

Canutillo ISD

Opening School Safety Protocols

Fall 2021

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****PLEASE NOTE: The details in this document are subject to change as directives are provided by governing authorities and/or health officials or as environmental conditions change.***

Student & Staff Safety Protocols

Staff Preparation

Canutillo ISD values the health, safety, and welfare of our students, faculty and staff above everything else. Without these, we cannot achieve our district goals. Therefore, faculty and staff will be trained specifically on the protocols outlined in this document and the practices adopted by Canutillo ISD.

Prevention Strategies

- Promoting vaccination
- Consistent and correct mask use
- Physical distancing

- Screening and testing to promptly identify cases, clusters, and outbreaks
- Ventilation
- Handwashing and respiratory etiquette
- Staying home when sick and getting tested
- Contact tracing, in combination with isolation and quarantine
- Cleaning and disinfection

These COVID-19 prevention strategies remain critical to protect people, including students, teachers, and staff, who are not fully vaccinated, especially in areas of moderate-to-high community transmission levels. The need for layering specific prevention strategies will vary, and localities might implement fewer COVID-19 prevention strategies based on community transmission levels, vaccination coverage, and local policies and regulations. CDC continues to recommend masking and physical distancing, especially for unvaccinated people. CISD will consider whether and how to remove prevention strategies. Students, teachers, and staff will continue to be closely monitored (with adequate testing through the school or community) for any outbreaks or increases in COVID-19 cases.

Protocols for Screening and Isolation

General

All students and staff will be screened for COVID-19 symptoms regularly and individuals who present with symptoms will be separated and sent home.

Screening Protocols

Staff. Staff will be required to self-screen for COVID-19 symptoms. Employees are required to complete the district screening tool prior to reporting to work every day.

Employees must report to their immediate supervisors if they responded “yes” to any questions on the screening tool. Supervisors will notify the assigned district safety team member to follow up with the employee.

Students. Parents/guardians are expected to screen their students for COVID-19 symptoms each day prior to sending their student to school.

Teachers will monitor students and refer to the nurse if symptoms are present.

Temperature Check Protocols

Currently, due to low community spread, there will be no daily temperature checks as students and staff enter school buildings. It is the personal responsibility of each person to take his/her temperature prior to going to work/school.

If community spread becomes moderate or substantial, daily temperature checks for students at school will be implemented.

Isolation Protocols

Student or Staff Displaying COVID-19 Symptoms

When a student has displayed symptoms of COVID-19, the school nurse will provide a clinical assessment to determine if and when a student needs to be sent home. Students who are ill will be separated from their peers and should be picked up within 30 minutes and no later than 1 hour from the time the campus contacted the student's parent/guardian.

The El Paso Department of Public Health will communicate to the parents of students who are considered high risk exposure with a COVID-19 positive student or staff member.

Staff members displaying COVID-19 symptoms will follow district protocols including isolation from students and other staff members.

Students who have tested positive for COVID-19 will be required to submit a screening tool to the campus nurse for review and clearance after 10 days of isolation with no symptoms and fever-free for 24 hours before returning to school.

All staff who have tested positive for COVID-19 will be required to submit a screening tool to the designated district staff for review and clearance after 10 days of

isolation with no symptoms and fever-free for 24 hours before returning to school. The Human Resources Department will also need to provide a written release to supervisors prior to staff members returning to work.

Protocols for Face Coverings

The use of face coverings will not be required for face to face learning associated with each level. However, CISD highly recommends students, staff and visitors, especially those who have not been vaccinated and when in close contact settings, to wear them for the safety and welfare of all. Students are strongly recommended to wear masks when in the building, as there will be times when students will be collaborating together. According to the CDC, people do not need to wear masks when outdoors.

The District will rely on guidance from the Texas Education Agency (TEA), Center of Disease Control and Prevention (CDC), El Paso City and County Health Departments, as well as any executive orders or directives from the Governor's office.

