

Richland High School

COVID-19 19 Procedures/Logistics

Due to the constantly evolving situation with COVID-19, and the regularly changing guidance from state education and health officials, Richland High School's Plan will be reviewed and updated as needed to reflect new requirements from the CDC; federal, state, or county orders; BISS or the Texas Education Agency.



Richland High School Administrative team will troubleshoot multiple types of scenarios to ensure we have solutions and protocols in place for various types of situations in preparation for building opening. The practice of systematic review continues after face-to-face instruction begins to plus/delta daily procedures.

- **Each day team reviews document together**
- **Each day team walks building together**

Facility Management

- **Cleaning, Sanitation, and Air Quality**
 - Restrooms - Cleaning using the Kaivac machine and as well as cleaned and stocked at predetermined points during the day.
 - Additional 225 hand sanitization stations maintained throughout the building.
 - Placement of sanitization stations ensures multiple points of access on both sides of hallways for ease of use. Stations placed in every hallway in between classes, in front of all gyms, Omni Room, Auditorium and offices. Placement of stations meets requirements for access to all students and staff.
 - Classrooms - Daily trash removal, daily Electrostatic Spraying with sanitizer of all surfaces, sanitizing wipes available for use, hand sanitizer accessible to students.
 - Floors - Daily dust mop and auto scrubbing with detergent.
 - Cafeteria - Dividers separate students at tables and tables and dividers sanitized between each use.
 - Air Quality - HVAC systems pull in outside air, with air quality testing biannually
 - Signs and postings, location of posting, maintaining of posting-- for consistency and up to date requirements for campus safety.
 - Extra Pod furniture seating removed throughout building.

- Use of Pod areas throughout the building will have specific protocol for use during the day.

Health Screening

Along with the expectation of student and staff self-screening daily before entering the building, there will be a campus screening upon entry. The method of screening for BISD is to have the 1st Period Teacher present the health screening questions upon entering the classroom.

STAFF: All staff members entering a school campus must self-screen for COVID-19 symptoms each day. When staff reports to work, they are acknowledging they have taken their temperature and are not experiencing COVID-19 symptoms.

- It is the District expectation that teachers and staff are expected to self-screen every day for COVID-19 Symptoms:
 - Temperature of 100.4 degrees Fahrenheit or higher when taken by mouth
 - Sore throat
 - New uncontrolled cough that causes difficulty breathing (or, for students with a chronic allergic/asthmatic cough, a change in their cough from baseline);
 - Diarrhea, vomiting, or abdominal pain; or
 - New onset of severe headache, especially with a fever.
- If any symptoms present, teacher follows campus procedures
- Self-Reporting
 - All staff must complete the Staff COVID-19 Report if they have COVID-19 symptoms or are lab - confirmed with COVID-19, and, if so, they must remain off campus until they meet the criteria for re-entry.
 - All staff must complete Staff COVID-19 Report if they have been in close contact with an individual who is lab-confirmed with COVID-19, and, if so, must remain off campus until the criteria for re-entry.

STUDENTS: Parents/Guardians must ensure when sending their child to school on campus the child is free from COVID-19 symptoms. Students should remain home if COVID-19 symptoms are present:

- Temperature of 100.4 degrees Fahrenheit or higher when taken by mouth
- Sore throat
- New uncontrolled cough that causes difficulty breathing (or, for students with a chronic allergic/asthmatic cough, a change in their cough from baseline);
- Diarrhea, vomiting, or abdominal pain; or
- New onset of severe headache, especially with a fever.

Daily COVID-19 Screening upon entering building:

- Teachers ask screening questions as students enter 1ST period door, any that respond “Yes” are sent to clinic.
- Tardy students answer health questions upon arrival.
- Any staff, student or visitor who experiences symptoms while on campus will immediately report to the school clinic.

Lab – Confirmed Cases reported in building:

- Positive case is reported to campus.
- Campus notifies the District.
- Campus will ensure that the non-porous surface used by the individual have been disinfected.
- Campus will notify all teachers, staff and families of lab-confirmed COVID-19 case on campus.
- District will notify the local health department in accordance with applicable federal, state, and local laws and regulations.

