



Returning To **Tanglewood**

Campus Reopening Plan
Health & Safety Info
Parent Q&A

School Supplies

- Students are required to bring their fully charged Chromebook in its case to school every day.
- Do not bring the Chromebook charger to school.
- Chromebooks will be used every day in every class as a primary educational tool.
- Students are responsible for charging their Chromebook every night.
- We do not recommend leaving the Chromebook plugged in unattended overnight to charge.
- Students are forbidden from sharing Chromebooks for health and safety reasons.
- We are working with our grade level teams to create basic supply lists, which will be published on our website homepage shortly (www.HoustonISD.org/Tanglewood).
- No supplies will be available to loan or give to your child due to health and safety guidelines (they will need to come to school with everything they need).

How will students new to the school know where their classes are?

- We will provide every student with a detailed campus map on the first day of face-to-face instruction.
- Teachers will assist students in marking the location of their classes on the map.
- Teachers and staff will be available during transitions to provide assistance.

Will parents be able to visit the campus?

- Parents are not allowed in the building.
- Please contact the school with any questions you may have.
- All parent meetings will be conducted virtually using Microsoft Teams.
- Parents are not allowed to eat breakfast or lunch with their students.
- Parents are not allowed to drop off any forgotten items (musical instruments, clothing, food, books, homework, etc.)

What will arrival and dismissal look like?

- Our start time is 8:30 AM.
- Students may arrive at school between 8:15 AM and 8:30 AM.
- Do not drop your child off earlier than 8:15 AM for health and safety reasons.
- No staff members will be present to monitor and ensure the wearing of masks and the maintaining of social distancing.
- No students will be allowed to enter the main front doors of the school for any reason unless they are late to school.
- All 6th grade students (and their immediate siblings) are required to enter the building in the front of the school at the gym whether they are car riders or walkers.

- Students arriving by car are to be dropped off directly in front of the gym in the carpool lane — not let out along any part of the sidewalk running directly along the front of the school.
- Parents must remain in their vehicle at all times.
- Parents are forbidden from letting students out in the parking lot, or on the street along San Felipe or Sage — you must enter the carpool lane in front of the school from San Felipe.
- If students in different grades (families, friends, or neighbors) are carpooling together, then grade-level majority rules (all students in the car will enter together at the drop-off point).
- All 7th & 8th grade students are required to enter the building in the back of the campus at the bus lanes whether they are car riders or walkers.
- Students arriving by car are to be dropped off at the covered sidewalk by the bus lane.
- Parents must remain in their vehicle at all times.
- Parents are forbidden from letting students out in the back parking lot, or along San Felipe — you must enter the bus lane.
- NOTE: Any busses dropping off at Tanglewood will be pulling into the parking lanes for drop-off.
- Please see the included campus maps for detailed information on entry points, etc.
- Our dismissal time is 4:00 PM.
- Please be on time to pick up your child.
- No child should be left on campus after 4:15 PM for health and safety reasons.
- No staff members will be present to monitor and ensure the wearing of masks and the maintaining of social distancing after 4:15 PM.
- Parents must remain in their vehicle at all times.
- All 6th grade students (and their immediate siblings) are required to exit the building at the gym in the front of the school.
- Students going home by car will be picked up in the carpool lane in the front of the school along Sage Road.
- Parents are forbidden from picking up students in the parking lot, or along San Felipe — you must enter the carpool lane in front of the school from San Felipe.
- Students walking home from campus are required to leave campus immediately.
- All 7th & 8th grade students are required to leave campus in the back of the school by the bus lanes.
- Students going home by car are to be picked up at the covered sidewalk in the bus lane.

- Parents are forbidden from picking up students in the back parking lot, or along San Felipe — you must enter the bus lane.
- Students walking home from campus are required to leave campus immediately.
- Please see the included campus maps for detailed information on exit points, etc.
- NOTE: Any busses dropping off at Tanglewood will be pulling into the parking lanes for drop-off.

Will the daily class schedule change when students come back on October 19?