Community Transmission Levels

High 20% and above*	<ul style="list-style-type: none"> • High number of active cases relative to population • Cases Increasing • Strain on hospital beds/staff/equipment • COVID-19 Community Scorecard Stage I or II
Substantial 15 - 19.9%*	<ul style="list-style-type: none"> • Moderate number of active cases relative to population • Hospital/ICU beds and equipment widely available • Cases may be increasing slightly, staying steady • COVID-19 Community Scorecard Stage II
Moderate 10-14.9%*	<ul style="list-style-type: none"> • Small number of active cases relative to population • More cases attributed to travel or close contact than to unknown community sources • Cases decreasing • COVID-19 Community Scorecard Stage III
Low Below 10%*	<ul style="list-style-type: none"> • Cases minimum to none • COVID-19 Community Scorecard Stage IV
*Hospitalization rates according to Region 19 School Safe Zone	

Personal Prevention Practices in the School Setting

Signage will be in place to assist in preventative measures. The expectation is that everyone will keep CISD in good health and accept responsibility for following the posted rules.

Level	Source Control Measures	Transmission Precautions
<p>High</p> <p>20% and above*</p>	<p>It is highly recommended that face coverings be worn by staff, students, and essential visitors.</p>	<ul style="list-style-type: none"> · Use of face mask/n95, eye protection, gown, gloves, by school nurse when in close contact with suspected case of COVID-19 (fever plus symptoms) · Use of face masks, eye protection, gloves by staff at high risk for coming into contact with blood, body fluids, secretions, and excretions. · Placement of medical mask on student or staff with fever and/or symptoms of COVID-19
<p>Substantial</p>	<p>It is highly recommended that face coverings be worn by staff, students, and essential visitors.</p>	<ul style="list-style-type: none"> · Use of face mask/n95, eye protection, gown, gloves, by school nurse when in close contact with suspected case of COVID-19 (fever plus symptoms)

<p>14 - 19.9%*</p>		<ul style="list-style-type: none"> · Use of face masks, eye protection, gloves by staff at high risk for coming into contact with blood, body fluids, secretions, and excretions. · Placement of medical mask on student or staff with fever and/or symptoms of COVID-19
<p>Moderate</p>	<p>It is highly recommended that face coverings be worn by staff, students, and essential visitors</p>	<ul style="list-style-type: none"> · Use of face mask/n95, eye protection, gown, gloves, by school nurse when in close contact with suspected case of COVID-19 (fever plus symptoms)
<p>10-14.9%*</p>	<p>Implement increased physical distancing measures</p>	<ul style="list-style-type: none"> · Use of face masks, eye protection, gloves by staff at high risk for coming into contact with blood, body fluids, secretions, and excretions. · Placement of medical mask on student or staff with fever plus symptoms of COVID-19
<p>Low</p>	<p>Face coverings are recommended.</p>	<ul style="list-style-type: none"> · Practice standard universal precautions when coming into contact with blood, body fluids, secretions, and excretions
<p>Below 10%*</p>	<p>Follow standard infection control protocols.</p>	

**Hospitalization rates according to Region 19 School Safe Zone

Staff Expectations

Staff are encouraged to wear face coverings. The option includes face shields and masks, especially during face to face learning.

Student Expectations

All students have the option to wear face coverings in classrooms, hallways, common areas and during arrival and dismissal. CISD strongly encourages students who are not vaccinated to wear face coverings.

On the first day a student attends school on campus, staff must provide instruction to students on appropriate hygiene practices and other mitigation practices adopted by Canutillo ISD.

Helpful information for parents who choose to have their child wear a mask when attending school:

<https://kidshealth.org/en/parents/coronavirus-masks.html>

<https://kidshealth.org/es/parents/coronavirus-masks-esp.html?WT.ac=pairedLink>

Students' individual needs will be addressed on a case-by-case basis. Requests for accommodations should be submitted to campus administration.

