

Hugh Bish Site Safety Plan

Our priority is student and staff safety. This plan was developed using the most recent recommendations from the Centers for Disease Control (CDC) and the Comanche County Health Department and is subject to change as necessary to protect our students and staff. We appreciate your support and flexibility.

FACE MASKS

(Pending Board Approval)

- Students in grades PreK-3 are required to wear a face mask in all hallways and while being transported by school vehicle.
- Students in grades 4-12 shall be required to wear a face mask while being transported by school vehicle, in all hallways, classrooms where social distancing is not possible, public spaces, and common areas of the school district.
- Staff will be required to wear a face mask while on school premises as well as office spaces where multiple people are present if social distancing of six feet is not possible. Masks are not required to be worn inside an office where only one person is present but are required in all public and common spaces.
- The CDC recommends wearing face masks to contain coughs and sneezes, preventing the spread of germs to other people and nearby surfaces which helps to protect other people. Masks can also help you avoid touching your nose or mouth accidentally. While a face covering does not filter the air you breathe, it may serve as a barrier.
- Masks are supplement to, not a substitute for, other preventative measures. They are intended as an added layer of protection on top of social distancing and other common-sense protections like frequent handwashing, the use of hand sanitizer, and staying home when sick or experiencing symptoms of illness.

Face masks should:

- Fit snugly but comfortable against the side of the face
- Be secured with ties or ear loops
- Include multiple layers of fabric
- Allow for breathing without restriction

The district will make exceptions on a case-by-case basis for those that are not able to wear a mask due to medical reasons.

School Entry, Waiting, & Dismissal

Students and all employees will be required to wear a mask while in line to enter the building and in the hallways. Staff will monitor hallways and entrances to insure students are following mask wearing, social distancing and traffic pattern guidelines.

Students will be allowed enter the building at 8:30 and ***should not arrive at school prior to 8:30.*** PK-2nd grade and self contained special education students will immediately enter the building through the front doors and walk straight to class. Third-Fifth grade students will enter the building through their outside classroom doors. Students who ride the school bus will exit the bus on the east side of the building, continue to wear their mask and enter through the front doors walking immediately to their classrooms.

Students will remain in classrooms during dismissal. Staff will monitor hallways to ensure students are practicing mask wearing and social distancing. Car riders will remain in classrooms until called and will exit the building through the main doors. (No parent pick ups will be allowed at primary doors to help control social distancing) Bus & daycare students will be dismissed to the cafeteria/gym wearing masks and practicing social distancing exiting the building through the east doors as buses arrive. Extended Day students will be released to the cafeteria after all other students have been dismissed.

Extended Day

Extended day students will enter and exit the building at the east gym door. Students must arrive wearing a mask, students will sanitize their hands prior to entering the building. Parents will be required to wear a mask and sanitize hands when signing students in and out. Extended day students will follow district mask protocol. Students will sanitize their hands prior to rotating to a new activity. All activities will be sanitized daily. Individually packaged snacks will be provided by Extended Day in the afternoons.

Restrooms

Students and staff will wear masks during restroom breaks. Students will sanitize hands upon entry and exit of the restroom. Restroom breaks will be scheduled to allow for a minimum number of students in the restrooms at any one time. Restrooms will be sanitized hourly.

Library

Students and staff will wear masks and sanitize hands upon entry and exit of the library media center. The library will be limited to one class at a time. Hugh Bish Elementary will follow CDC guidelines in sanitizing library books before they will be allowed to be checked back out.

Hallways

Students and all adults will be required to wear a mask in the hallways. Hallways will be limited to the number of students to maximize social distancing and ensure traffic patterns are followed.

Cafeteria / Food Distribution/Seating

Pre-K, kindergarten, and self contained special education classes will eat in the cafeteria while practicing social distancing. All other students will eat breakfast and lunch in their classrooms at their own desk. Cafeteria staff will transport meals to the 1st and 2nd grade classrooms at designated times. Third - Fifth grade students will wear masks and practice social distancing while picking up their tray in the cafeteria. Students may bring their own lunches if desired. We encourage students who bring their lunch from home to be able to open all packaging by themselves.

There will be no outside food brought into the building to share with classmates (example: birthday cupcakes or snacks). *The exception would be for Pre-K and Kindergarten snacks which must be pre-packaged and individually wrapped. pre-packaged and brought a week in advance to ensure school staff can sanitize packaging.*

Social Distancing in Classrooms

Teachers will eliminate unnecessary items in order to create space for social distancing within the classroom. Student desks will be facing forward arranged to maximize the distance between each student. Desks will be sanitized at the end of each day. Each classroom teacher will maintain a seating chart of their classroom for the purpose of contact tracing.

The classrooms will be fogged nightly with disinfectant including student desks and chairs.

Visitor Policy

Visitors and volunteers are normally welcomed and encouraged but for the protection of our students and staff, Lawton Public School strongly suggests a no visitor policy including not allowing students to be walked to their classrooms. Normal, everyday communication will occur through email and phone conversations. We will also provide communication using digital newsletters, school webpage, school ENOTES messaging system and social media sites. In the event that a parent needs to visit the school, they must contact the school office to secure an appointment (580) 248-2244. Upon arrival to the appointment, the parent will also be required to check temperature, sanitize hands, wear a proper mask that covers both mouth and nose, and provide state-issued identification.

Recess

Students and staff will wear masks and sanitize hands upon entry and exit of the playground. Free play is an important part of the school day and student socialization. No more than two classrooms will use the playground at one time. Adequate adult supervision will be provided during recess. Masks will be required if socially distancing guidelines cannot be followed.

Limited Sharing of Materials

All classroom activities will be planned to limit the sharing of items. If items must be shared, students will sanitize their hands prior to and following use of class shared materials. Small group instruction and centers will be limited and the area will be sanitized after each use.

The classrooms will be fogged nightly with disinfectant including student desks and chairs.

District Transportation

Students will be required to wear a mask and sit in an assigned seat when riding the bus. Bus times may vary as we work out the details of limiting student wait time outside of a school to maximize social distancing and the health and safety of students.