Face Coverings

Wearing a face mask (cloth or paper) may slow the spread of COVID-19 and help people who may have the virus and do not know it from transmitting it to others.

- All staff and students and any approved visitors in order to enter the building require a cloth or paper face mask that cover the mouth and nose at all times.
- Face shields **ALONG** with a cloth or paper face mask may be worn. They do not replace the required cloth or paper face mask.
- As students enter the building, staff on duty will ensure students are wearing a cloth or paper face mask.
- Building will have extra paper masks available for students that do not have them upon entry.
- Stations located at each entrance with extra masks - if a student does not have a paper or cloth face mask accessible, QR code system used to record delivery of a paper face mask to student. If a habitual problem, administration will address.
- It is the District expectation that all staff wear a paper or cloth face mask.

Responding to COVID-19 Case on Campus

- Campus will immediately separate any staff member, student, or visitor, who shows COVID -19 symptoms while at school until the staff member or visitor can leave or parent or guardian can pick up the student.
- Room will be closed for 24 hours before cleaning occurs.
- Students who report feeling feverish given an immediate temperature check to determine if they are symptomatic for COVID-19.

Visitors to Campus:

- Access to visitors is restricted to those essential to school operations only
 - All must have a face mask (paper or cloth) to enter the building.
 - Parents/Visitors will not be allowed to drop off items for students (No outside food or drinks).
 - Parents/Visitors are not allowed to walk students to class, visit classrooms, join students for meals, or bring students meals to be delivered.

- Parents picking up students for early dismissal:
 - Parents/Guardians may send an email for early dismissal that includes a signature and copy of picture ID.
 - Once received and verified, students can be released to parent.
 - Parents may return to vehicle while waiting
- Campuses will not host events such as open house, a carnival, dances or any event that brings additional people onto the campus.

Registration for New Students:

- Before Face-to-Face Instruction begins:
 - As visitors come to register NEW TO BISD students, a flyer is available on front door of building or inside at front desk. Flyer explains registration in person is not necessary. The flyer includes a QR code and instructions on how to submit all documents electronically. Attendance clerks process and send to counselors. Counselors will call and go over scheduling:
[Overall Registration Flyer](#)
 - If family does not have access to internet or computers, Chromebooks are available at front desk. Standing tables are available and distanced and allow them to complete registration on campus.
- After Face-to-Face Instruction Begins:
 - Same process as detailed above if parents are present.
 - If parents are not present (student is sent in to register) students report to holding area as we work to contact parents to get the documents and registration completed.

Opening Online:

- Device distribution - scheduled for specific days and grade levels. Social media blast and automated calls to inform community of procedures.
 - If returning student, and they have ID--it may be used or student must know ID number
 - If NEW BISD student - we will look up ID number if needed
- Prior to first week: social media posts, phone calls, texts about how to access classes
- First Week and Beyond: Every opportunity and mode of communication to ensure students are engaging in class. It is imperative that students begin instruction for Online Learning August 24. If there are technical issues that need assistance, we will exhaust all avenues to assist families and students. Phone calls, texts, emails, and social media blasts to ensure students are logging in every day and participating in all classes.

Staff Procedures for Making Contact with students to ensure participation:

- Every method of communication to families will be made by campus to ensure success of students.
- All teachers make personal contact 5th period students (must be phone call or remind check in)

- Any student that does not respond, teacher submits name to the Campus Google Document called “No Response List”.
- That list is managed by an Assistant Principal and the Google Texting Team (GTT):
- GTT Members include:
 - Attendance clerks
 - AP Secretary
 - PEIMS Clerk
 - Assistant Principals
- GTT Team documents all contact attempts and texts all family and emergency numbers listed and in home language (using google translate).
- This document is updated regularly.
- Any student that remains unaccounted for-- receives a letter with instructions on how to contact school.
- Teachers continue to exhaust all avenues for contact as the GTT team is working and sends updates if they do make contact to the AP over the google document.
- Home Visits made by team that includes: administration, counseling staff, and teachers.
- Continue to send out reminders, emails, and social media blasts by electronic means.

