

CAYUGA ISD



SAFE RETURN TO SCHOOL AND CONTINUITY OF SERVICES HEALTH PLAN

2020-2022

A Guide to Address the
Challenges of COVID-19

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NOTE: The contents of this plan have been revised due to changes in public health conditions and in the guidance provided by governing authorities and health officials. For the same reasons, ongoing revisions are quite likely.

Updated 1-3-2022

General Health & Safety Protocols

- Campus staff will be trained in COVID-19 safety protocols.
- Disinfectants approved by the Center for Disease Control (CDC) will be used for deep cleaning campuses.
- Students, teachers, staff and essential campus visitors will be encouraged to sanitize and/or wash hands frequently.
- Tissues will be provided in classrooms and common areas to encourage students and staff to cover coughs and sneezes with a tissue, and if not available, to cover with their elbows. Used tissues should be thrown in the trash and hands should be washed immediately with soap and water for at least twenty seconds. Otherwise, hand sanitizer should be used.
- To pick up students at times other than the school's normal dismissal time, parents should contact the campus office prior to their arrival so their child can be brought to the office and available to be picked up.
- Main school entrances will be locked after arrival times and remain that way throughout the school day to help ensure effective management of visitors.
- Cayuga ISD is permitted to prevent any individual (faculty member, visitor or student) who fails the school's health screening criteria from being admitted to the campus until they meet the criteria for re-entry to the campus.
- Students will utilize backpacks and/or hallway lockers and cubbies.
- Currently, locker rooms and shower rooms are available for student use.
- Students will be expected to bring a water bottle to school everyday. Water fountains will be used for refilling water bottles.
- On a daily basis, students and staff are expected to provide their own personal protective equipment (PPE).

Health Pre-Screening for Staff & Students

- Anyone with a fever of 100.4 or higher should not come to school or to any CISD facility.
- Students should prescreen themselves for any of the following symptoms prior to coming to school:
 - Feeling feverish or a measured temperature greater than or equal to 100 degrees Fahrenheit
 - Loss of taste or smell
 - Cough
 - Difficulty breathing
 - Shortness of breath
 - Fatigue
 - Headache
 - Chills
 - Sore throat
 - Congestion or runny nose
 - Shaking or exaggerated shivering
 - Significant muscle pain or ache
 - Diarrhea
 - Nausea or vomiting

- Each workday prior to coming on campus, school employees must self-screen for the COVID-19 symptoms listed above.
- Teachers will have access to a thermometer in the campus office to check/verify students' temperatures throughout the school day if necessary. They will immediately send anyone with fever to the school health clinic for temperature verification and symptom evaluation by the school nurse.

Arriving at School

- To reduce the possibility of virus exposure on school buses, parents are encouraged to consider transporting their children to and from the school.
- Students will be encouraged to use hand sanitizer immediately upon entering the building.

School Health Clinic Procedures

- School nurses and substitute nurses will be trained in COVID-19 safety protocols.
- Minor health needs will be handled in the classrooms to reserve the health clinic space for students experiencing symptoms or fever.
- The school health clinic and holding areas will be cleaned and disinfected regularly.

Protocols for Individuals Confirmed, Suspected or Exposed to COVID-19

The Texas Education Agency's (TEA) "Public Health Planning Guidance" as well as the latest Center for Disease Control (CDC) guidance serves as the basis for these protocols.

Individuals Confirmed or Suspected with COVID-19

Any individuals who themselves are test-confirmed to have COVID-19 **or** experience symptoms of COVID-19 must stay at home throughout the infection period and cannot return to campus until the school has screened the individuals to determine whether or not the following three criteria listed below for campus re-entry have been met. Individuals who have tested positive for COVID-19 within the past 3 months and recovered do not have to quarantine or get tested again as long as they do not develop new symptoms. Individuals who have been in close contact with someone who has COVID-19 are not required to be quarantined if they have been fully vaccinated against the disease and show no symptoms.

Individuals Diagnosed with COVID-19

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.

1. At least one day (24 hours) has passed since recovery, including resolution of fever without the use of fever-reducing medications;
2. The individual has experienced noticeable improvement in symptoms, such as coughing and shortness of breath; **and**
3. At least 5 days have passed since symptoms first appeared.

Individuals Who Have Received a “Positive” COVID-19 Test Result, But Are Asymptomatic

In the case of individuals who are asymptomatic but have received a “positive” COVID-19 test result, such persons may not return to campus until at least 5 days have passed since a test was administered to them that had a “positive” result.

Individuals With COVID-19 Symptoms Who Have Not Been Evaluated or Tested

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, the individual is assumed to have COVID-19 and the individual may not return to the campus until the individual has completed the three step set of criteria listed above. Parents must ensure they do not send a child to school on a campus if the child has COVID-19 symptoms or is test-confirmed with COVID-19, until the conditions for re-entry are met.

Symptomatic Individuals Who Want to Return to School Before Completing the Prescribed “Stay at Home” Period

If an individual has symptoms that could be COVID-19 and wants to return to school before completing the “stay at home” period, the individual must either: **a.)** obtain a medical professional’s note clearing the individual for return to school based on an alternative diagnosis or **b.)** obtain a test that is “negative” for COVID-19.

