

## Standard Classroom Procedures

Classroom protocols and procedures will include expectations regarding not sharing school supplies, social distancing, limited group work and hand washing or sanitizing techniques, etc. Teachers will ensure high-touch areas in the classroom are wiped throughout the day. Each classroom will be outfitted with the following:

- ▶ Visual reminders of distancing requirements.
- ▶ Refillable alcohol-based hand sanitizer stations.
- ▶ Access to disinfectant to sanitize working surfaces.
- ▶ Whenever possible, students and staff will maintain consistent groupings of people to minimize the spread of the virus.
- ▶ Technology should be utilized when students are involved in collaborative work.
- ▶ Group or pair work can be implemented while maintaining physical distancing.
- ▶ Student desks will be placed a minimum of six feet apart when possible.
- ▶ In classrooms where students are regularly within six feet of one another, schools should plan for more frequent hand washing and/or hand sanitizing and should consider whether increased airflow from the outdoors is possible.
- ▶ The use of outdoor space for learning will be considered when possible. Classroom groups working outside will maintain at least 12-ft of social distancing from other classroom groups.

## Classroom Training

### Student

- ▶ Students should wash their hands or use hand sanitizer upon entering each classroom.
- ▶ Students will participate in training specific to newly adopted health and safety protocols.

### Parent

- ▶ Parents are asked to read all school communication regarding health and safety protocols.
- ▶ Parents should talk to their students about COVID-19 symptoms and prevention strategies.
- ▶ Parents are asked to check their child for temperature and COVID-19 symptoms prior to sending them to school each day. If a child is displaying symptoms, please do not send the child to school. Notify the school nurse or office

### **Teacher/Staff**

- ▶ Teachers/staff should be stationed outside their door to provide adequate supervision of their classroom and hallway.
- ▶ Teachers will receive training to deliver classroom lessons on health protocols.

### **Classroom Setup**

#### **Student**

- ▶ Students will be expected to adhere to class and school-wide protocols that are consistent with CDC guidelines.
- ▶ Students will avoid sharing school supplies and will sanitize shared items after each use.
- ▶ Students will sit one per table when it is possible.
- ▶ Students that want to use hand sanitizer should use it at the beginning of class. If a sink is available in the classroom students should wash their hands at the beginning of class.
- ▶ Students may bring a personal classroom snacks as long as they are not shared

#### **Teacher/Staff**

- ▶ Multiple locations of hand sanitizer, tissues, and trash cans will be available in several locations throughout classrooms and common areas to limit student and staff movement.
- ▶ Teachers will post signs with clear class protocols that are consistent with CDC guidelines and school wide.
- ▶ Teachers will limit student movement within the classroom such as turning in assignments, materials being passed out, etc.
- ▶ Teachers will create assigned seating arrangements to ensure social distancing. Consistent with TEA guidance, all student desks should face the same direction.
- ▶ Teachers will create systems to limit the sharing of items such as school supplies so that more than one student is using an item.
- ▶ Teachers should clean supplies after each use by student.

### **Classroom Arrival**

#### **Students**

- ▶ After washing hands or using hand sanitizer, students are asked to immediately sit down in their assigned seat.

- ▶ Students should avoid touching high-touch areas if possible.

**Teacher/Staff**

- ▶ Teachers should prop doors open to allow for additional ventilation during class and in between classes so students don't touch doors or handles.