

# FOLLETT ISD Re-Entry Plan

*The conditions surrounding the COVID-19 pandemic are continually evolving, and Follett ISD's Safe Return-to-School plans will be constantly evaluated to adapt to the continuing trends of the COVID-19 virus, especially in our county and community.*

*Please know that Follett 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.*

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## Table of Contents

- Health and Safety Measures
  - Infection Control Measures
  - Health Screenings
  - Campus Operations
  - Learning Environments
  - Breakfast/Lunch
  - Transportation
  - Isolation Procedures related to COVID-19
  - Clinic Procedures related to COVID-19
  - Notification Procedures related to COVID-19
  - Definition of COVID-19 Symptoms
  - Definition of "Close Contact"
  
- Return to School Criteria

## Health and Safety Measures

### Infection Control Measures

- **Schools will abide by any Governor Order regarding face coverings** (*ie, if you have fewer than 10 active cases in your county, face coverings are not required*)
- Face coverings including cloth masks and face shields are available when requested.
  - Please note that if the number of cases in Follett and other data points increase past a certain threshold, regardless of a Governor's Order, face coverings may be required in the future (please see **Multi-Stage Approach to COVID-19** outlined later in this document)

- It is important to note that if students or staff come into “[close contact](#)” with someone who tests positive for COVID-19, **they will be required to self-isolate for 14 days if they were not wearing a face covering.**
- Social distancing of 6 feet will be encouraged in hallways and common areas and during arrival and dismissal.
  - It is important to note that under the current TEA guidelines (of offering in-person school every day to every student), that social distancing will not be possible as there is not enough square footage in our classrooms or campuses with most students attending daily.
- Water fountains will be available for filling of water containers only
- Staff will work to try to maintain social distancing at restrooms where possible *\*See note above about the feasibility of this with all/most students attending school*
- PPE (Personal Protective Equipment) will be available if requested
- Hand sanitizer will be available in each classroom and entrances
- Staff will be expected to regularly wash or sanitize hands
- Students will have instruction on effective hand-washing. Elementary students will wash hands or use hand sanitizer before eating, following restroom breaks and after recess. All secondary students will be encouraged to wash their hands or use hand sanitizer regularly.
- Students, staff, and visitors will be encouraged to cover coughs and sneezes with a tissue, and if not available, covered in their elbows. Used tissues should be thrown in the trash, hands should be washed immediately with soap and water for at least 20 seconds, or hand sanitizer should be used.

## Health Screenings

- Staff will self-screen for COVID-19 symptoms before coming onto campus each day
- Parents/guardians are expected to screen their students for COVID-19 symptoms each day prior to sending their students to school
- Teachers will monitor students and refer to the office if symptoms are present
- Visitors required to complete health screening to determine if they have any COVID-19 symptoms or have come into [close contact](#) with an individual who is lab-confirmed with COVID-19 upon entry into the building *\*See Visitor section for more information*

## Campus Operations

- Hand sanitizer will be available in each classroom and entrances
- Campuses will review options to reduce large group gatherings at the start and end of the day as well as other events
- Restrooms will continue to be disinfected daily / Classrooms will have surfaces disinfected daily

- Classroom doors will be propped open during transitions to reduce high-touch areas
- Staff will work to try to minimize group traffic at lockers where possible
- Schedules and protocols will be developed for the use of common areas (labs, libraries, conference rooms, etc.), including how to sanitize between use. Hand sanitizer will be available in all common areas.
- Procedures and protocols will be put into place to address locker rooms. Protocols will be in place for disinfecting equipment, students changing clothes, students showering, distancing of students, etc.

### **Learning Environments**

- Desks and tables will be arranged to maximize space between students
  - We will not be able to place students 6 feet apart
- Staff will have access to disinfectant wipes to sanitize high-touch and working surfaces and shared objects regularly
- To support contact tracing, students will have assigned seats, and a seating chart will be maintained by the classroom teacher
- Staff will limit the use of shared supplies where possible
  - All students (K-12) will be issued an individual device (Chromebooks)
  - Students will use their own supplies
- The use of outdoor space for learning will be considered when possible.

### **Breakfast / Lunch**

- Cafeteria staff will wear face coverings and gloves and will follow all health & safety protocols
- Students will be encouraged not to share food or drink
- Meals will be in disposable packaging and condiments and pre-wrapped silverware to be included with meals
- “Grab and go” meals for breakfast may be utilized to lower numbers in the cafeterias
- Lunch tables will be placed in cafeteria to maximize space between groups
- Where possible, cohorts will be grouped together to eat lunch
- Cashiers will type in ID’s on keypad daily
- All tables will be sanitized between lunches

### **Transportation**

- Ridership will remain at typical district capacity *\*We are looking into possibly eliminating our in town bus pickups for the year.*