Individuals Who Believe They Have Received a False “Positive” COVID-19 Test Result

If an individual has tested “positive” for COVID-19 and believes the test was a false “positive” and wants to return to school before completing the “stay at home” period, the individual must either: **a.)** obtain a medical professional’s note clearing the individual to return to school based on an alternative diagnosis or **b.)** obtain two test results that are at least 24 hours apart and are “negative” for COVID-19.

Identifying & Responding to Possible COVID-19 Cases on Campus

- Students and staff members who are feverish will promptly have their temperature checked to determine whether or not they are symptomatic for COVID-19.
- Students and staff members exhibiting any symptom of COVID-19, including fever, will be evaluated by the school nurse.
- If a student or staff member is evaluated and exhibits symptoms of COVID-19 during the school day, the student or staff member will be moved to an alternate area while the room (or rooms) they were in are disinfected.
- Given the data from 2020-2021 showing very low COVID-19 transmission rates in a classroom setting and data demonstrating lower transmission rates among children than adults, school systems are not required to conduct COVID-19 contact tracing. If the school is made aware that a student is in close contact, the school should notify the student’s parents.
- Parents of students who are determined to be close contacts of an individual with COVID-19 may opt to keep their students at home during the recommended 5 day stay-at-home period.
- For individuals experiencing no symptoms, the “stay at home” period can end on day 5.
- When individuals return to school, they should regularly monitor themselves for symptoms to ensure they remain symptom-free and take appropriate precautions (e.g., consistent mask

usage) for the duration of the incubation period.

- Consistent with school notification requirements for other communicable diseases, and in a manner that follows relevant confidentiality requirements.
- CISD will immediately sanitize all areas that had exposure from an individual who tested positive. In the event that the identified areas of the campus cannot be sanitized before the start of the next school day, CISD may temporarily close to complete the needed work. Rather than closing for such reasons, students and faculty members may be relocated to other parts of the campus.
- During the stay-at-home period, the school system may deliver remote instruction consistent with the practice of remote conferencing.

Close Contact

COVID-19, “close contact” is defined by the CDC as:

- being within six feet of any person who has COVID-19 for a total of at least fifteen minutes,
- providing care at home to any person who has COVID-19,
- making direct physical contact (such as hugging or kissing) with a person who has COVID-19,
- sharing eating or drinking utensils, and/or
- making contact with the respiratory droplets (such as by coughing or sneezing) of a person who has COVID-19.

These forms of “close contact” with a person who has COVID-19 take place during the infectious period of the case which is defined as beginning at symptom onset and ending 5 days after symptom onset.

In recent guidance, the Texas Education Agency (TEA) clearly states that school systems are not required to conduct COVID-19 contact tracing.

Bus Transportation Protocols

- Cayuga ISD will provide bus transportation.
- Bus drivers will be trained in COVID-19 safety protocols.
- Bus riders will be encouraged to socially distance as much as possible.
- Bus riders will be taught to space themselves out from others as they exit the bus and walk into the school building.
- Bus drivers and bus riders of all grade levels will be encouraged to wear a face covering, but it is not mandatory, it is optional.
- Hand sanitizer is available on all buses and will be used by students when entering and exiting the bus.
- Seats, handles, and high-touch areas will be disinfected each school day.
- When possible, bus windows will be opened to allow outside air to circulate in the bus.

School Cafeteria Safety

- Healthy meals will be prepared by the food service staff in accordance with all federal, state and local regulations.

- Food service employees will have the option to wear masks and/or a face shield.
- Proper hand washing procedures will be followed prior to and during the preparation of food.
- Food will be prepared only in areas that have been properly cleaned and sanitized.
- All utensils used in food preparation will be properly cleaned and sanitized prior to their use by food service staff members.
- All meals will be portioned and distributed by CISD's food service staff.
- Students and employees who are not members of the food service staff shall not have access to the meal distribution process and will not be able to "self-serve."
- Students will be responsible for disposing of their waste into trash cans located throughout the facility.
- A CISD food service employee and/or a CISD custodian will wash with hot soapy water and sanitize all food contact surfaces after students have completed their meals, disposed of their trash and have left the area where they were seated.
- All meal payments (cash and checks) will be placed in envelopes in students' homerooms and will be gathered each day by the food service staff. Parents will be encouraged to utilize EZSchoolpay.com to make on-line payments to their children's lunch accounts.

Personal Protective Equipment (PPE) & Masks

Cayuga ISD will abide by all Executive Orders issued by the Governor of Texas related to the wearing of face coverings.

- Face coverings include cloth masks, gaiters, face shields or anything else that provides covering over the nose and mouth are optional, not required.
- Per GA-38, school systems cannot require students or staff to wear a mask or face covering. Students, faculty, and guests are allowed to wear a mask if they choose to do so.