Meals for Online Learners:

- Beginning August 24th online learners have the option of picking up lunch for that day and breakfast for the next day at the school the student is enrolled.
- Location: Wrestling Annex– C6 entrance. Signs will indicate direction.
- Pick up times will be from 11:00 to noon daily.
- This procedure will continue as long as Online Learning is available.
- A parent or guardian will be allowed to pick up meals for their eligible student. They will need to provide the student ID number.
- The student must be identified by eligibility and be required to pay if reduced or full pay. Child Nutrition will need to confirm student attendance in order to get any federal funding.

ID's

- All students will need ID's made (Face-to-Face or Online Learning).
- Schedule for ID's to be made will occur. Campus will have a system for indicating if a student is Face-to-Face or Online Learner.
 - Face-to-Face - during first two weeks on campus instruction teachers bring one class at a time to the designated area for ID's to be made. Area will allow for social distancing while waiting.
 - Online Instruction - Schedule sent to students registered as Online Learners with specific instructions on times and place on campus for ID's to be made (to occur before Face-to-Face instruction begins so the number of students on campus is limited). Students enrolled in online instruction will have an additional marker added to the ID to indicate they are an Online Learner. If mode of instruction changes, the marker will be removed to indicate the student is a Face-to-Face student.

- Once all ID's have been made, we require ID's and cloth or paper face masks to enter building. If a student loses their ID, they must pay to have it replaced.
- If needed, multiple ID stations will be available to students if they lose an ID and it must be replaced. Monitors (AP's and counselors) will ensure face masks are worn when entering the building.

Parking Permits

- Parking permit procedures will occur at multiple opportunities for students with specific schedules followed.

Textbooks

- Online Learner and Face-to-Face textbook check out:
 - Face-to-Face will be conducted by class beginning on first day of Face-to-Face instruction.
 - Online students will have schedule to follow for needed items that includes: Textbooks, Parking Permit, and District distributed devices.

Dual Enrollment classes

- If students are Face-to-Face and have a dual enrollment class, students report to that teacher's classroom during that period.

Early Dismissal Procedures/ Student Absence Reporting

Every opportunity to communicate with the attendance office through email or phone call should be utilized.

- Parent notes or doctor notes for absence need to be emailed to the attendance clerk or a call to the attendance clerk. (see email options below).
- Parents must pre-arrange for early dismissals. Parents may send a signed email, with parent ID to their attendance clerk. Once this is verified, students can be sent with parents. Attendance Clerk's emails and corresponding Alphabet:
 - A - G kathy.mcguire@birevilleschools.net
 - Go - N heather.ortega@birdvilleschools.net
 - O - Z adriana.ortiz@birdvilleschools.net

Arrival and Dismissal

- **Arrival:**

Students should not be dropped off early to allow for social distancing in holding areas and hallways. Separate entrances will be utilized for car riders, bus riders, and walkers. Staff duty schedule to maintain a line of sight in hallways and distancing in hallways. Students will go straight to the designated area. Monitors will be at all entrances and holding areas.

Along with the expectation of student and staff self-screening daily before entering the building,

there will be a campus screening upon entry. The method of screening for BISD is to have the 1st Period Teacher present the health screening questions upon entering the classroom.

- Entrances open : 6:55 a.m.
 - Main Entrance
 - Auditorium Entrance - Freshmen and Sophomores
 - Cafe Doors (Red Door Side) - Students that eat
 - Gym Entrance - Juniors and Seniors

- If students arrive before 7:15 a.m. they proceed to one of these holding areas:
 - Breakfast in the cafe - Table dividers allow social distancing. Students sit all facing the same direction. Students will remain in cafe that eat breakfast (accommodates 400)
 - Gym - Juniors and Seniors - mark bleachers where students may sit to ensure social distancing.
 - Auditorium - Freshman and Sophomores - mark seats where students may sit to ensure social distance (accommodates 300).
- If students arrive after 7:15 they proceed directly to their first period class
- Staggered dismissal of holding areas
 - 7:15 a.m.
 - 7:18 a.m.
 - 7:21 a.m.

Any tardy student reports to “Tardy Station” with social distancing rules and markers on where to stand.

- **Dismissal:** Staggered release of students at end of day-- by halls
 - 2:48 p.m. - G and ST
 - 2:50 p.m. - H and F
 - 3:00 p.m. - All students should be cleared of building
- Students leave through auditorium doors, Omni doors, Gym doors, or Cafe doors
 - Bus riders proceed directly to bus location outside of café.
 - Extra-Curricular students proceed to location necessary.
 - All other students leave the campus immediately.

