

## **Graford ISD**

### **In-school Learning Model**

#### **Overview**

##### **Purpose**

The Graford ISD In-school Learning Model is provided for the 2020-2021 school year and is designed for students in Pre-Kindergarten - 12th grade. The goal of the program is to provide high-quality instruction for parents and students who desire face-to-face instruction in a traditional setting while being mindful of COVID-19.

##### **Enrollment in In-school Learning**

Parents will have to designate that their child will be enrolled as an in-school learner at least two weeks before school begins. To move from on-campus learning to remote learning, you will need to notify the school by the following date before each grading period:

August 3, 2020

September 11, 2020

October 23, 2020

December 4, 2020

February 5, 2021

March 26, 2021

If a parent has serious concerns about on-campus instruction, you may meet with the principal to discuss the possibility of moving to remote learning. Once in remote learning, a student must remain in that option until the next grading period.

## **Positive COVID Result or Quarantine**

If a student receives a positive COVID test result, they will be immediately moved to remote learning. If a student must quarantine, they will be moved to remote learning for the period of the quarantine.

## **Attendance and Reporting**

Attendance will be taken daily. During the 2020-2021 school year TEA has determined that if a student is absent from the in-school setting due to illness that student may still receive credit for attendance that day if they connect with their classes via remote instruction.

*“A student will be considered absent if the student does not have documented engagement with the LMS and/or daily contact with the teacher, and/or documentation of completion/turn in of daily assignment. A teacher or campus representative will input the student’s daily attendance into the Student Information System (SIS) for the in-school method, based on the student’s daily engagement with the LMS or other instructional avenue and/or the daily contact with the teacher, by marking the student present or absent on that day. For middle school and high school, the student must be engaged in the classroom work for each class period each class day to receive credit for attendance.”*

## **Sample Daily Schedule**

Students will follow a full-day schedule based on a typical school day. Precautions will be taken to help mitigate possible exposure from COVID-19 and daily procedures will be modified as necessary to help insure the health and well-being of our students as well as our faculty/staff. The following is an example of the daily routine for our elementary and secondary students beginning with their arrival to campus in the morning.

### **ARRIVAL:**

In order to properly monitor the students, they will be allowed access to the building at 7:45 AM each morning.

## **ELEMENTARY STUDENTS:**

To reduce large gatherings, it is strongly recommended that students enter through two different entrances depending on their grade level. We ask parents to remain in their cars during drop-off. Staff members will be available to assist and/or walk students to their classroom.

PK-2<sup>nd</sup> grade will enter through the first entrance on the east side of the school building labeled A.

3<sup>rd</sup>-5<sup>th</sup> grade will enter through the second entrance on the east side of the school building labeled B.

Once a student enters the building, they must wear a face covering (grades 4 and 5). They will walk directly to their homeroom/classroom where their teacher will be waiting at the classroom door to welcome them.

## **BREAKFAST**

Cafeteria personnel will come by each elementary classroom to deliver breakfast to the students by 7:50 AM each morning. A breakfast menu will be available on the school website and will be announced each afternoon. Students will have time to eat their breakfast while the class is getting prepared for their instructional day.

## **SECONDARY STUDENTS:**

Middle School students will enter the building at “Mr. Richmond’s” door located on the west side of the campus adjacent from the bus barn. The students will then report to the gymnasium for seating, until 8:00 AM, unless they need to eat breakfast. Those eating will need to go through the serving line and eat at the tables.

High School students will enter the building at the front (main) entrance and report immediately to the cafeteria where they will be seated in the bleachers with their masks on until 8:00 AM unless they need to eat breakfast. Those eating will need to go through the serving line and eat at the tables.

Secondary students please arrive at your assigned doors as close to 8 AM as possible if you are not eating breakfast on campus.

## **HALLWAY TRANSITIONS AND BREAKS**

### **ELEMENTARY:**

When elementary students are in the hallways, they must wear a face covering (grades 4 and 5). We encourage other grade levels to wear face coverings as well. All students and staff members will practice social distancing in the hallways as much as possible.

