



## **LONGVIEW ISD BACK TO SCHOOL PLAN**

### **ON-SITE PERSONAL PROTECTION PLAN**

**UPDATED December 10, 2020**

The District plans to reopen school buildings on Aug. 17, 2020, for students unless otherwise determined by State authorities. To address the current COVID-19 environment, Longview ISD has developed a set of health and prevention measures for all staff, students, and visitors and such measures tighten or loosen dependent on COVID-19 Stage Protocols.

The Superintendent of Schools, along with the Central Office Leadership Team will monitor internal data information from the Gregg County Health Department to determine whether a school or facility shall make adjustments. The factors for such decisions may be subject to change based upon recommendations from the Governor of Texas, Commissioner of Education, and local officials.

Parents and staff will receive communication to inform them of confirmed COVID-19 cases within the school building, if any. Parents may also visit [www.lisd.org](http://www.lisd.org) for additional information.

Longview ISD will follow all state and federal requirements, rely on local health experts for guidance in decision-making, and adopt reasonable practices while maintaining an effective learning environment.

Our safety plan follows the guidance from the Centers for Disease Control, Texas Education Agency, Governor Abbott, Mayor Andy Mack, University Interscholastic League, and Gregg County Health Department and is subject to change based on updates from these entities.

## **COVID-19 SYMPTOM SCREENING AND EVALUATION**

The following apply to symptom screening and evaluation.

- All staff will be required to self-screen for COVID-19 symptoms before coming onto campus each day. Staff must report to the District if they themselves have COVID-19 symptoms or are test-confirmed with COVID-19, and, if so, they must remain off campus until they meet the criteria for re-entry as noted below. Additionally, staff must report to the District if they have had close contact with an individual who is test-confirmed with COVID-19. If the person positive for COVID-19 is inside the home, the employee is presumed to be in close contact with the individual who tested positive and must remain off campus until they meet the re-entry criteria noted below in the “Close Contact” section.
- Parents must ensure they do not send their child to school or campus if the child has COVID-19 symptoms or is test-confirmed with COVID-19. Parents are also asked to proactively identify when their student has been in close contact with an individual test-confirmed with COVID. If an individual in the student’s home tests positive for COVID-19, the student is presumed to be in close contact with

the individual who tested positive and must remain off campus until they meet the re-entry criteria noted below in the “Close Contact” section.

- All visitors will be required to screen upon arrival. When asking individuals if they have symptoms for COVID-19, the District will only require the individual to provide a “Yes” or “No” to the overall statement that they are symptomatic for COVID-19 or are test-confirmed with COVID-19, as opposed to asking the individual for specific symptom confirmation. School systems are not entitled to collect information during screening on the specific health information of an individual beyond that they are symptomatic. Additionally, visitors will be required to provide a “Yes” or “No” to the overall statement that they have been in close contact with an individual who is test-confirmed with COVID-19.
- Once it is determined that individuals who responded “Yes” to any of these questions have met the criteria for re-entry, the District will destroy those individuals’ responses.

Symptoms and re-entry criteria are addressed below.

## COVID-19 SYMPTOMS

In evaluating whether an individual has symptoms consistent with COVID-19, consider the following question:

*Has the individual 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;
- Fatigue;
- Headache;
- Chills;
- Sore throat;
- Congestion or runny nose;
- Shaking or exaggerated shivering;
- Significant muscle pain or ache;
- Diarrhea; and/or
- Nausea or vomiting.

## CLOSE CONTACT

This document refers to “close contact” with an individual who is test-confirmed to have COVID-19. The definition of close contact is evolving with our understanding of COVID-19, and individual scenarios should be determined by the local health department. In general, close contact is defined as:

- a. Being directly exposed to infectious secretions (e.g., being coughed on); or
- b. Being within 6 feet for a total of approximately 15 minutes throughout the course of a day; however, additional factors like case/contact masking (i.e., both the infectious individual and the

potential close contact have been consistently and properly masked), ventilation, presence of dividers, and case symptomology may affect this determination.

Either (a) or (b) defines close contact if it occurred during the infectious period of the case, defined as two days prior to symptom onset to 10 day after symptom onset. In the case of asymptomatic individuals who are test-confirmed with COVID-19, the infectious period is defined as two days prior to the confirming test and continuing for 10 days following the confirming test.

\*If an individual in a student or employee's home tests positive for COVID-19, the student or employee is presumed to be in close contact with the individual who tested positive.

The stay-at-home period can end for individuals experiencing no symptoms:

- 10 days after the last close contact, so long as they continue to monitor themselves daily for symptoms and take appropriate precautions through day 14;
- 7 days after the last close contact, after receiving a negative test result (administered at least 5 days after the last close contact), so long as they continue to monitor themselves daily for symptoms and take appropriate precautions through day 14;
- For staff who are necessary to preserve school operations, the District can choose not to require any stay-at-home period, so long as the affected staff continue to monitor themselves daily for symptoms and take appropriate precautions through day 14 (\*This option should only be used in limited circumstances, when necessary to preserve school operations.\*); OR
- 14 days after the last close contact

\*If an individual returns to school from the shorter stay-at-home windows (less than 14 days), they should regularly monitor themselves for symptoms to ensure they remain symptom-free and take appropriate precautions (e.g., more consistent mask usage) for the duration of the 14-day incubation period.

