



# Roosevelt Elementary School



**2020-2021**

**Re-Opening Safety Plan**

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# 2020-2021 Re-Opening Safety Plan



The following plan was based on CDC, TEA, and Edgewood District Guidelines with the input of the Leadership Team of Roosevelt Elementary. Decisions about maximum capacity per classroom and common areas used was based on room dimensions and local guidelines for the safety of all students, faculty, and staff.

## Section I: Facility Safety Plans

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### Campus and Classroom Capacity

Based on total capacity of available classrooms and large areas, 385 students and 18 general education teachers can inhabit the building at one time while maintaining social distancing regulations, however, there are only 18 classroom teachers (not including resource and Life Skills teachers). Therefore, the following daily capacity will be necessary to provide each student 3.5 hours of face to face instruction daily during the instructional day:

No more than 200 students will attend school at any one given time for instruction facilitated by the following employees:

- 18 Gen Ed Teachers, K – 5
- 1 Life Strides Teacher, 1 Dyslexia Teacher, and 1 SPED Resource Teacher to provide required accommodations and modifications as per IEPs for SPED students
- 3 Specials Teachers to provide daily conference periods
- 6 Teacher Assistants (3 SPED) to assist with holding areas, entrance/exit procedures, and lunch coverage for teachers
- 2 Administrators, 1 Counselor, and 1 Literacy Coach
- 3 Office Staff Members
- 3 Custodians
- 1 Nurse
- 6 Cafeteria Workers
- 47 Staff Members not including district staff housed at Roosevelt such as Speech Therapists, LSSP, ARD Facilitator, Parent/Family Liaison, and After School Program Manager.

## School Map - Color Coded Indicating Capacity

All classrooms in the building where Room Numbers are **Green** will be used at a maximum capacity of a 10:1 ratio; 10 students and 1 teacher. Availability of desks/tables that accommodate 6 ft. of social distancing are available in each classroom marked with a **YES**.

Other rooms in the building that **CANNOT** hold students and teachers at 10:1 ratio have Room Numbers highlighted in **Yellow**.

Each hallway is labeled with the grade level to indicate capacity for social distancing.

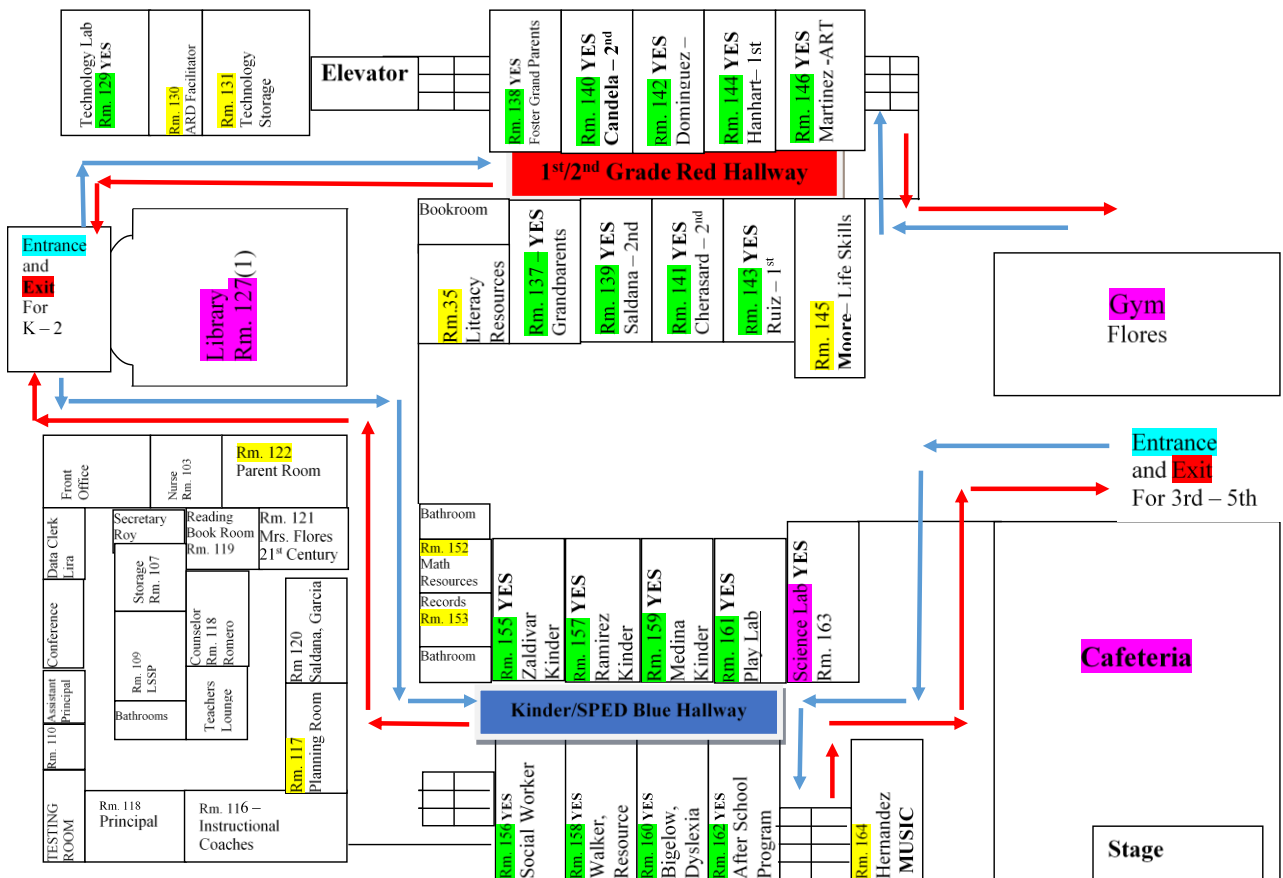
Large spaces that are non-classrooms with a greater capacity to hold more than one group (10:1) are highlighted in **Pink**. These spaces include the following:

