



## **SCHOOL AT ST. GEORGE PLACE**

**Sean McClish**

*Principal*

Houston Independent School District  
5430 Hidalgo Street, Houston, TX 77056  
Phone: 713-625-1499 Fax: 713-625-1481  
*AN IB WORLD SCHOOL*

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September 25, 2020

Dear School at St. George Place families,

We have been so blessed to work with each of you over the first few weeks of instruction. These are unique times and we are honored to partner with you as we continue to work together to support our Dragons!

Last week you received an email from HISD asking you to choose between in-person or remaining virtual. You will complete this task by accessing the parent portal using the access codes that were attached to your child's parent portal contact letter. If you did not receive the access code, please reach out to your child's teacher. I know that many of you would like more information on face-to-face and virtual instruction. While we continue to formulate a final plan, I did want to share with you some basic information that comes from the District's Reopening Plan. As we get a better idea of the number of students who returning to the building, we will be able to provide more definitive information.

Please review the information below as you are making your instructional decisions. You can select and update your decision through the end of the day on Monday, September 28<sup>th</sup>. Thank you for all of your strong support and please reach out to me if I can assist in any way at [smclish@houstonisd.org](mailto:smclish@houstonisd.org) or at 713-625-1499.

### **Entry Screening Protocols**

- We will offer staggered entry and exit from the building. Families are encouraged to designate one person who is not high risk to consistently drop off and pick up.
- HISD employees will submit a completed COVID-19 Employee Health and Wellness Questionnaire certifying it is safe for them to be at work.
- Visitation will be limited to essential visitors. Non-essential visitors should utilize virtual meetings.
- Non-essential deliveries – such as food, personal items, homework, musical instruments – are prohibited.

### **Physical Distancing Protocols**

- Classrooms and office spaces have been reconfigured to ensure 6 feet of space between desks (when possible).
- Physical distancing signage and floor markers are being installed throughout the campus.
- Student movement throughout campus will be minimized as much as possible to reduce contacts.
- Students and staff are encouraged to use no-touch greetings.
- All meetings should be held virtually unless a face-to-face meeting is absolutely required.



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- Students may not share any personal belongings, equipment, or other items, including computers, instruments, water bottles, costumes or uniforms.
- Restrooms breaks will be scheduled throughout the school day and physical distancing will be controlled and monitored in restrooms.

### **Personal Protective Equipment Protocols**

- All students, employees, visitors, and vendors are required to wear masks that cover both their nose and mouth throughout the school day, during before and after school activities, and while on campus.
- Masks will be provided to students and employees if they do not have one. Acceptable masks include both district-issued and personal masks, including face shields, disposable masks, homemade masks, handkerchiefs and scarves. Bandanas are not allowed.
- Personal reusable masks must meet Code of Conduct requirements and not be inappropriate or derogatory in nature.

### **Hygiene Protocols**

- Individuals must routinely wash and sanitize their hands using either soap or hand sanitizer containing at least 60 percent alcohol.
- Students and staff must cover coughs and sneezes with tissues, throw used tissues in the trash and then wash hands immediately with soap and water for at least 20 seconds.

### **Cleaning and Disinfection Protocols**

- High-touch areas – such as restrooms and main offices – will be cleaned and sanitized hourly.
- Our building is provided with regular filter changes with good ventilation.

### **Emergency Drill Protocols**

- Each physical classroom will be assigned to one of two groups.
- Administration will provide instructions via intercom prior to the drill, notifying staff and students that a drill is commencing and instructing one designated group to delay exiting their classroom for a specific period of time to reduce pedestrian load in the hallways and exit points. Groups will stagger for re-entry.
- After each drill, staff and students will be reminded that in an actual emergency, they must exit without delay and without staggered exit.
- In the event of an actual emergency, administration will emphasize that social distancing will not be required but should be followed when possible.

### **School Bus Protocols**



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- Because physical distancing drastically reduces bus capacity, only special education and homeless students will be transported when in-person instruction resumes.
- Bus capacity will be limited to 26 students, with one student per seat required to sit by the window.
- Routes will be modified through the creation of additional or shorter routes to accommodate physical distancing protocols.
- Transportation Services will enhance cleaning protocols and implement physical distancing for all buses and buildings.
- Buses will undergo daily cleaning and sanitization at the conclusion of each run and after dropoff at each campus and weekly deep cleaning and sanitization.
- All buses will be equipped with supplies, including personal protective equipment, disinfectant, towels, and first aid supplies.

### **Instructional Model**

- Face-to-face instruction is scheduled to begin on Monday, October 19.
- We understand the importance of having students with the same teachers and courses as they do now. We will make every attempt to do this, though this will depend on the numbers of students participating in face-to-face vs. virtual learning.
- Hours for in person learning are 7:30am – 3:00pm.
- Students will be provided recess daily and students must sanitize hands both before and after recess.
- The number of students participating in face-to-face instruction will determine our final campus plan.

### **Extracurricular Protocols**

- Assemblies, in person competitions and field trips will be postponed or held virtually until it is deemed safe to resume.

### **Student Meals Protocols**

- Nutrition Services will provide individually wrapped breakfast and lunch in the worlds to all students enrolled in in-person learning. (Same as breakfast we have served in previous years.)
- Curbside meal service will continue for student enrolled in virtual learning.

### **Infection Protocols**

- Isolation areas have been established for students or adults who experience COVID-19 symptoms while at school.



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- Areas or buildings where the student or employee was present will be closed for cleaning and disinfection in alignment with Centers for Disease Control and Prevention and Environmental Agency guidelines.
- Impacted staff, students and parents will be notified of any closures and/or possible exposures.

### **Closure Protocols**

- In the event of a campus closure, students will continue to engage in daily instruction in accordance with our virtual learning model.

### **Choice Process**

- Final decision has been extended to Monday, September 28<sup>th</sup> by entering in HISD connect with access code. Or, you contact the campus with your decision.
- If you do not make a choice, then our student will be logged as face-to-face.
- Your choice is for each six weeks. Students must remain virtual for the entire six weeks if you choose virtual.