

Comfort ISD

Safe Return to School: Parent Information

Fall 2020

The conditions surrounding the COVID-19 pandemic are continually evolving, and Comfort ISD's Safe Return-to-School plans will be constantly evaluated to adapt to the continuing trends of the COVID-19 virus, especially in Kendall and/or Kerr County.

Please know that Comfort ISD will follow recommendations for school opening and operation from the Centers for Disease Control (CDC), as well as state and local health officials. Circumstances related to COVID-19 may change throughout the coming school year, and this document will be updated as conditions change.

Health and Safety Measures

Ensuring all students, staff and community members remain healthy and safe by following best practices in the areas of:

- Guidance, directives and recommendations from health authorities
- Health & safety information, social distancing and infection control practices (handwashing, face coverings)
- Health office practices, personal protective equipment (PPE), management and isolation of students showing signs of illness

Infection Control Measures

- Some health procedures are mandated for every school in the state.
 - All staff must self-screen daily prior to entering a district or campus building.
 - Parents must self-screen their student prior to students entering a district or campus building.
 - Visitors must undergo a screening when they enter a district or campus building.
- Consistent with the Governor's most recent executive order, and assuming that order is still in place, masks will be required while in school buildings, with certain exceptions made, as noted in the order. Schools will also be required to follow any forthcoming executive orders issued by the Governor.
 - Consistent with the Governor's most recent executive order, and assuming that order is still in place, staff will wear face coverings when in hallways and common areas and during arrival and dismissal

- Consistent with the Governor's most recent executive order, and assuming that order is still in place students will wear face coverings when in hallways and common areas and during arrival and dismissal
- Social distancing of at least 6 feet encouraged at all times - 12 feet between cohort groups
- Monitored and limited access to water fountains for filling of water containers only
- Restroom capacity examined and measures in place for social distancing
- Students and staff are encouraged to provide their own personal protective equipment (PPE). PPE will be provided as needed to staff and students

Health Screenings

PREVENT: Practices to Prevent the Virus from Entering the School

Screening Questions for COVID-19 Before Campus Access

1. School systems must require teachers and staff to self-screen for COVID-19 symptoms before coming onto campus each day. Symptoms are listed at the end of this document. The self-screening should include teachers and staff taking their own temperature. Teachers and staff must report to the school system if they themselves 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 as noted below. Additionally, they must report to the school system if they have had close contact with an individual who is lab-confirmed with COVID-19, as defined at the end of this document, and, if so, must remain off campus until the 14-day incubation period has passed.
2. Parents must ensure they do not send a child to school on campus if the child has COVID-19 symptoms (as listed in this document) or is lab-confirmed with COVID-19, and instead should opt to receive remote instruction until the below conditions for re-entry are met. Parents may also opt to have their students receive remote instruction if their child has had close contact with an individual who is lab-confirmed with COVID-19 until the 14-day incubation period has passed. School systems may consider screening students for COVID-19 as well. Screening is accomplished by asking questions by phone or other electronic methods and/or in person. The screening questions should also be asked of a student's parent if that parent will be dropping off or picking up their child from inside the school. Regularly performing a forehead temperature check of otherwise asymptomatic students in school is not recommended, but the practice is also not prohibited by this guidance.
3. Excluding parental drop-off and pick-up as discussed above, before visitors are allowed onto campuses, school systems must screen all visitors to determine if the visitors have COVID-19 symptoms (as listed in this document) or are lab-confirmed with COVID-19, and, if so, they must remain off campus until they meet the criteria for re-entry as noted below.

Additionally, school systems must screen to determine if visitors have had close contact with an individual who is lab-confirmed with COVID-19, and, if so, they must remain off campus until the 14-day incubation period has passed. When practical, screening questions could be supplemented with temperature checks of adults.