Protocols for Campus Visitors

General

Campuses will utilize the virtual meeting option if needed. Campuses have the option to request visitors make appointments prior to coming to the campuses when needed. Individuals who proceed beyond the reception area must follow specific guidelines outlined by each campus for visitors.

Visitor Screening/PPE Requirements

All individuals entering the building are highly encouraged to wear face coverings.

Individuals proceeding beyond the reception area will be subject to the following guidelines:

All visitors will be subject to screening by way of a symptom screening form.

Virtual meetings will be available when needed.

Visitors and staff will maintain physical distancing for meetings in conference areas.

Volunteers

Volunteering opportunities on the campuses will be available. Volunteers must follow all guidelines outlined by each campus for volunteers/visitors. A daily screening tool must be completed prior to volunteering on any campus or facility. Physical

distancing must be maintained while volunteering. Approval for all volunteers will require proof that the individual applying is “fully vaccinated”.

Protocols for Disinfecting and Hand Sanitizing

General

Frequent cleaning, regular disinfecting and hand sanitization will aid in the maintenance of the overall health and wellness of students and staff.

Hand Washing/Sanitizing Expectations

Alcohol-based hand sanitizer will be available at the main entry to the campus, in classrooms, in the cafeteria and in common areas throughout the campus. Campuses are required to procure the adequate product from the warehouse.

Staff and students are expected to regularly wash or sanitize their hands.

Minimum requirement for hand washing and/or use of CISD-provided hand sanitizer:

Staff will provide hand sanitizer upon entry to classrooms and teachers will periodically remind the use of hand sanitizer during the instructional day.

All staff and students will practice thorough hand washing after recess, before eating, and following restroom breaks.

Disinfecting Expectations

Staff will have access to disinfectant wipes to sanitize high-touch and working surfaces and shared objects regularly.

Staff will limit the use of shared supplies as much as possible. If items are shared or will be reused within 24 hours, they will be disinfected.

Disinfecting wipes must be disposed of solely in trash cans and not flushed down toilets.

Protocols for Campus Cleaning and Disinfecting

General

Frequent cleaning and regular disinfecting will promote a healthy learning and work environment for students and staff.

COVID-19 Supplies

CISD has the supplies needed to maintain a healthy environment. The following items are part of this effort.

- Thermometers
- Hand sanitizer dispensers
- Disinfecting wipes
- Disinfecting chemicals
- COVID -19 signage
- Sneeze shields
- Gloves

Other items will be made available on a case-by-case basis.

- Reusable face masks
- Disposable face masks
- Face shields

Daily Campus Cleaning

Classrooms and restrooms will be disinfected following a strict protocol previously developed in coordination with industry experts, campus administration and facilities staff.

The protocol focuses on disinfecting high-touch areas and surfaces by practicing routine cleaning: including doorknobs, tables, handles, desks, toilets, faucets, sinks, handrails, etc.

Custodians will wear the required PPE when cleaning or disinfecting.

Staff will assist in maintaining the cleanliness of surfaces in the classroom. Access to disinfecting supplies will be available to sanitize working surfaces during breaks in instruction.

Meals. Based on the campus needs, students will take their meals either in the cafeteria or in the classroom. Lessons will be provided to staff and students during PE, HE and Wellness classes on:

- Proper folding and storage of masks
- Washing hands before and after eating
- Bring your own water container to refill
- Encourage the regular use of seating pods
- Encourage students not to share food or drink

- Encourage students to keep their distance while in line
- Encourage students to eat in open areas or outdoor areas

Breakfast in the classroom. If eating in the classroom, teachers may assist with the distribution of pre-packaged food and cleanup after mealtime. Cafeteria staff and teachers will wear adequate PPE, such as gloves. All perishable foods will be disposed of in trash bags provided by Child Nutrition Services. The warmer/ice chest will be cleaned and sanitized daily.

Breakfast/Lunch in the cafeteria. It is a campus decision for students to eat breakfast in the cafeteria. However, lunch will only be served in the cafeteria for all campuses. Child Nutrition Services staff will be cleaning and disinfecting all contact areas in the cafeteria daily. All utensils and plates will be disposable until further notice.