Tutorial Schedule:

- Face-to-Face morning tutorials will be delayed to ensure morning procedures and monitoring of arrivals prepares campus for success. Once morning tutorials are available, website will reflect schedule to include campus morning tutorial schedule.
- Afternoon tutorials (2:55 p.m. - 3:25 p.m.) schedules will be monitored to limit the number of students.

- Students must sign up for tutorials using phone and QR code. Student will receive a confirmation as a pass to afternoon tutorials.

Passing periods

- Keep it Royal, stay to the Right. Move along. No stopping
- Utilize outside pathways when possible to limit the number of interior hallway traffic.
- Designate stairwells as “up only” or “down only” (Main stairwell in H, ST, and G will be “UP” only. All other stairwells will be down only).
- Main hallway and hallway in front of Gym will use physical divider to designate flow of traffic.
- Traffic patterns will be established throughout the campus that separates individuals to the greatest extent possible.
- Hallways will be marked with information and signage to promote social distancing of students during transition periods. Students will be required to stay to the far right when moving through hallways. There will be no stopping or congregating in hallways.
- Staff will help monitor the hallways to promote social distancing practices.
 - When possible, teachers assist in moving students through hallways during passing period (teachers at their doors)
 - The passing period before a teacher’s conference (7 minutes - includes one minute after tardy bell) is spent sweeping hallways.
- Students are expected to observe and follow hallway traffic flow directions while maintaining social distancing guidelines.
- Students and staff must wear cloth or paper face mask at all times in the halls and in classrooms and avoid gathering in large groups during passing periods.
- Students should immediately report to their next class and not congregate in the hallway.
- Soft seating will be removed from common areas.
- Clinic will have one-way traffic flow.

Lunches: Students will be expected to follow campus guidelines for cafeteria procedures.

- Students will be seated according to a seating plan for students consistent with social distancing guidelines:
 - Using table dividers all students face same direction (approximately 8 per table) approx. 400 seats available.
 - Decals on walls for lines with physical divider in order to remain 6 feet apart while in line for food.
 - Students use ID whenever possible to purchase lunch.
 - System of allowing tables to move to lines for food in order to maintain social distancing guidelines.
 - One way in cafe and exit is divided (large opening).
 - Exiting cafe by side hall or outside to disburse numbers.
 - Rope off areas so students do not cross pattern of traffic.
 - Hand sanitizing stations will be available at entrances and inside cafe as well as at exits and along hallways on the way to classes throughout the building.
- Additional Lunch Spaces as Needed- In order to reduce the number of students in the cafe, other spaces could be utilized:

- Outdoor seating when available and weather permitting.
 - Auditorium for students that bring lunch (approximately 300 seats available).
 - Library for Non-Eaters.
- Online Learner will have the opportunity to pick up lunch and next day breakfast from 11:00 to 12: 00 each day in South Side Circle (Red Door by Cafe). ID and payment will be required if they are not Free Lunch. Must have ID or know ID number.

Hand Sanitizing Procedures

- Students will be expected to use hand sanitizer on the way into the classroom.
- Students will be expected to use hand sanitizer on the way out of the classroom.
- While in the classroom, hand sanitizer will be made available.
- Students will be expected to use hand sanitizer when leaving the restroom and before and after eating.

Water Fountain Procedures

- Students will be expected to use water bottle filling stations using their own reusable water bottle.
- Water drinking fountain will have cover over the spout to prevent students from directly using the water fountain.
- There are 4 water bottle refilling stations in the building.

Bathrooms and Locker Rooms:

- Social distance in restrooms when applicable.
- Tape off Urinals and Sinks to maintain social distance.
- Outside Doors to restrooms open when possible.
- Hand Sanitizers placed inside and outside of restrooms.

Holding Room:

- Immediately separate students that show COVID-19 symptoms until they can be picked up by parent or guardian.
- Nurse will establish well and sick areas for students upon entering the clinic.
- H102 used as Holding Room for any person with COVID-19 Symptoms to wait if needed.
- Collaboration with nursing staff to align clinic procedures with campus procedures in holding room and in clinic.

