion. All traffic in the main hallway will be bi-directional with a gap in the middle of the hallway.



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## SECTION 2: DAILY SAFETY PLANS

Our daily safety plans will provide guidance for cleaning, sanitizing, and disinfecting our school in order to minimize and control the spread of illness and disease.

### Cleaning Protocols

There are three lines of defense to decrease the spread of pathogens in a school environment:

- Personal hygiene
- Regular cleaning procedures
- Proper disinfection and sanitizing procedures

\*The difference between cleaning, disinfection and sanitizing is discussed below:

### Personal Hygiene, Cleaning, Disinfections

**Cleaning**- Removes germs, dirt, and impurities from surfaces or objects. Cleaning works by using soap (or detergent) and water to physically remove germs from surfaces. This process does not necessarily kill germs, but by removing them, it lowers their numbers and the risk of spreading infection (CDC, 2016).

**Disinfecting** - Kills germs on surfaces or objects. Disinfecting works by using chemicals to kill germs on surfaces or objects. This process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface after cleaning, it can further lower the risk of spreading infection (CDC, 2016).

**Sanitizing** - Lowers the number of germs on surfaces or objects to a safe level, as judged by public health standards or requirements. This process works by either cleaning or disinfecting surfaces or objects to lower the risk of spreading infection (CDC, 2016).

**Personal Hygiene**- The spread of pathogens can be minimized in schools by employing good personal hygiene, regular cleaning and the proper use of disinfectants. The use of good personal hygiene by students, staff and visitors can greatly reduce the spread of pathogens in the school. These can include the following components:

**Proper hand-washing hygiene and sanitization.** All building occupants will have access to adequate soap, water and drying mechanisms (paper towels). Adequate training and signage on proper hand-washing techniques are posted through-out the school. Explicit training for handwashing will be provided by the school nurse and monitored by supervising adults. In addition, sanitization stations will be placed outside of classrooms to include alcohol- based sanitizer.

## **Custodians, Teachers, Office staff & Administration**

### Guidance for Cleaning and Disinfecting

Routine cleaning and disinfecting is key to maintaining a safe environment for faculty, 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/class:

- Shared Computers
- Shared Phone
- Hard surfaces

All shared devices will have signage posted reminding users of protocols for hand washing and sanitizing.

The following areas will be cleaned at least twice a day:

- Door knobs and handles
- Stair Rails/handrails
- Light switches
- Push-buttons on vending machines
- Restrooms

The following areas will be cleaned before and after meals:

- Tables
- Desks
- Chairs

The following areas will be cleaned at the end of each session:

- Student desks and chair
- Student devices
- Student work spaces
- Classroom furniture

The risk of getting COVID-19 from cleaning is low. The following are general precautions for cleaning staff, given that community transmission of COVID-19 is occurring:

- Staff should not touch their face while cleaning and only after they can wash hands after cleaning.
- Cleaning staff should thoroughly wash hands with soap and water for at least 20 seconds after gloves are removed.
- Staff who are responsible for cleaning and disinfecting will receive proper training regarding the use disinfectants safely and effectively and to safely clean up potentially infectious materials and body fluids – blood, vomit, feces, and urine.

## **Classroom Procedures**

All staff members will be expected to adhere to the TEA guidelines for social distancing in the classroom. Such procedures will include:

- Students will enter one at a time into their classroom.
- Students will sit at their assigned desk/table.
- Students will sanitize their hands prior to entry into classroom.
- Students will sanitize their hands prior to exiting the classroom.

## **Meal Distribution and Deliveries**

Breakfast and lunch will be served throughout the campus and consumed in the student's classroom. Judson High School will not allow any student meal deliveries of any kind during operating hours.

## **Safe Training for Staff and Students**

Training students and adults in the proper use of facial masks and 6-foot social distancing guidelines and the importance of not sharing drinks, cups, food and paper towels etc. Parents and students will have access to the training videos at any time on the campus website.

## Student / Safe Expectations

The following expectations should be followed and modeled by all employees and students:

- Wear a face mask
- Maintain safe social distancing space among others
- Hand sanitizer is to be used frequently throughout the day

## Student Pick-Up / Drop-Off Procedures

Parents must wait outside of the building during drop-off and pick-up. Entry to common areas or classrooms will not be allowed.

## Visitors

All visitor access will require clearance by the campus principal or designee prior to arrival.