Learning Environments

- Daily wiping of high hand-touch areas
- Hand sanitizer in each classroom, entrances, and throughout common spaces
- Campuses will open multiple entrance/exit points during arrival/dismissal to promote social distancing.
- Arrangement of desks to maximize space between students
- Keep school playgrounds closed to the general public
- Use of visual aids to illustrate appropriate spacing and traffic flow throughout the building
- Restrict nonessential visitors and activities involving external groups or organizations
- Limit students sharing of personal items and supplies
- Limit mixing between cohort groups as much as possible
- Arrange desks and table to maximize space between students
- Limit the number of students participating in small group instruction at one time

Student Nutrition / Lunch

- Recommended health and safety measures, such as staff wearing face coverings and gloves
- Sanitizing and hand washing practices in all areas of the kitchen and serving area
- Eliminate self-serve counters and create traditional serving lines for elementary schools
- Condiments and pre-wrapped silverware to be included with all meals
- “Grab and go” meals for breakfast at all levels
- Meals in disposable packaging to eat in cafeteria
- Procedural changes for receiving payment

Transportation

- Ridership will remain at typical district capacity
- All buses will be sanitized and wiped down daily
- Bus windows will be partially open (at minimum) during routes to provide for additional ventilation
- To support contact tracing, students will be assigned seats, and a seating chart will be maintained by the bus driver.

Campus Procedures Related to COVID-19

- If a campus is notified that a student or staff member has a lab confirmed case of COVID-19 the student or staff member will be required to stay home until the return to school criteria is met
- If a student or staff member is assessed and exhibits symptoms of COVID-19 during the school day, the cohort will be relocated to an alternate area while the room is being disinfected
- District communication will be provided to the students who came in contact with a student or staff member displaying COVID-19 symptoms
- At this time, we have not been provided with specific criteria regarding the number of positive cases that would lead to a classroom or campus closure.
- Students exposed to a lab-confirmed case of COVID-19 outside of school should stay home and contact the school for instructions on meeting the return to school criteria

RESPOND: Practices to Respond to a Lab-Confirmed Case in the School

Required Actions if Individuals with Lab-Confirmed Cases Have Been in a School

1. 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 of the Americans with Disabilities Act (ADA) and Family Educational Rights and Privacy Act (FERPA).
2. Schools must 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 3 days have already passed since that person was on campus.
3. Consistent with school notification requirements for other communicable diseases, 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 on any on campus activities.

Clinic Procedures Related to COVID-19

- Students or staff who present with symptoms will be evaluated and assessed by the school nurse
- If COVID-19 symptoms are present: staff member will be sent home, and student will be isolated from other students and asked to put on a face covering until parent arrives
- Student will be escorted to vehicle upon parent arrival

- Nurse will provide parent/staff with return to school criteria
 - Contact tracing for lab-confirmed cases of COVID-19 will be conducted
 - Virtual nurse available for at-home learners and if schools were to be closed due to COVID-19 outbreak
-

Instructional Delivery Models

Providing a high-quality education through two instructional delivery models:

- In-Person Learning (Traditional Classroom Experience)
- At-Home Learning (Virtual Learning Experience)

In-Person Learning

- Students will attend school on a regular instructional schedule and will engage in face-to face learning on campus all day, every day.
- Elementary students will be assigned to grade level classes that will be taught by teachers at their campus.
- Secondary students in grades 6-12 will follow their class schedules by transitioning to different classrooms for course instruction.
- Classroom instruction will be designed for mastery of student learning outcomes based on the academic standards called the Texas Essential Knowledge and Skills (TEKS) for each content area.
- Expectations for coursework and guidelines for grading for In-Person Learning and At-Home Learning will be the same.
- Available for students in Prekindergarten through Grade 12
- Student participation required 5 full days per week
- Instruction provided by Comfort ISD teachers
- Instruction in core content and elective areas
- District curriculum, unit sequencing and pacing of instruction
- Social-emotional support
- Accommodations and support services provided
- Implementation of preventive safety measures

At-Home Learning

- Students will remain at home and will engage in learning activities that are primarily delivered through an online learning management system.
- Live, teacher-led instruction and peer collaboration will be scheduled throughout the day to expand students' opportunities to engage with content and interact with teachers and classmates for grades 3-12. The Texas Education Agency has only approved the asynchronous learning platform (paper packets; non-electronic interactions) for PreK-2nd grade At-Home Learning; although to support social

emotional learning, teachers may still reach out to students through appropriate digital methods during this scenario.