- The Tanglewood master class schedule will essentially remain the same. We will continue to have A-Days on Monday and Thursday, B-Days on Tuesday and Friday, and Gator Days on Wednesday. We will also have an intervention/study hall period at the end of the day where our “office hours” have been.
- We will be making slight adjustments to the start and stop times of our classes in order to accommodate transitions for students in face-to-face instruction.
- A new class schedule will be posted on our website and in LivingTree prior to students returning on October 19.

Will student schedules change when face-to-face learning starts?

- Individual student schedules (both face-to-face and virtual) may change in order to balance class sizes. Students will continue to have the same teachers, but the periods in which they have them could change.
- Virtual students will receive instruction simultaneously with their face-to-face classmates.

Will there be extracurricular activities this year?

- No athletic competitions, team sports, or live fine arts events will take place at Tanglewood through the end of 2020.
- Houston ISD and the school will reevaluate health and safety conditions at that time and act accordingly.
- The health and safety of our students, faculty, staff, and community is our number one priority here at Tanglewood.

Will there be After3 before and after school this year?

- After3 will be offering after care only for the Fall starting on October 19, 2020.
- SPACE IS LIMITED.
- To register, please visit their website at www.after3asp.com.

How will breakfast be served?

- Breakfast procedures will essentially remain the same as in previous years.
- Students will be provided with a cold boxed breakfast on their way to their first class of the day.
- Students will be able to eat breakfast in their classroom.
- Students are forbidden from sharing any food or beverages with other students.

How will lunch be served?

- Students will be provided with a boxed lunch.
- Students may also bring their own lunch to school.
- Students are forbidden from sharing any food or beverage with other students.
- There will be one simultaneous lunch period for all students
 - 8th grade students will eat together at tables on the back patio (social distancing will be enforced, but there will be no divider shields).
 - 6th & 7th grade students will eat in their World grade level classrooms.
- NOTE: Students need to bring a sealable water bottle to campus for use during the school day.

How will bus transportation work this year?

- At this time, Houston ISD is only providing bus transportation to qualifying special education students and homeless students.
- Students will be socially distanced on the bus and required to wear a school-appropriate mask (no writing or images, no bandanas).
- Busses will drop students off in the parking area in the back parking lot off San Felipe.
- Route information will be provided directly to families approved for transportation.

What is being done to ensure students and staff are safe on campus?

- Staff will be screened daily using the *CheckIn2Work* app.
- All students will have temperature checks daily upon arriving at their designated campus entry points.
- Campus visitors will be limited and required to be screened before entering the building (including temperature checks) and required to wear PPE.
- All students and staff are required to wear school appropriate PPE.
- PPE will be available for students and staff if they forget their own.
- The number of students in each class will be limited, and configured based on modified CDC guidance:
 - Based on the size of the classroom.

- Physical spacing will be maintained between desks (equal physical distancing between all desks).
- Students will all face the same direction.
- High touch areas will be cleaned hourly.
- Close communal use shared spaces, such as dining halls and playgrounds, will be cleaned and disinfected between use.
- Plexiglass barriers will be used at screening and public facing areas.
- Mobile hand sanitizer stations will be installed on campus.
- Wall sanitizer dispensers will be installed in each classroom.
- Each classroom will be equipped with two sneeze guards — one for the teacher's desk, and one for small group instruction.
- Signage will be placed throughout the building to remind students and faculty about proper hand washing, appropriate mask wearing, and required physical spacing.
- Each classroom will be equipped with a cleaning kit (gloves, sanitizer, disinfectant wipes, etc.).
- An isolation room will be available for students experiences symptoms (fever, coughing, diarrhea, extreme fatigue, etc.).

What will happen if a student or staff member is potentially exposed to or tests positive for COVID-19?

- The school nurse will be notified immediately to report an exposure to, or suspected or confirmed positive case of COVID-19.
- The school nurse will contact students and/or employees to investigate and complete a COVID-19 case report.
- Areas of the campus where the students and/or employees were present will be cleaned.
- Parents, students and staff will be contacted to inform them of possible exposure exposure to COVID-19, and school closure (if applicable).

What happens if the school has to be closed because of COVID-19?