## NOTIFICATION OF TEST-CONFIRMED PERSON ON CAMPUS

The following protocols will apply to notification that an individual has tested positive to the COVID-19 virus.

- Any person who is test-confirmed positive for COVID-19 must notify the school as soon as possible.
- Parents must notify the school if their child has tested positive.
- All teachers, staff, and families of students in a school will be notified if a test-confirmed COVID-19 case is identified among students, teachers, or staff who participate in any on campus activities.
- The schools must report test-confirmed positive cases to the Gregg County Health Department.
- Upon receipt of information that any teacher, staff member, student, or visitor at a school is test-confirmed to have COVID-19, LISD will submit a report to the Texas Department of State Health Services via an online form.
- Test-confirmed positive individuals **must** follow the doctor's direction and quarantine for the appropriate number of days. Students may attend remote instruction online during this time if they

can do so. The individual test-confirmed to have COVID-19 must meet the below criteria before returning to campus.

- Any individuals who **themselves** either: (a) are test-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 is symptomatic and is diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met:
  - at least one day (24 hours) has 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 that is asymptomatic but has received a positive COVID-19 test result, the individual may not return to campus until ten days have passed since a positive test.

- 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, though for health privacy reasons the note does not need to indicate what the alternate diagnosis is, or (b) obtain an acute infection test (at a physician's office, approved testing location, or other site) that comes back negative for COVID-19.
- If the individual has tested positive for COVID-19 and believes the test was a false positive, 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, though for health privacy reasons the note does not need to indicate what the alternative diagnosis is, or (b) obtain two PCR acute infection tests (at a physician's office, approved testing location, or other site) at least 24 hours apart that come back negative for COVID-19.

## PERSONAL PROTECTION

The following protocols will apply to personal protection measures instituted to prevent spread of the COVID-19 virus.

- Students (as developmentally appropriate and per the Governor's order, children over the age of 10), staff, and visitors are required to wear face mask/covering when entering a LISD facility.
- All staff will be required to take a COVID-19 Health Assessment before coming to work daily.
- Parents will be asked to administer the COVID-19 Health Assessment daily before sending their children to school, take their temperature, and keep them home if ill.

- Students and staff will follow the current COVID-19 Return to School/Work Guidelines.
- Individuals who develop symptoms of COVID-19 will be sent to the school health clinic, placed in isolation, and sent home immediately. Parents/Guardians will need to make every effort to retrieve children within 30 minutes.
- Students will be instructed on methods to protect themselves and others from COVID-19 at school and will be trained on proper handwashing techniques in addition to scheduled hand-washing times throughout the day.

### **Exemptions to wearing face coverings include:**

- Any person with a medical condition or disability that prevents wearing a face covering;
- While a person is consuming food or drink;
- When a congregating group of persons maintains at least 6 feet of social distancing; or
- Any other reason or circumstance indicated under Executive Order GA-29.

## **PROTOCOLS FOR CAMPUS VISITORS**

Campuses will utilize online meeting options to limit campus visitors when possible. All visitors who enter the building will be required to wear a face-covering at the start of the school year. As the year progresses, this requirement may be removed based on recommendations from the Governor, Texas Education Agency, Mayor of Longview, or the local health department.

- Visitors will be required to answer the screening questions detailed on page 1.
- Individuals who proceed beyond the reception area will follow specific guidelines for visitors.
- All visitors entering the building must sanitize or wash their hands upon entry.
- Visitors and staff will adhere to safety protocols including physical distancing for meetings when possible.
- Cleaning/disinfecting will occur after each meeting.
- Please do not enter if you have any of the symptoms listed on page 2.
- Temperature checks will be performed before entry.

## **CLEANING AND DISINFECTING PROTOCOLS**

Cleaning and disinfecting schools will occur as described below.

- Frequent cleaning and disinfecting will occur throughout the school day.
- Nightly deep cleaning.
- Each classroom and restroom will be cleaned/disinfected throughout the day.
- Cleaning supplies will be provided for the classrooms and a common area to maximize room-to-room cleanliness.
- Custodians are required to wear masks and gloves during work hours.
- The cafeteria will be disinfected regularly.
- Staff will have access to supplies to clean/disinfect working surfaces and shared objects after each use and during breaks in instruction.

- Alcohol-based sanitizing stations will be located throughout the building in common areas

In the event that an individual (student, teacher, or staff) on campus tests positive for COVID-19, LISD will close off areas that are heavily used by that individual until the non-porous surfaces in those areas can be disinfected, unless more than 7 days have already passed since that person was on campus.