- Daily student participation in the learning activities will be required.
- Instructional time will also be dedicated for independent learning activities.
- A structured schedule will be provided to students indicating required times for participation in approximately 3-4 hours of live, synchronous instruction each day.
- The schedule will reflect short periods of synchronous learning scheduled throughout the day followed by time for independent, asynchronous learning activities.
- The schedule will also include breaks and lunch.
- A caregiver will need to be available to support younger students in navigating the daily schedule and providing assistance with the learning as needed.
- For secondary students, the At-Home Learning schedule will take the same courses as In-Person Learning as appropriate.
- Remote at-home instruction will be designed for mastery of student learning outcomes based on the academic standards called the Texas Essential Knowledge and Skills (TEKS) for each content area.
- Expectations for coursework and guidelines for grading for In-Person Learning and At-Home Learning will be the same.
- Available for students in Prekindergarten through Grade 12
- Student participation required 5 full days per week
- Instruction provided by Comfort ISD teachers
- Instruction in core content and elective areas
- District curriculum, unit sequencing and pacing of instruction
- Social-emotional support
- Accommodations and support services provided
- Internet connection required for synchronous instruction
- District computer device provided, if needed
- Access to virtual extracurricular activities and events, as applicable

Online Learning Management System

- The district has identified Google Classroom as a tool to support a consistent learning management system for students across the district. Google Classroom helps organize assignments, boosts collaboration, and fosters communication.
- Teachers will provide training to students on how to use these digital tools.
- Resources will also be available for parents to learn how to support students in navigating learning through these digital tools.
- In the event that students participating in In-Person Learning are required to quarantine, the education of these students will continue through At-Home Learning for the duration of the quarantine period.

Technology

- Mobile devices will be readied for deployment to students, grades 3-12, who need them for virtual at-home learning, and a process for deployment of devices will be implemented.
 - Expanded parking lot Wi-Fi will continue
-

Social-Emotional and Mental Health Support Systems

Addressing the mental health and social-emotional development of all students, staff and community by following best practices in the areas of:

- School-based mental health services
- Behavioral support systems
- Family engagement and support practices
- Staff supports
- Other key systems and supports

Social Emotional Learning

- Social Emotional Learning lessons and activities to support students related to COVID-19 experiences, trauma, and school closure
- Counseling support will be accessible to both In-Person and At-Home learners

Family Support

- Provide families with information on how to access resources for mental health and wellness
-

Parent Communication

Providing families with clear and concise communication through the following outbound channels:

- Email
- Website
- Social Media
- Text Messages

Communication Tools and Channels

- Parents will receive emails from Comfort ISD, sent through the School Messenger system. Email addresses will be collected from Ascender Family Access.
 - Information about Back to School 2020 will be posted on the Comfort ISD website. The website will include:
 - Health and safety protocols
 - Information on both in-person and at-home learning
 - A list of frequently asked questions
 - Campuses will share campus-specific information with parents via email, newsletters, and other campus communication tools.
 - Regular updates will be posted on Comfort ISD's social media.
 - Comfort ISD has the capability to send direct text-messages to parents.
 - At-Home learning support offered to parents through consistent communication.
-

COVID-19 Symptoms

In evaluating whether an individual has symptoms consistent with COVID-19, consider the following questions:

Have they recently begun experiencing any of the following in a way that is not normal for them?

- Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
- Loss of taste or smell
- Cough
- Difficulty breathing
- Shortness of breath
- Headache
- Chills
- Sore throat
- Shaking or exaggerated shivering
- Significant muscle pain or ache
- Diarrhea
- Close Contact

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

Screening Questionnaire Information

1. When asking individuals if they have symptoms for COVID-19, school systems must only require the individual to provide a “Yes” or “No” to the overall statement that they are symptomatic for COVID-19, as opposed to asking the individual for specific symptom confirmation. School systems are not entitled to collect information during screening on the specific health information of an individual beyond that they are symptomatic.
2. Once it is determined that individuals who responded “Yes” to either of these questions have met the criteria for re-entry, school systems must destroy those individuals’ responses.

Circumstances related to COVID-19 may change throughout the coming school year and we will keep all parents informed if conditions change.