- Parents will be notified if the building is closed due to COVID-19 exposure.
- HISD Facilities will determine the deep cleaning and sanitization timeline.
- In the event the school is closed, students will continue instruction virtually until the building is reopened (students are expected to take their Chromebooks home daily).

How will students be safe in the classroom and café? Are there barriers?

- Student seating has been completely rearranged throughout the school.
- Each desk has a perimeter taped out on the floor around it.

- There is 3-6 feet of space between each seat.
- Students, faculty and staff are required to wear a school-appropriate mask (no writing or images, no bandanas) at all times once they set foot on campus.
- The café will not be used for meals. It has been retrofitted as classroom space.

Will virtual families be penalized for not being able to attend face-to-face? Will virtual students be given equal post-instruction support?

- All students will receive the same instruction and access to support.
- All students will have access to their teachers during asynchronous learning following direct instruction.
- All students will also have access to teachers and assistance during our intervention/study hall period.

Will students be required to wear a mask inside the classroom?

- A school-appropriate mask (no writing or images, no bandanas) is required to be worn over the nose and mouth from the moment you step onto school property, until you leave the property.

Do students have to wear a uniform?

- Houston ISD has issued a statement saying that no school will have a uniform requirement for the 2020-21 school year.
- Tanglewood will continue to enforce our dress code policy, as always.
- We are encouraging our students who return to campus for face-to-face instruction to show their school pride by wearing TMS spirit shirts and our school colors of navy blue and white.

How will TMS support 8th graders in learning about high school options?

- We are currently planning a *TMS Live! Event* just for our 8th grade families to discuss the high school application process and all of the options currently available to students.
- You may also contact Mr. Gribbins at cleo.gribbins@houstonisd.org with any questions you may have.

If you choose face-to-face but begin to feel uncomfortable can you change to virtual?

- Yes.

What will a virtual school day will look like for students?

- Virtual learning will look exactly as it does now with adjustments to class times to accommodate safe transitions.

Will face-to-face students be transitioning to each class, or will the teachers be rotating?

- Students will transition from class to class.
- At the end of each class period, teachers will dismiss their students according to where they are going next (for example: Arts, Design, Language Acquisition, Physical & Health Education, etc.).
- Once those students leave their World, the remaining students will transition those classrooms.

What will happen if the number of students coming back exceeds the number expected?

- Houston ISD will make adjustments to the instructional layout of the campus based on the number of students electing face-to-face instruction following CDC, State of Texas, and Houston ISD guidelines.

How can I get in contact with the school or a teacher if my eMail is not working?

- Our main telephone number is (713) 625-1411.

Will desks be disinfected between classes?

- Each classroom will be equipped with a cleaning kit.
- As students enter the classroom, they will be given supplies to clean their desk and chair.

When the children that are learning virtually need help or have a question, who will they be able to go to for assistance?

- Their teacher (same as they do now).

Will students that are face-to-face be sitting at desks on their Chromebooks essentially doing virtual but in-person?

- Last year, Tanglewood was accepted into a prestigious educational initiative developed by Verizon called Verizon Innovative Learning Schools (VILS).
- As part of the VILS initiative, every student and faculty member received a Chromebook with a built-in hotspot.

- We were already in the process of converting our instruction over to 21st Century norms and planning on integrating this technology and its advanced resources into our curriculum and daily instruction.
- For the 2020-21 school year, all students are required to bring their fully-charged Chromebook to school every day, and use it extensively in every class to compliment their instruction, giving them access to exciting new tools and resources to aid in their learning.

Are students required to have proof of a negative COVID-19 test in order to be on campus for face-to-face instruction?

- No.

Will COVID-19 testing be available to students on campus?

- No.

How will Physical Education work face-to-face, with so many kids in a class?

- PE class sizes will be smaller, because we will only be able to physically hold approximately one-half of our student body in the building at one time (max) under current COVID-19 safe distance guidelines.
- All students and coaches are required to wear school-appropriate masks (no writing or images, no bandanas) at all times.
- Our amazing instructors have also been developing activities that require no contact.

Can we still purchase TMS spirit shirts, jackets, etc. if we are doing virtual learning?

- Our PTO is currently working hard to transition our school store an online marketplace.