Cafeteria: 4 Groups    Library: 2 Groups    Gym: 4 Groups    Computer Lab: 2 Groups

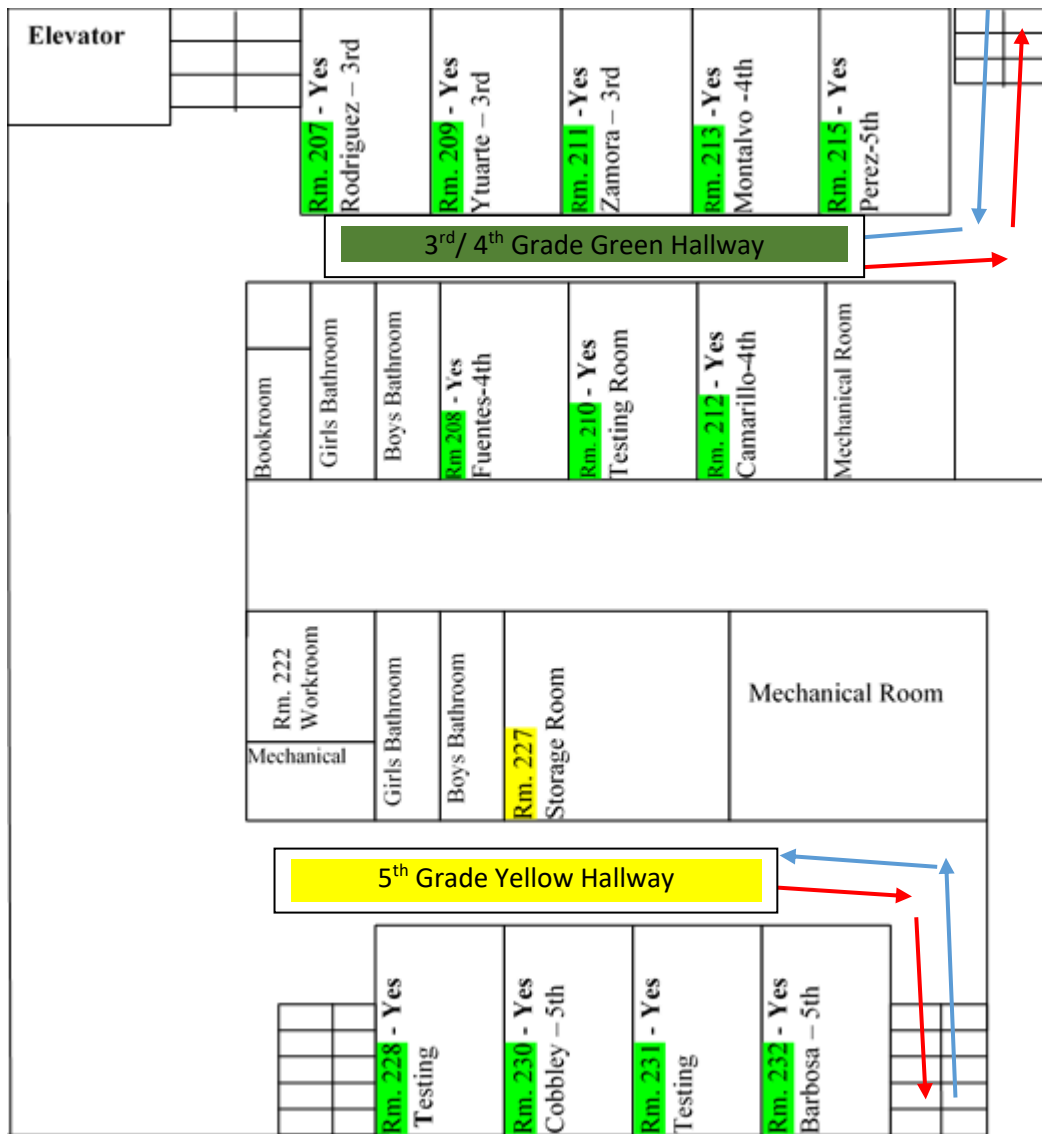
Science Lab: 1 Group

Entrances/Exits have been color coded in **Blue** and **Red**, respectively.

## Roosevelt ES – First Floor



## Roosevelt ES – Second Floor



### Entrance/Exit Procedures

Entrances are color coded in **Blue** and exits are marked in **Red**.

