

Windsor Village Elementary School Campus Reopening Plan 2020



Windsor Village Elementary will follow safety measures recommended by health authorities as we begin to transition from virtual to face to face instruction for the 2020-2021 academic year. Our campus is committed to the health and safety of our students, staff, families, and community. Our top priority is a safe and strong reopening of school.

Although there are no strategies to eliminate transmission risk in schools, we will work to keep transmission as low as possible in order to safely continue school. We will implement this by following the policies and procedures outlined by Houston ISD, local, state, and federal authorities.

Windsor Village is committed to providing the highest quality of instruction to all students virtually and face to face.

The purpose of this plan is to outline the procedures we will utilize throughout the campus as we reopen.



General Information

The licensed registered nurse for Windsor Village is Charlexia Winslow. Nurse Winslow will serve as the medical authority for COVID 19 and other health-related issues at the campus.

The campus nurse will coordinate on-campus training with all staff prior to students returning to campus.

All staff members will be required to self-screen for symptoms consistent with COVID 19 each day prior to reporting to work using the Axiom application.

Parents must ensure they do not send a child to school if a child has COVID 19 symptoms or is living in a household with a confirmed or presumed positive case.

Students and staff will be required to maintain social distancing whenever possible.

Staff members will always be required to wear face masks when on the campus.

All students will always be required to wear face masks when on the campus.

Daily temperature checks of all students upon arrival to the school will be performed by the campus wellness team using no-touch thermometers.



Student Arrival and Dismissal

Arrival

- Multiple entry points will be established around the campus to minimize student contact. Designated entry areas will be marked with signage to promote social distancing.

7:25 PK-2 students will arrive

7:30 3-5 students will arrive

Walkers:

-will enter through main entrance

Bus Riders (SPED):

-will enter through side gate on Newquay

Bus Riders (Other):

-will enter through main entrance

Car Riders (1-5):

-will enter through circle drive on Newquay

Car Riders (PK-K):

-will drop off on Polo Street

Day Care Riders (All):

-will drop off in circle drive on Newquay

- Students will report straight to classrooms.

-Campus wellness team members will be assigned to specific campus entry points to provide temperature scans on all students.

-Early bird arrivals will be strongly discouraged. This will be communicated to parents. Staggered entry times will be utilized to promote social distancing.

-Parents will not be allowed to walk students to their classrooms.

-Specific walk pathways will be established to minimize student contact.

Dismissal

-Multiple exit points will be established.

-The campus will implement staggered release procedures for all students by category and grade.

2:50 PK/K, bus and daycare riders dismissed

2:55 Walkers dismissed through gate at Newquay St. and front entrance at Polo St.

3:00 Car Riders dismissed

-Students will be released straight from their classrooms (different channels for primary and intermediate students)

-Parents will be required to practice social distancing outside the dismissal gates, but remaining in their vehicles is highly encouraged

-Daycare rider students will be required to sit by daycare name in socially distanced areas located in classroom T-43 near circle drive when waiting to be picked up.

-Car riders will remain in their classroom and wait for their names to be called over the radio system.

-Teachers will be assigned specific duty posts to ensure social distancing during dismissal.



Screening and Isolation

Screening

-Staff will be required to self- screen using the Axiom app for COVID-19 symptoms (by 6:30 am) prior to reporting to work (Monday-Friday)

-Parents/Guardians are expected to screen students for COVID-19 symptoms prior to sending them to school.

-Wellness Team Members and campus teachers will screen for temperature and symptoms as they enter the building and classroom.

-Teachers will monitor students throughout the day for COVID-19 symptoms.

-Students displaying COVID-19 symptoms will be referred to the nurse.

Isolation

- When a student displays COVID-19 symptoms our school nurse will provide an assessment to determine if the student needs to go home
- Students who show COVID-19 symptoms will be separated from their peers. Parents will be notified to pick up the student within one hour.
- Other students in the class will be immediately placed in an alternate learning location. The HISD cleaning protocol will be followed.
- Parent notifications will be made to the parents of students who encountered a COVID-19 positive student or staff member.
- The campus has dedicated a space for symptomatic students who are waiting to be picked up and will be under visual supervision of a staff member who is following safety protocols.



Campus Visitors

- In our efforts to minimize the number of visitors in the building to ensure social distancing for students and staff, no visitors will be allowed in the building without an appointment. Virtual meetings will be utilized when possible.
- Parents will drop their students off without entering the building.
- Students must bring their own lunch at the beginning of the day as lunches will not be delivered to classrooms, this includes birthday celebrations.
- All visitors entering the building will be required to wear face coverings.
- Individuals proceeding beyond the reception area will be subject to the following guidelines:
 - All visitors will be subject to a no contact temperature check and the completion of a screening form



Campus Breakfast and Lunch Procedures

- All meals will be served by cafeteria staff utilizing face coverings/masks and gloves.
- Students may have lunch in the classroom or cafeteria based on the discretion of campus administration.
- Cafeteria, serving and eating areas will be cleaned between uses by the custodial team.
- If students eat in the cafeteria, they will sit in desks and/or tables with marked seats which adhere to the HISD social distancing formula.
- Breakfast will be served in the classroom. Students will eat at their socially distanced desk.
- Virtual and In Person students will utilize the same lunch time to ensure a duty-free lunch for teachers.