- Parents will be encouraged to transport their children to school daily as it is the safest means of transportation due to COVID-19
- Face coverings while riding the bus are optional. Please note that **if there is a lab-confirmed case of COVID-19 of someone that rides the bus, face coverings could then be required for a specified time period.**
- To support contact tracing, students will be assigned seats, and a seating chart will be maintained by the bus driver
- All buses will have hand sanitizer dispensers placed in the stairwells for use when loading/unloading
- All buses will be sanitized and wiped down daily
- Bus windows will be partially open (at minimum) to provide for additional ventilation where appropriate

### Visitors

- Visitors will be restricted for those essential to school operations. We highly discourage non-emergency drop-offs...i.e. snacks, lunch, instruments, etc. Parents will not be allowed to eat lunch at the school until further notice.
- All visitors who enter the building are required to wear a face covering
- Campuses will utilize virtual meeting options to limit campus visitors when possible
  - Social distancing is encouraged for all meetings that are not able to be virtual
- Any visitor who needs to go beyond the front office will be subject to a health screening
  - Visitors required to complete health screening to determine if they have any COVID-19 symptoms or have come into [close contact](#) with an individual who is lab-confirmed with COVID-19 upon entry into the building
  - Any visitor who has COVID-19 or COVID-19 symptoms or have come into [close contact](#) with an individual who is lab-confirmed with COVID-19 must remain off campus until the 14-day incubation period has passed

### Isolation Procedures Related to COVID-19

- If a student or staff member have displayed symptoms of COVID-19, the office will provide a clinical assessment to determine if and when a student/staff needs to be sent home
  - If a student or staff member is assessed and exhibits symptoms of COVID-19 during the school day, the cohort will be located to an alternate area while the room is being disinfected
- 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 the school system screens the individual to determine any of the below conditions for campus re-entry have been met:
  - 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:

- at least three days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications);
    - the individual has improvement in symptoms (e.g., cough, shortness of breath); and
    - 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) receive two separate confirmations at least 24 hours apart that they are free of COVID via acute infection tests at an approved COVID-19 testing location found at <https://tdem.texas.gov/covid-19/>
- **Students or staff who come into close contact** (within 6 feet for 15 or more minutes **while not wearing a face covering**) with a lab-confirmed case of COVID-19 will be asked to self-quarantine for 14 days and should contact the school for meeting the **Return to School Criteria**
- District communication will be provided to the staff and students who came in contact with anyone who tests positive for COVID-19 *\*See Notification Procedures below*
- FISSD will immediately sanitize all areas that had exposure from someone who tested positive. In the event that this cannot be done before the start of the next school day, FISSD may need to close for a day to complete this process if relocating students is not an option.
- Any student requiring quarantine will transition to Remote Learning for the period of self-isolation
- Staff needing to self-isolate for exposure to COVID-19 will be based on whether the exposure was on-duty (at school or a school-related duty) or off-duty (did not occur at school or a school-related duty). Staff asked to self-isolate due to on-duty exposure will be asked to work remotely and leave will not be impacted. Staff needing to self-isolate due to off-duty exposure (home/personal) will need to access leave during self-isolation. A positive diagnosis of COVID-19 will qualify staff for Emergency Paid Sick Leave (EPSL), available through December 2020 which gives access to two weeks of additional leave for employees.

### **Clinic Procedures Related to COVID-19**

- Students or staff who present with symptoms will be evaluated and assessed by the office
- 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

- Campus administrator will move the student’s class so that the space can be disinfected
- Office will provide parent/staff with **Return to School Criteria**
- Contact tracing for lab-confirmed cases of COVID-19 will be conducted

### **Notification Procedures Related to COVID-19**

- 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. If you were determined to have had [close contact](#) you will be individually contacted
- Contact tracing for lab-confirmed cases of COVID-19 will be conducted to determine who came into close contact with
- Close contact is defined as:
  - being directly exposed to infectious secretions (e.g., being coughed on while not wearing a mask or face shield); or
  - being within 6 feet for a cumulative duration of 15 minutes, while not wearing a mask or face shield

Example: A FES student tests positive in the third grade. All FES parents are notified that a student has tested positive. Through contact tracing, FISD determines who has been in [“close contact”](#) and contacts those families to determine next steps (which may or may not include self-isolation depending on degree of contact).

### **Definition of COVID-19 Symptoms**

In evaluating whether an individual has symptoms consistent with COVID-19, individuals will be asked if they have 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

### **Definition of “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.

## Return To School Criteria

### Individuals Confirmed 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 the school system screens the individual to determine any of the below conditions for campus re-entry have been met:

- 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:
  - at least three days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications);
  - the individual has improvement in symptoms (e.g., cough, shortness of breath); and
  - 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) receive two separate confirmations at least 24 hours apart that they are free of COVID via acute infection tests at an approved COVID-19 testing location found at <https://tdem.texas.gov/covid-19/>.
- All employees must complete a [COVID-19 Reporting Form](#).