### **RESTROOM BREAKS:**

Staff members will monitor/teach students how to properly social distance when taking classroom restroom breaks and individual restroom breaks.

### **WATER BREAKS:**

The school water fountains will not be available for students to drink from but will be available for filling water bottles. Students will be taught how to properly fill a water bottle using this system. Water bottles with a lid will be allowed in classrooms.

### **HANDWASHING PRACTICES:**

Elementary students will be taught how to properly wash their hands and be given multiple opportunities throughout the day, i.e., after each restroom break, before lunch, in the morning, and in the afternoon. Hand sanitizer will also be available in each classroom.

### **SECONDARY STUDENTS:**

Secondary students must wear masks/gaiters when transitioning in the hallway...

- During Passing Periods
- While Utilizing a Hallway Pass
- Traveling to the Main Office for Early Dismissal, etc.

The school water fountains will not be available for students to drink from but will be available for filling water bottles. Students should consider bringing a clear plastic water bottle with a lid and their name clearly written on the bottle.

## **WHILE IN THE CLASSROOM**

### **ELEMENTARY STUDENTS:**

Once students enter the classroom, they may remove their masks, but can keep it on if they wish. After it is removed, each student's mask will be kept in a container (baggie) with their name on it and stored in a safe area of the classroom.

Elementary classrooms will be designed to practice social distancing by spreading out desks and limiting large gatherings. Each student desk, table, and teacher desk will have an acrylic partition installed. The partition will be cleaned/sanitized regularly throughout the day. Elementary teachers will instruct students at their desks, in small numbers, and/or individually.

### **SECONDARY STUDENTS:**

Once secondary students have made their way into their classroom and are seated, they may remove their masks.

Please note, if a teacher has students work in a group setting of any kind, students will wear their masks as they will not be able to utilize social distancing with fidelity. Once the students are back in their normal seating arrangements, masks may be removed.

## **WHILE IN THE CAFETERIA**

### **ELEMENTARY STUDENTS:**

Students will enter the cafeteria and teachers (PK-2<sup>nd</sup> grades) will monitor and assist students through the line. Once students are seated, they will remove their masks (grades 4/5). The cafeteria tables will have acrylic partitions and students will social distance appropriately. Staff members will monitor and assist students when needed. Staff will wear gloves and change them appropriately. Students will be encouraged to open their own food items, but staff can aid when necessary.

Students that bring their lunch from home will not have access to a microwave in the cafeteria. We encourage food items be packed so a child can open them independently. Staff members will be available to assist, when necessary.

There may be occasions when students have lunch in their classrooms.

## **SECONDARY STUDENTS:**

Secondary students will wear masks into the cafeteria as this is a transition time; however, once the students find their seats, they may remove their masks for the entirety of the lunch period as long as they are conscientious, mindful, and compliant of social distancing expectations. Students will put their masks on as they transition from lunch to their sixth period class.

Students that bring their lunch from home will not have access to a microwave in the cafeteria. At this time, outside food delivery will not be allowed although parents may bring their own child's lunch to school and leave at the office.

## **DIMISSAL**

### **ELEMENTARY STUDENTS:**

Parent pick-up: Students who are picked up after school will begin dismissal at 3:35 PM through the east side of the building at the north doors. To promote social distancing and to reduce gathering at the doorway, it is strongly recommended that parents remain in their vehicles and students will be escorted to the vehicle. Staff members will be located throughout the hallways and outside to ensure your child remains safe.

Bus riders: Students will remain in their classroom until their bus number is called. Staff members will be located throughout the hallways to assist and ensure your child remains safe.

Parents, who prefer to pick up your child in person, please go to the elementary north entrance (beside the main entrance) and staff will call for your child. They will walk to the entrance and be dismissed from that location. We ask that those parents who choose this option maintain social distancing while waiting for their child.

### **SECONDARY STUDENTS:**

Secondary students will be dismissed from the exit door closest to the classroom in an effort to maintain social distancing to the best of our ability. Once students are outside and at least six feet apart they may remove their masks.