Classroom Procedures:

- First day of face-to-face instruction will include campus practices for safety precautions and COVID-19 procedures. This video will be shown in English Classes.
- Teachers will maintain social distancing and face coverings inside classrooms.
- Teachers will record daily attendance from the categories as described by TEA guidelines (in person, asynchronous online, synchronous online).

- If students have more than 2 absences in a row, the teacher will contact home. If a student has more than 4 absences in a row, the administrative team will contact home. Student progress will be monitored and campus personnel will make contact with parent/guardian if students are not participating.
- Teachers will monitor and ensure classroom surfaces are cleaned with appropriate campus provided disinfectant wipes.
- Teachers will create seating charts for every class period that will be readily accessible to administrative staff for contact tracing purposes.
- Students will not sit face-to-face.
- Hand sanitizer will be readily available in classrooms and in hallways throughout the building.

Skyward Information:

This short video explains how to access important Skyward information for parents:

[Technology Update 2020: What you need to know to get started! \(video starring Dave Lambson\)](#)

If this video does not answer your questions, and there is a technical issue, students and parents can start a help ticket by emailing: helpdesk@birdvilleschools.net

- Please include as much info as possible including
 - Student name
 - Student ID#
 - Teacher
 - Course
 - Description of the problem

Canvas Classroom Information:

The “Students Canvas Hub” steps students through how to log in and utilize Canvas. This Student Hub can be located using this link:

[Secondary Student Hub for Canvas](#)

**Student classes will be shown once teachers activate their classrooms.

Parents will have access to a “Birdville Canvas Parent Hub” that will allow parents to see how Canvas works as BISD’s Learning Management System. The Parent Hub can be located using this link:

[Parent Hub for Canvas](#)

Classroom Engagement:

- Regardless of the mode of delivery: Face-to-Face or Online Learning, BISD is committed to a safe learning environment that is responsive to student needs and social emotional well-being.
- Rigorous daily interaction of face-to-face or remote meetings includes instruction that engages students in classroom activities for the purpose of mastering content.

- All classes will utilize Canvas as the classroom management platform for both Face-to-Face and Online Instruction.
- Students will access Canvas through the BISD Portal with their username and password.
- Teachers will post assignments, class expectations, videos, and meeting times in their Canvas class.
- Student progress in content indicates level of engagement. If students are not progressing, every effort of communication to families will be utilized. Teachers will contact home utilizing: google text, phone calls, zoom conferences, and email contact as well as messages to students and parents through the learning platform.
- Teachers will follow all necessary accommodations for student learning needs regardless of the delivery mode (Face-to-Face or Online Learning).
- If teacher contact is not successful, teachers will submit names of students to the “Not Progressing” google document for administrative contact and assistance. Every effort will be made by campus personnel to connect to parent/guardian to inform family if students are not progressing.

Teacher Grading:

- All asynchronous assignments will be graded using the District grading policies (see Grading Handbook).
- All asynchronous assignments will align to the TEK.
- Asynchronous teachers must do progress monitoring and provide weekly feedback that is specific to each student’s progress.
- Asynchronous teachers will be required to have the same number of assignments for grades that Face-to-Face teachers have during each grading period.
- Asynchronous teachers will be required to do progress reports at the end of the third week just like face-to-face teachers do.
- Asynchronous teachers must enter all grades into Canvas and then sync assignments/tests for grades with Skyward, because Skyward is the official place for grades and attendance.
- Teachers will use AWARE, AP Classroom, Edgenuity, eDynamics, and Go-Guardian to reduce academic dishonesty.
- Face-to-face teachers and Asynchronous teachers will be encouraged to collaborate within PLCs to develop major assessments/assignments that are similar, aligned to TEKS, and of the same cognitive rigor.
- Testing procedures will be practiced and developed by classroom teachers with students enrolled in asynchronous learning to ensure academic integrity.

Students Going to BCTAL Procedures:

BCTAL buses run throughout the day. Schedule and number of buses developed by Transportation and BCTAL.

- Students will follow all transportation rules for riding the bus.
- Number of buses determined by Transportation
- Students must have cloth or paper face mask to board bus and must remain on the entire bus ride.