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

- The parent/visitor must call the school number prior to entering and identify the reason for the visit.
- All visitors needing access to the building will be required to complete screener survey.
- Visitors will not be allowed in the office. All visitors will be screened at the foyer before entering the main building.
- Only one adult will be allowed in the building per student. *No family groups will be permitted in the building.*
- All visitors must be escorted to and from their destination by the host.
- The School Nurse will notify the front office if a parent is expected due to an illness.
- All parents and visitors and required to sign-in.
- All parent and visitor requests for in-person conferences will be by appointment only. The preferred method for conferences will be via teleconference.

# SECTION 3: STUDENT LEARNING AND SCHEDULING

## 2020-2021 School Calendar

July 2020						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16*	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2020						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20*	21	22
23	24	25	26	27	28	29
30	31					

September 2020						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17*	18
19	20	21	22	23	24	25
26	27	28	29	30		

October 2020						
S	M	T	W	T	F	S
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4	5	6	7	8	9	10
11	12	13	14	15*	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2020						
S	M	T	W	T	F	S
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8	9	10	11	12	13	14
15	16	17	18	19*	20	21
22	23	24	25	26	27	28
29	30					

December 2020						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January 2021						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21*	22	23
24	25	26	27	28	29	30
31						

February 2021						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18*	19	20	21	22
23	24	25	26	27	28	29
30	31					

March 2021						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
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16	17	18	19	20	21	22
23	24	25*	26	27	28	29
30	31					

April 2021						
S	M	T	W	T	F	S
						1
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16	17	18	19	20*	21	22
23	24	25	26	27	28	29
30	31					

May 2021						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20*	21	22
23	24	25	26	27	28	29
30	31					

June 2021						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20*	21	22
23	24	25	26	27	28	29
30	31					



**2020-2021**

Holidays — Student and Staff	
July 2	— Independence Day
Sept 7	— Labor Day
Nov 3	— Staff and Student Holiday
Nov 11	— Veterans Day
Nov 23 - 27	— Thanksgiving Break
Dec 21 - Jan 1	— Winter Break
Jan 18	— Dr. Martin Luther King Jr. Day
Feb 8	— Staff and Student Holiday
Mar 8 - 12	— Spring Break
Apr 2	— Good Friday
Apr 23	— Battle of Flowers
May 31	— Memorial Day

PD Days — Students Off	
Campus PD	Aug 10, 14 (half day)
District PD	Aug 17-20
District PD	Aug 11, 12

Convocation & Campus PD	
Aug 14	

Teacher Work Days — Students Off	
Aug 13, 21	
Jun 4	

Early Release Days	
Dec 18	
Mar 5	
Jun 3	

Bad Weather Make-up Days	
Feb 8	
Jun 4	

New Teacher Academy	
Aug 3-6	

Student Days	
1st quarter [Aug 24—Oct 23]	- 44
2nd quarter [Oct 26—Jan 15]	- 43
3rd quarter [Jan 19—Mar 26]	- 43
4th quarter [Mar 29—Jun 3]	- 46

* Board meeting dates	

Board Approved on August 6, 2020

## Learning Platforms

Judson High School will use Canvas as its district approved Learning Management System (LMS). We may include the use of Google Classroom, Zoom, Flipgrid, online textbooks, among other electronic resources. Due to the virtual nature of our instructional/learning platforms, it is imperative for students to bring their electronic devices to the campus.

## Schedules

	<b>Start</b>	<b>End</b>
<b>Tutoring</b>	<b>8:00</b>	<b>8:25</b>
<b>1<sup>st</sup> Period</b>	<b>8:30</b>	<b>9:45</b>
<b>2<sup>nd</sup> Period</b>	<b>9:50</b>	<b>11:20</b>
<b>3<sup>rd</sup> Period</b>	<b>11:25</b>	<b>1:31</b>
<b>4<sup>th</sup> Period</b>	<b>1:36</b>	<b>3:06</b>
<b>5<sup>th</sup> Period</b>	<b>3:11</b>	<b>4:26</b>
<b>Tutoring (T + Th)</b>	<b>4:30</b>	<b>5:30</b>

## On Campus Learning

Students will transition from class to class. Students will avoid face-face group work but will be able to meet virtually for any group assignments or projects. All students will face the same direction during instruction as per guidelines.

Although in-person field trips will not be allowed, we will look for opportunities for students to engage in virtual field trips.

## Extended Learning Opportunities/Tutoring

After school tutoring will be available on Tuesdays and Thursdays from 4:30-5:30 PM. Students will report to the cafeteria for online tutoring. Buses will be available immediately after tutoring to transport students to the nearest neighborhood elementary school. Online morning tutoring is available via appointment with individual teachers. Students are expected to use the tutoring time productively or will be escorted out of the building. Students dismissed from tutoring will not be permitted on tutoring buses.