## TRANSPORTATION

In response to COVID-19, Longview ISD will continue to offer bus transportation, but some additional safety precautions will be put into place. Students and drivers are required to wear some type of face covering or masks at all times on the bus. Students under the age of 10 should also wear face coverings if not medically fragile.

- Hand sanitizer will be available when boarding the bus.
- All students, per the Governor's order, are required to wear face coverings while riding the bus unless specified by doctor.
- Buses will be cleaned/disinfected between each transportation run and at the end of the day.
- Transportation staff will be trained in proper cleaning/disinfecting procedures.
- All Longview ISD vehicles will be equipped with cleaning and disinfecting supplies.

## BREAKFAST AND LUNCH

In an order to minimize additional traffic in the buildings, **no outside food deliveries will be allowed.** These restrictions may loosen as the year progresses; however, it is important to reduce as many outside people as possible to help stop the spread of COVID-19.

- Cafeteria and serving areas will be cleaned between uses.
- Students will be served a hot lunch in the traditional fashion.
- Cafeteria, serving, and eating areas will be cleaned between uses.
- All LISD child nutrition staff will use face coverings/masks and gloves while performing job responsibilities and will be trained to practice health and hygiene regulations.

## ARRIVAL, DISMISSAL & TRANSITION

Parents are asked to assist campus staff in the implementation of arrival and dismissal plans. **When transporting or walking children to school, please follow all signage, drop off and pick up children at the appropriate locations, and quickly exit the parking lots.**

- Parents will **not** be permitted to walk students inside the school building beyond the secure vestibule without a mask.
- Each group of students will be directed to wash their hands before entering the buildings.
- Handwashing stations will be provided outside each campus.
- All areas of the building (gym, cafeteria, larger classrooms, common areas, etc.) may be utilized to limit the size of some student groupings.
- Dismissal exit points will be established. It is required that all staff and students wear face coverings

or masks during this time because of close contact.

## **CLASSROOM SAFETY PROTOCOLS**

We aim to maintain a warm and inviting learning environment in our classrooms while simultaneously following health guidelines.

Specifically, when it is not possible to maintain a 6-foot apart distance in a classroom, students and staff are required to wear a mask or face covering. They may remove their face covering from time to time, as the need arises. Longview ISD will adhere to the Texas Education Agency's guidelines and the Governors orders. Each classroom will have the following:

- Access to alcohol-based hand sanitizer.
- Access to disinfectant supplies to sanitize working surfaces.
- Shared supplies will be limited and cleaned between uses.
- Some will have hand-washing stations in the classroom.

Based on the district guidance, teachers will develop, teach, and implement procedures that:

- Limit student movement as much as possible in the classroom.
- Keep doors open to allow as much fresh air circulation as possible.
- Establish student responsibilities to clean personal areas and materials and supplies.
- Reinforce hand washing protocols and intermittent use of hand sanitizer.
- Reduce the use of large table seating in classrooms if possible.
- If tables are used, limit the number of students per table as much as possible.

## **EXTRACURRICULAR AND STUDENT ORGANIZATION ACTIVITIES**

Extracurricular/Co-curricular activities, practices, and competitions will be conducted following the safety protocols provided by the University Interscholastic League (UIL), and the Texas Education Agency. This will include the health screening, group sizes, sharing and sanitizing of equipment, locker room usage, etc.

Use this link for further information: <https://www.uiltexas.org/press-releases/detail/modified-uil-activities-calendar-and-covid-19-guidelines-for-2020-2021>.

- Hand sanitizer or other disinfecting solutions will be available in gym areas and equipment will be sanitized regularly.
- Locker room use will be determined by TEA/UIL. If locker rooms can be accessed, all locker room space will be cleaned regularly.
- Bus travel will follow the transportation guidelines provided by LISD and TEA.
- Spectator attendance at games and contests may be limited based on TEA and UIL guidelines.
- Ticketing for events may be utilized to control the capacity of facilities.
- Event procedures will be in place to minimize face-to-face interactions.
- Separate entrances and exits may be utilized and event doors may be propped open to minimize

physical contact with handles.

- Separate seats may be marked and/or configured in a way to provide additional spacing.
- Concessions and/or concession sales may be limited to encourage social distancing and to follow health and safety guidelines.
- Hand washing or sanitation stations will be available for any activity.
- School-wide pep-rallies may or may not be held during the fall and spring semesters.
- Face coverings should be worn when in large groups of people.

## **PHYSICAL EDUCATION**

Whenever possible, physical education classes will be held outside to allow for maximum spacing and clean air consumption.

- Reduce the number of people in the restroom or locker room at a time.
- Sanitizing areas and access to handwashing stations will be provided.

***All information contained within this Back to School Plan is subject to change based on a daily review of guidance from Governor Abbott, Texas Education Agency, Centers for Disease Control, Mayor Andy Mack, UIL, and Gregg County Health Department!***