Learning and Work Environments

Distributing and Returning Materials

Collections. Items should be returned to the school disinfected. Procedures are in place to receive items back to the campus.

Distributions. Items will be cleaned prior to being given out to the families. Procedures are in place to distribute items to students.

Classroom Configurations and Procedures

Air flow. Whenever possible, schools should open doors or otherwise work to improve air flow by allowing air to circulate in the building. If classrooms have operable windows, they will need to remain closed.

Physical Distancing in the Classroom. Desks or tables will be physically distanced three to six feet apart as much as instructionally possible. Students in elementary classrooms will be physically distanced at a minimum of three feet apart. Students in middle schools and high schools are recommended to be at least three feet apart in areas of low or moderate community transmission. When there is high community transmission, middle and high school students should be six feet apart if cohorting is not possible.

In order to mitigate possible viral spread, all adults should maintain their physical distance of six feet and avoid close contact (less than six feet for more than 15 minutes in a 24 hour period) from other adults and students at all times in the building.

Sharing manipulatives. When possible, technology can be substituted/utilized when the use of manipulatives is needed.

Outdoor Space. The use of outdoor space for learning will be considered when possible. With the exception of PE classes and recess, classroom groups working outside will maintain at least 12 feet of physical distance from other classroom groups.

Whenever possible, students and staff will maintain consistent groupings of people to minimize the spread of the virus.

The recommended procedures will be applied to all classroom settings, including special education services locations when

possible and appropriate. Students' individual needs will be addressed on a case-by-case basis.

Common Areas

Common areas include spaces that are used for meetings and collaboration. This includes computer labs, cafeterias, gyms, flexible spaces, campus libraries, conference rooms and other meeting rooms.

Campuses will develop schedules and protocols for the use of common areas, including how to regularly clean the space between use. When needed, students will bring personal supplies from the classroom. All students and staff will be required to use hand sanitizer when entering and exiting common areas.

The use of virtual meetings will be considered when possible. In-person meetings will maintain physical distancing. Facial coverings are encouraged. Meeting rooms will be pre-approved designated areas that will allow for physical distancing.

Water Fountains. Drinking fountains will not be available to the public. The water supply will be turned off to prevent any community spread from these frequently touched surfaces. Personal water bottles are strongly encouraged to be brought from home. Bottled water supplies will be available on campus until the water fountains are replaced with bottle refill stations.

Nurse's Office

There will be two separate designated areas for the care of students until further notice.

Care Office is for the care of students exhibiting no signs of illness and for the administration of routine treatments.

Check Up Office is for the care of students exhibiting symptoms of illness. Any student who exhibits symptoms of illness during the school day will need to be picked up within 30 minutes of parent notification.

Restrooms

Proper handwashing technique will be taught to all students and consistently reinforced.

While all toilets, urinals and sinks will be made available for use by staff and students, physical distancing will still need to be practiced.

At the elementary level, whole class restroom breaks are recommended to eliminate co-mingling of students across various classes and to ensure teacher monitoring of physical distancing guidelines.

At the secondary level, the campus staff will use the utmost care to identify the number of occupants utilizing each restroom to mitigate the chance of exceeding maximum occupants per physical distancing.

After using the restroom, all students and staff will be required to wash their hands before leaving the restroom.

Transitions

Where possible, one-way traffic throughout campus corridors will be established.

Walking pathways throughout the building will be designated “stay to the right.” This includes the entrance and exit doors. It is encouraged for campuses to stagger transition times to minimize the number of students in the hallways at one time.

Arrival

Early bird arrivals are strongly discouraged. Any students dropped off before the building is open will not be allowed inside the building. Any exceptions would need to be specifically arranged with campus administration.

There will be arrival procedures, based on campus specific needs.

Dismissal

Staggering the groups of walkers, car riders, bus riders and daycare students will help manage student movement in the building and decrease the risk of potential crowding outside at dismissal time.