- Campus will monitor students to ensure they go directly to bus stop and that bus stop is maintained for social distance.

Transportation:

- Students will not be allowed on board the bus without being registered for the bus.
- Information on transportation for a student that qualifies and is registered for transportation is uploaded into skyward daily for parents to review.
- All drivers and students must wear masks (paper or cloth) while on the school bus.
- Bus routes will run at regular capacity.
- Students who are sick or have cold/flu like symptoms will not be permitted to ride the bus.

Cleaning:

- Between a.m. / p.m. campus drop off, staff will spray and wipe down seats and highly touched surfaces/items with disinfectant spray.
- Bus seating will be disinfected after each bus route.
- Weather conditions permitting, various bus windows and roof hatch will be opened to allow outside air to circulate.
- Deep Disinfecting with electrostatic spraying of bus interiors will occur twice weekly.
- Morning Boarding Bus Procedures
 - Students should practice social distancing as they approach and board the bus.
 - Students and staff must wear a mask when boarding and for the duration of the bus ride.
 - Hand sanitizer available when boarding.
 - Students will seat starting from the back row moving forward.
 - Siblings and students within the same household should sit together
 - Bus in motion rules: Standard BISD rules apply.
 - Students should not share food, drinks, or personal devices.
- Unloading at Campus
 - Unloading of bus from front to back.
 - Students follow social distancing and campus guidelines.
 - Hand sanitizer available upon exiting.
- Afternoon Campus Boarding Procedures
 - Students should practice social distancing as they approach and board the bus.
 - Students and staff must wear a mask when boarding and for the duration of the bus ride.
 - Hand sanitizer available when boarding.
 - Students will seat starting from the back row moving forward
 - Siblings and students within the same household should sit together
 - Bus in motion rules: Standard BISD rules apply.
 - Students should not share food, drinks, or personal devices.

Fishcamp:

Richland student groups assisting: Student Council and NHS

- Sept. 4 (Alpha Groups TBD)

- Group 1 - 8:15 - 9:00 (doors open at 8:00 a.m.)
- Group 2 - 9:45 - 10:30 (doors open at 9:30 a.m.)
- Group 3 - 11:15 - 12:00 (doors open at 11:00 a.m.)
- Group 4 - 1:15 - 2:00 (doors open at 1:05 p.m.)
- Group 5 - 2:45 - 3:30 (doors open at 2:30 p.m.)
- Breakout Areas for each group:
 - Auditorium Entrance
 - Front Main Entrance
 - Omni Entrance
 - Gym Entrance
- Will include:
 - Character Strong Component
 - COVID-19 Procedures
 - Richland Royal Community
- Video concerning all procedures for reference will be produced and put on RHS website for all students to review prior to Face-to-Face instruction.

UIL Activities will follow UIL Protocols

Coaches will adapt plans accordingly to UIL Practices and Protocols as published.

- Coaches will create plan for games concerning attendance by fans

Physical Education:

- Locker rooms - will not be utilized for PE.
- Activity Locations – Students work on Online PE course during the class period, but activity completed at home. Locker rooms will not be utilized. Students will have specific spots to work that are distanced.

Online Learners that come to campus for participation in Fine Arts/Athletics period during the day or practices that might be held after school:

- Any online student coming to school for class or practice will complete electronic health questionnaire before being allowed to participate. Google form produces a roster of these students by day and time. Students are not permitted to participate until successfully completing this document.
- Student ID's indicate if a student is an Online Learner or a Face-to-Face student so all hall monitors can differentiate between types of students.
- Students will show completion of form to any hallway monitor.
- Teacher/Coach will ensure student is accounted for accurately in daily attendance and that they have completed the electronic questionnaire before entering class or practice.
- The electronic questionnaire that is completed will create a google document that has time stamp of arrival.
- Students must leave campus as soon as the class or practice is completed.

- If students have multiple classes that are not back to back, the expectation is the student will not remain on campus. Schedules will be examined for possible campus implications and practices.