Other HISD schools have encouraged parents to make a decision now that we will stick with the entire year, since it will be a disruption to their planning if we change in six weeks. Is this also the case for Tanglewood, or can we stay virtual for six weeks and then opt-in to face-to-face?

- At Tanglewood, our focus is on our families and their needs.
- We understand that there are many unknown or uncertain factors at play in making a decision of this nature.
- We are only asking that you make a decision for the upcoming six-week grading period.

- Please remember, that depending on the number of students returning to campus during each six week period, your child's schedule may change (the teacher will remain the same).

Will kids staying virtual be getting as much as they can out of the IB program?

- IB is in our DNA at Tanglewood.
- We are the second oldest IB middle school in the district, and we pride ourselves on our commitment providing the best IB education possible to our students.

If more students return than planned, will there be more than 10 students in the classroom? Can we be guaranteed that the desks will still be up to six feet apart?

- We will follow the Houston ISD health and safety guidelines, which are controlled and mandated by the CDC and the State of Texas.

Will kids be able to have their phones at lunch?

- Our current campus rules about phone and technology usage during the school day has not changed.
- Students are not allowed to have any personal electronic devices (phones, tablets, etc.) powered on or out of their backpack during the instructional day.

My child requires medication midday. How will that work?

- All prescription medication must be turned over to the school nurse and logged in for storage.
- Students are responsible for going to the nurse for their medication.
- The nurse will oversee dispensing the medication to the student at the scheduled time.
- Students may NOT bring throat lozenges, over-the-counter medication, etc. to school — even for personal use, as it is in violation of Houston ISD policy.

Based on the protocol you have explained about social distancing, what is safe capacity of the school at this time?

- We will only be able to physically hold approximately one-half of our student body in the building under current COVID-19 safe distance guidelines.
- This equates to about 450 students.

What will happen if a teacher doesn't want to teach face-to-face classes?

- We are #TeamTanglewood!
- We love our students, and miss them terribly.

Will students have recess time?

- No, there is no recess after elementary school.

Will face-to-face students meet for band, theatre, and visual arts?

- Students will continue to take all eight IB subject courses.

How can I get a copy of my Parent Portal access code?

- Please contact your child's Dean via eMail (jmaldon2@houstonisd.org or angela.phillips@houstonisd.org).

Are all students going to receive classes at Tanglewood, or if there are too many will they will be sent to another building to be taught?

- All face-to-face instruction for Tanglewood students will take place on the Tanglewood Middle School campus.
- All virtual instruction for Tanglewood students will be broadcast from the Tanglewood Middle School campus.

How do kids sign up for band? Can they participate if they stay virtual?

- All of our IB Arts classes are academic courses that have already been scheduled for the 2020-21 school year.
- All students scheduled into these courses will be participating, whether they are virtual or face-to-face.
- Current band students who have specific instrument- or high school audition-related questions should contact our band director, Mr. Forbes, at Geary.BeanForbes@houstonisd.org.

How can we meet our child's teachers?