Social Distancing Protocols

- Students and staff will be trained in proper social distancing.
- In common spaces and hallways where applicable, signage may be used to remind students and staff members of social distancing practices.
- Social distancing is the personal responsibility of each individual attending school or coming to a CISD facility.
- During the school day, to the greatest extent possible, students and staff will remain six feet apart. However, it isn't realistic for staff and students to maintain six feet of social distancing at all times, especially in classrooms.

Cleaning & Disinfectant Protocols

- CISD custodial employees have been trained in COVID-19 safety protocols.
- Cleaning and disinfecting will occur daily in every classroom, common areas, and on high-touch surfaces.
- Every classroom and office area will have disinfectant wipes and/or disinfectant in a spray bottle with cleaning cloths provided for employees to use in high-touch areas throughout the school day.

- Restrooms, classrooms, computer labs and the cafeteria will undergo extensive cleaning.

Instructional Programs

- Prior to the beginning of the 2020-2021 school year, Cayuga ISD surveyed students' parents about two instructional delivery programs: on campus and remote education.
- In compliance with the Texas Education Code 28.002, both of these instructional programs address the state's required curriculum.
- In addition, student grading policies under both instructional models must be consistent with the grading policies used before COVID-19 for on-campus assignments.

“On Campus” Instruction

- On campus instruction is a term that refers to traditional, at school learning.
- Cayuga ISD began providing on campus instruction on August 17, 2020.
- For on campus learning, additional safety protocols and social distancing may be implemented throughout the school year.
- If a student participating in on campus instruction is diagnosed with COVID-19, that student will immediately be transitioned to remote instruction consistent with the practice of remote conferencing until all re-entry requirements are fulfilled and the student returns to school.

“Remote” Instruction

Cayuga ISD's optional remote instructional program was discontinued on October 30, 2020. Since that date, the program is limited to students who are quarantined by the district's administration. Students can no longer participate in the remote program by choice.

- Students in Cayuga ISD's remote instructional program will be provided virtual instruction and will be engaged through the use of learning materials and teacher recorded videos, in an asynchronous format. Remote students must have some form of daily interaction with their teachers. In this form of instruction, teachers will give guided support to their students.
- Remote students will continue enrollment in Cayuga ISD, including for attendance and funding purposes. However, they will not be eligible to participate in any extracurricular activities, such as the district's athletic programs.
- In the event that CISD is forced to close for an extended period of time, the district may elect to utilize an asynchronous remote instructional program for all students.

Attendance and Enrollment

For both instructional programs (on campus and remote), Cayuga ISD staff members will check and report student attendance on a daily basis. Therefore, each school day, students will have to either be present on-campus or remotely engaged through remote conferencing. All attendance laws apply for course credit purposes. Per Texas Education Code (TEC) 25.092, students must attend ninety percent of a course (with some exceptions) in order to be awarded credit for the course and/or to be promoted to the next grade. This requirement remains in force during the entire school year. Student attendance may be earned through the delivery of remote instruction via remote conferencing consistent with the guidelines of the

Special Programs

- Special Programs staff will be trained in COVID-19 safety protocols.
- Special education and 504 students will receive instruction and related services in accordance with their individualized education or accommodation plan. Remote learners will receive services remotely rather than on campus.
- Related and/or other services will be provided by the service provider when possible through various digital platforms for virtual learners. Some related and/or other services may be provided via consultation and not as a direct service.
- Evaluations for Special Education/504 eligibility will vary on a case by case basis.

Extracurricular Participation

- Students receiving remote instruction will not be eligible to participate in extracurricular activities, including the district's athletic program.

Playgrounds & Outdoor Spaces

- Playgrounds will be routinely cleaned and disinfected.
- When feasible and appropriate, students will gather outside (for instance, during physical education class) rather than inside due to the reduced risk of spreading the virus outdoors.

Rental of School Facilities

- Due to COVID-19's impact on facility management, Cayuga ISD will not rent its facilities, unless approved by the superintendent. Decisions regarding the facilities of the school will be made on a case by case basis and will take into account the current situation related to the spread of COVID-19 in the surrounding area.

Large-Group Gatherings & Special Events

- CISD will resume group gatherings and social events. Attendees will be encouraged to social distance and mask wearing will be optional.

Social-Emotional Support & Mental Wellness

- Cayuga ISD counselors will be trained in COVID-19 safety protocols.
- Counselors will develop strategies and support for students, families, and staff members.
- Counselors will develop a referral system for individuals who need targeted support as well as access to school-employed and community mental health professionals.
- Students in need of social-emotional support will be provided tiered interventions which could involve referral for additional school-based services or referral for outside mental health support.

Communication

- Prior to the beginning of the 2020-2021 school year, survey links were sent to each student's family to obtain feedback, opinions and preferences related to CISD's "Back to School" plan.
- The survey form was posted on July 27, 2020 and remained available until August 1, 2020.

- In order to maintain an effective return to school and continuity of services health plan, Cayuga ISD will continue to routinely provide relevant information to its stakeholders while also offering opportunities for feedback, as well as updating and posting this plan.
- Official CISD news will be publicized using the school's "All Call" system, text messages, emails, along with postings on the district's website and social media accounts.