Athletics:

All athletic classes and practices will utilize the EDGE protocols used for summer activities:

- Online students arrived dressed for practice
- Online student entrance will be by gym doors or field house (depending on sport)
- Temperature Check upon arrival (for Face-to-Face and Online students)
- Online Form completed before class (for Face-to-Face and Online students)
- If class is during the school day: after practice, online students leave immediately (no locker room access)
- If practice is before school: Online Learners leave immediately (no locker room access)
- If practice is after school: All students leave immediately (no locker room access)
- Locker rooms will be sanitized with coach supervision in between different sports
- Inclement Weather Plan for Athletic Classes that occur during the day:
 - All spaces will be utilized so that students are divided into smaller numbers in areas: gyms, weight room, locker room, film room, coaches classrooms.

Fine Arts Class Procedures:

- **Band**
 - Any online student coming to school for class or practice will complete electronic health questionnaire before being allowed to participate. Google form produces a roster of these students by day and time. Students are not permitted to participate until successfully completing this document.

School Day/Indoor Rehearsal - Face-to-Face or Online Learners

- Students must wear a face mask when not playing their instrument. Fine Arts is currently working to purchase bell covers and other protective measures for all our instrumentalists.
- Students must stand/sit 10' apart anytime they play their instrument (excluding percussion and color guard, they may remain 6' apart while ALWAYS wearing their mask) and must face the same direction.
- The indoor rehearsal space never exceeds 50% capacity. We utilize all our rehearsal spaces to separate students to best mitigate the buildup of aerosol contaminants.
- Trashcans are spaced throughout the rehearsal rooms for brass musicians to empty their condensation into as opposed to directly on the floor.
- Though not required, we have used spray bottle sanitizer and paper towels at the end of each rehearsal so students can wipe down their music stand or any other shared equipment before leaving.

After School/Outdoor Rehearsal

- Students must wear masks when not playing their instrument. Fine Arts is currently working to purchase bell covers and other protective measures for all our instrumentalists.
 - Students must stand/sit 10' apart anytime they play their instrument (excluding percussion and color guard, they may remain 6' apart while ALWAYS wearing their mask) and must face the same direction.
 - Students complete a health questionnaire (similar to athletics, modified for fine arts) before being allowed to participate. Google form produces a roster for each after school rehearsal. Students are not permitted to participate until successfully completing this document.
- **Choir** – All three high schools are working together to unify practices in the program as well as working with the Director of Fine Arts.
 - Any online student coming to school for class or practice will complete electronic health questionnaire before being allowed to participate. Google form produces a roster of these students by day and time. Students are not permitted to participate until successfully completing this document.
 - Students will be expected to wear a cloth or paper face mask at all times.
 - Students' masks will be secured *before* entering the choir room.
 - Students will enter the choir room in the door directly across from F121 (Theory room) and exit the doors closest to F134 (Band Hall 1).
 - Once in the room, students will sanitize their hands and proceed to their assigned seat with their belongings.
 - At the bell, once seated, students will not be permitted to wander or congregate for any reason.
 - Based on the aerosol studies by the Univ. of Colorado and NFHS, students will sing with their masks on for a maximum of 30 minutes.
 - Singing time will be divided up with various independent learning activities (rhythm, theory, sight reading).
 - At the end of class, students will sanitize their area (chair and stand) and then wait for the bell to ring.
 - When dismissed, students will exit the choir room near F134 in an organized fashion.
- **Theatre**
 - Any online student coming to school for class or practice will complete an electronic health questionnaire (similar to athletics, modified for fine arts) before being allowed to participate. Google form produces a roster for each after school rehearsal. Students are not permitted to participate until successfully completing this document.
- **Theatre I, Advanced Theatre, Musical Theatre**
 - Cloth or paper face masks at all times.
 - Use of black box and/or stage as alternate space for social distancing if classroom space is not sufficient for class size.

- Limit the need for furniture to provide more area for students - chairs only and as needed.
- Potential use of outdoor spaces for physical activities.
- **Tech I**
 - Cloth or paper face masks at all times.
 - Social distancing to the best of the classroom's ability.
 - No sharing of tools or items.
 - No sharing of protective gear.
- **Advanced Tech**
 - Utilizing alternative spaces and social distancing as needed.
 - Work in groups of 3 or less with cloth or paper face mask at all times.
 - Sanitization as needed for surfaces.