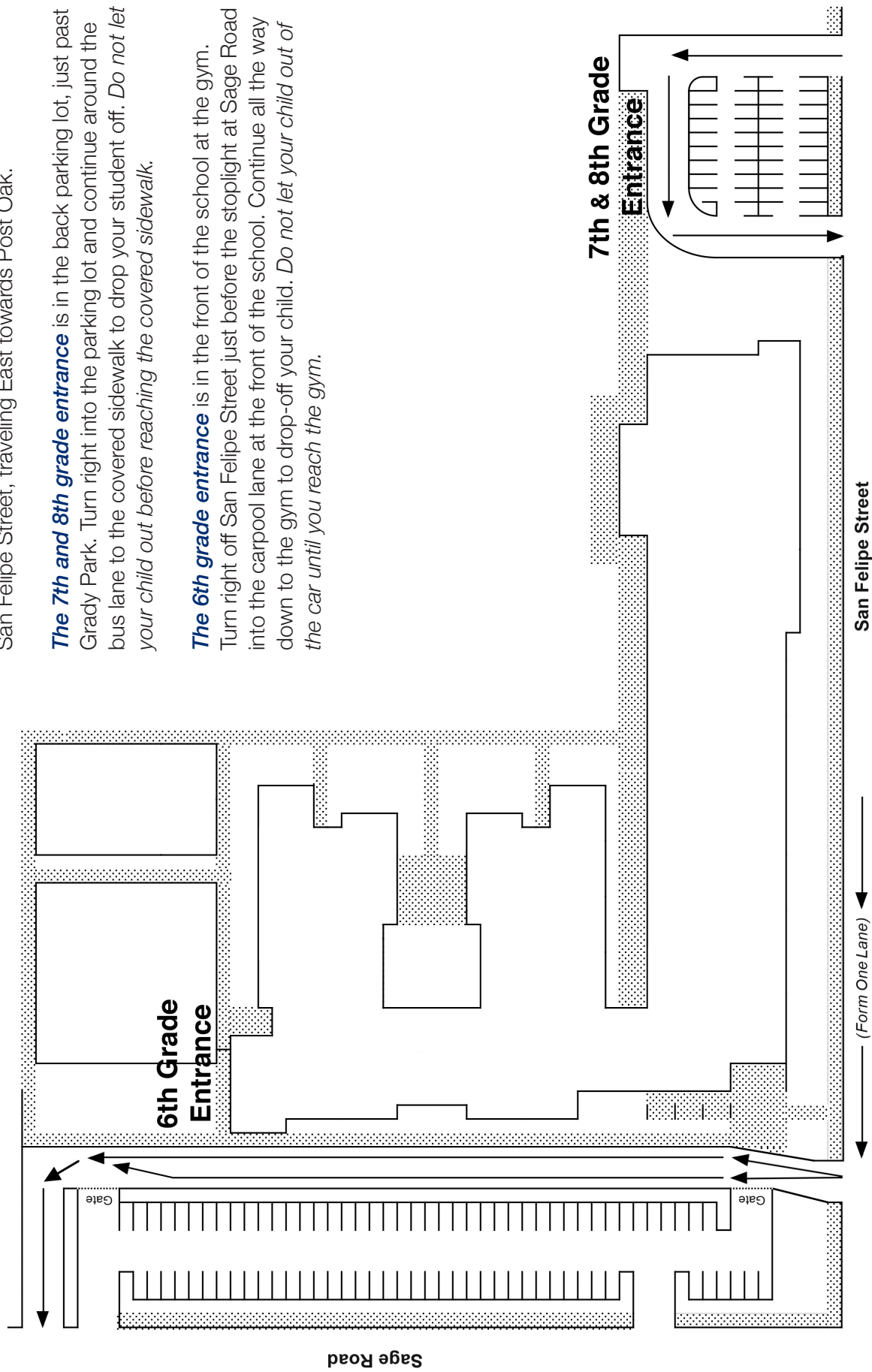
- We have created a special "Meet the Teacher" Flipgrid for our families that can be reached from the homepage of our school website (www.HoustonISD.org/Tanglewood).

Still have questions? Visit our "Ask Tanglewood..." page on our website here: www.houstonisd.org/Page/182723. Send us your questions, and we will answer them on our website FAQ!

Tanglewood Middle School is located at the corner of San Felipe Street and Sage Road. All car drop-offs must enter the campus from San Felipe Street, traveling East towards Post Oak.

The 7th and 8th grade entrance is in the back parking lot, just past Grady Park. Turn right into the parking lot and continue around the bus lane to the covered sidewalk to drop your student off. *Do not let your child out before reaching the covered sidewalk.*

The 6th grade entrance is in the front of the school at the gym. Turn right off San Felipe Street just before the stoplight at Sage Road into the carpool lane at the front of the school. Continue all the way down to the gym to drop-off your child. *Do not let your child out of the car until you reach the gym.*





Tanglewood Middle School

5215 San Felipe

Houston, Texas 77056

Phone | 713.625.1411

Fax | 713.625.1415

Web | www.HoustonISD.org/Tanglewood

Twitter | [TanglewoodMS](#)

Facebook | [TanglewoodHISD](#)

Instagram | [TanglewoodMSGators](#)

YouTube | [TanglewoodMiddleSchool](#)