There will be dismissal procedures, based on campus specific needs.

Transportation

School buses are always considered an extension of the classroom. Students and parents can expect the same physical distancing rules, disinfecting protocols to apply on our buses.

Parents/guardians are expected to screen their students for COVID-19 symptoms each day prior to arriving at the bus stop. All students are encouraged to wear a face covering before they enter the bus.

Prior to arriving at the bus stops, all students are required to wash their hands or use hand sanitizer.

Transportation routes and stops will be finalized in the next few weeks as additional information regarding enrollment and ridership is made available to the Transportation Department.

Recess

Campuses will resume outside recess, keeping physical distancing as much as possible.

Inclement Weather. During inclement weather recess (inside recess), students will be physically distanced as much as possible and placed in clusters or pods to minimize the number of close contact individuals. Assigned seating areas will keep a minimum of 3 feet physical distance.

All students and staff will be required to wash their hands or use alcohol-based hand sanitizer before entering the playground/recess area and upon exiting the playground/recess area.

Playgrounds

Playgrounds are open for use.

All students and staff will be required to wash their hands or use alcohol-based hand sanitizer before and after using playground

equipment. Playground equipment will be cleaned a minimum of once each day - end of day.

Electives

PE classes will be conducted outdoors whenever possible because of the likely reduced risk of virus spread outdoors. When students actively participate in rigorous physical activity, it is recommended that students maintain physical distancing as much as possible. Until further notice, activities will be selected based on the amount of direct and close contact between participants. Appropriate physical distancing measures will continue to be followed for any activity. According to the CDC, people do not need to wear masks when outdoors.

It is recommended that students do not share instructional items when possible. If supplies, manipulatives or equipment must be shared, students will either wash their hands or use hand sanitizer before and after the use of any shared items.

Electives, Music and PE equipment will be cleaned a minimum of once each day - end of day.

Workspaces

Protocols for staff areas include:

Break Rooms. In employee break areas, occupants must maintain six feet.

Signage. Signage must be posted in all staff restrooms requiring all staff to wash their hands prior to leaving the restrooms.

Meetings. Meetings in online format are encouraged to continue to minimize contact, even if all participants are on campus.

Microwaves and Refrigerators. Use of these appliances should follow the same sanitizing protocols as stated in other areas of the CISD Safety Protocols. Employees are responsible for cleaning these appliances' high-touch surfaces. Employees will not congregate around these appliances and in the areas where these appliances are located.

Workplace Expectations

All employees and visitors are required to wash or sanitize their hands upon entering the workplace.

All employees shall complete the district's screening tool prior to the arrival at the workplace. Employees who have any of the symptoms or who become sick during their work hours must notify their immediate supervisors and will be sent home immediately.

Any employee with known close contact to a person who is lab-confirmed to have COVID-19 must notify their immediate supervisors and wait for guidance when they are able to return to work.

On and Off-Campus Student Activities

Field Trips. Campus administration will determine which field trips will be allowed. All CISD safety protocols will be followed during field trips to mitigate the risk of infection. Virtual field trips are also encouraged.

Parent Teacher Organization (PTO). PTO events and fundraising on campus will resume as permitted by campus administration. All CISD safety protocols will be strictly followed during PTO events. Virtual events, meetings and activities are also encouraged.

After school clubs. After school clubs will resume as permitted by campus administration. All CISD safety protocols will be strictly followed during PTO events.

Campus Events

Campus administration will determine if and when in-person assemblies will be held. All CISD COVID-19 protocols will be followed; hand washing or hand sanitizing, physical distancing, and minimizing crowds.

Any event such as Meet the Teacher, Open House, parent conferences, etc. that may be scheduled can be held in-person or virtually.

Infectious Disease Prevention Plan

The Canutillo District will continue implementing an infection prevention plan based on layered prevention strategies. In order to keep students, staff and other adults healthy, three types of measures will be applied.

Increasing resistance to infection. All students will be required to be current with all state mandated immunizations. Staff are also strongly encouraged to maintain their vaccines up-to-date. Both students and staff are encouraged to get vaccinated against COVID-19 in addition to seeking other preventative health services.

Infection control and prevention by structured and managing routine practices. Physical distancing, personal hygiene (handwashing and respiratory etiquette), cleaning and disinfection of facilities, contact tracing, isolation and quarantine will be utilized to reduce the risk of infection.

Stay home if you have symptoms that indicate you may be sick. A key component in this plan is for parents and staff to ensure that anyone that is exhibiting symptoms of illness that may be transmissible to others does not come to school or work. A student's illness should be reported to the attendance office and the campus nurse. Illness of staff should be reported to their immediate supervisor.

Implementing the infection prevention plan consistently will help reduce the risk of an in-school spread of COVID-19 and other communicable diseases such as the flu.

Response to Positive COVID-19 Cases

FOR STUDENTS AND STAFF

The Canutillo District will continue mitigation strategies for COVID-19 infections through identification of positive cases and contact tracing on campuses and facilities. All lab confirmed positive COVID-19 cases and exposures must be reported to the district through the online form that will be submitted to Student Support Services and Human Resources.

Lab confirmed COVID-19 positive individual

Maintain isolation until:

- At least 10 days have passed since symptoms first appeared or positive test date if asymptomatic;

AND

- At least 1 day (24 hours) have passed WITHOUT fever and without the use of fever-reducing medications;

AND

- Improvement in symptoms

Severe illness or severe immunocompromise

Maintain isolation until:

- At least 20 days have passed since symptoms first appeared. AND
- At least 1 day (24 hours) have passed WITHOUT fever and without the use of fever-reducing medications;

AND

- Improvement in symptoms

Quarantine

Individuals who have had close contact with a lab confirmed individual will be required to quarantine for 10 days following their last exposure to the COVID-19 positive individual. Close contact is defined as being less than six feet for more than 15 minutes to the individual over a 24-hour period.

Individuals that do not have to quarantine.

Not susceptible are fully vaccinated individuals and individuals previously infected with COVID-19 are not required to quarantine if they meet the following:

- Are fully vaccinated (≥ 2 weeks following receipt of the second dose in a 2-dose series, or ≥ 2 weeks following receipt of a single dose vaccine), **OR**

- Have had a previous infection with COVID-19, **AND**
- Have remained asymptomatic since the current COVID-19 exposure.
- Proof of vaccination or previous infection will be required. It is strongly encouraged that students and staff provide proof of vaccination and history of infection to their campus nurse as soon as they are fully vaccinated in order to expedite contact tracing and notification in the event of a COVID-19 exposure.

NOTIFICATION

Consistent with school notification requirements for other communicable diseases, and consistent with legal confidentiality requirements, schools must notify all teachers, staff, and families of all students in a school if a lab-confirmed COVID-19 case is identified among students, teachers or staff who participate in any on-campus instruction and activities.

Additional Cleaning Measure for Covid-19 Positive Cases on Campus

If a classroom or facility is closed due to a COVID-19 confirmed case, the area and path of travel to it will be isolated, and additional disinfecting protocols will take place.

Documenting our planning and decisions

Documenting and reporting information about our operations during the COVID-19 pandemic is critical to our community's safety, decision-making, future planning, external requests and requirements. This knowledge allows us to better understand how to protect ourselves, our students and our community.

We are so excited to be with you again. We are ready for you!

Communication and transparency are top priorities as we continue to adapt to a changing environment. Additional guidance will be provided as it becomes available. All members of the CISD community are encouraged to contact system leaders with questions and comments. Your input helps us to understand what you need to know.

This is a time of change, and CISD is here to usher the school community through it. We offer counseling and resources for our students, staff and faculty. In addition, our commitment to support our community through change will continue through communications online and other activities as we can hold them. We must work together and learn from each other to provide a safe and positive experience for our students and assure, as best as we are able, the safety of students, faculty, and staff.