K – 2nd will enter through front doors, Kinder through East door and 1st/2nd through West door.

3rd – 5th enter through back door next to the cafeteria, 3rd/4th goes to right-side of the building (West) up the stairs to the second floor; and 5th grade goes to the left-side of building (East) up the stairs to the second floor.

## **Sanitizing Stations & Health Check-in Stations**

There will be 3 tables, one for each grade level facilitated and monitored by 2 adults and assignments will be made as follows:

**Front Door** - (Kinder, 1<sup>st</sup>, and 2<sup>nd</sup> Grade entrance/exit)

2 SPED TAs, Bilingual TA, Nurse, Principal, Counselor, Art Teacher, and Office Clerk

**Back Door** - (3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> Grade entrance/exit)

3 TAs, AP, Literacy Coach, PE Teacher, and Music Teacher,

## **Hallways- Flow of Traffic**

Kinder, 1<sup>st</sup> and 2<sup>nd</sup> Grade students will follow one pathway to enter/exit building through the front of building and will use the restrooms in their rooms. They will never cross paths with 3<sup>rd</sup> – 5<sup>th</sup>. Kinder will use the Front East entry door and 1<sup>st</sup>/2<sup>nd</sup> will enter through the Front West door not crossing paths with Kinder.

Third, Fourth, and Fifth Grade students will follow one pathway from the back entrance to their classrooms and will not cross paths with K-2<sup>nd</sup>. All 3<sup>rd</sup>/4<sup>th</sup> graders will follow one path to the right of the building (Westside) and 5<sup>th</sup> graders will follow a different path to the left of the building (Eastside) not crossing paths with 3<sup>rd</sup>/4<sup>th</sup> graders. Third/fourth graders will share restrooms in their hallway while 5<sup>th</sup> grade will have their restrooms.

As students move through the hallways to exit the building for dismissal, there shall be no more than 1 group of 11 facing each direction of the building to comply with safety regulations. Each hallway is 128 feet long and 8 feet wide accommodating 2 groups facing each direction in the hallway.

## **Isolation Rooms**

Room 122/137 for Kinder through 2<sup>nd</sup> and Room 228 for the upper grades have been designated as Isolation Rooms. If a student or staff member becomes ill, the nurse will assess the symptoms and confirm that isolation is necessary. Symptoms that will deem a child or employee as potentially infected include the following:

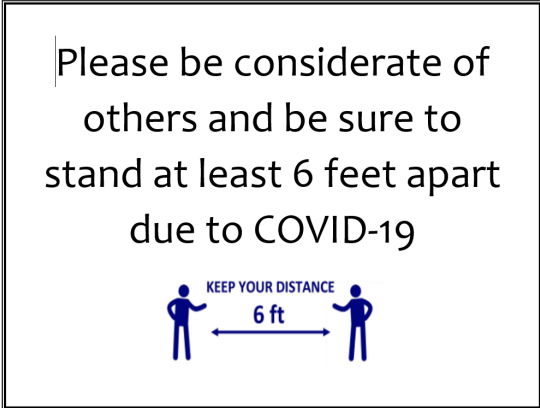
- New onset or worsening cough;
- Shortness of breath;
- Fever of 100 degrees Fahrenheit;
- Chills, muscle ache;
- Headache;
- Sore throat; and/or
- Loss of taste or smell

In the case of a student, the parent will be contacted immediately and asked to pick up the child as soon as possible. All employees in contact with a potentially infected person, will be asked to maintain social distancing of 6 feet and wear appropriate PPE including facial masks and glove. In the case of an employee, the employee will be sent home immediately.

**Restrooms:** All Kinder, First and 2<sup>nd</sup> Grade classrooms are equipped with their own restrooms. Third and fourth grade classes will share the hallway restrooms, which will be assigned by classroom to ensure that there are no more than 2 students in the restroom.

**Safety Signage**

Safety signage will be posted throughout the interior and exterior of the building to remind all staff, students, and faculty that we must be following CDC regulations at all times.



# GERMS

are all around you.

Stay healthy.  
Wash your hands.

www.cdc.gov/handwashing

CDC

CS29496-F

# Los MICROBIOS

están por todos lados.

Mantente sano.  
Lávate las manos.

www.cdc.gov/handwashing/es

CDC

CS29496-F

## CORONAVIRUS (2019-nCoV)

### SYMPTOMS



### Please wear a cloth face covering.

6 ft

Maintain a distance of 6 feet whenever possible.

cdc.gov/coronavirus

CDC

10/28/2020

### Por favor use una cubierta de tela para la cara.

6 pies

Mantenga una distancia de 6 pies cuando sea posible.

cdc.gov/coronavirus-es

CDC

10/28/2020

### Stop the Spread of Germs

Help prevent the spread of respiratory diseases like COVID-19.

6 ft: Stay at least 6 feet (about 2 arms' length) from other people.

Cough/Sneeze: Cover your cough or sneeze with a tissue, then throw the tissue in the trash and wash your hands.

Public Face Covering: When in public, wear a cloth face covering over your nose and mouth.

No Touching Face: Do not touch your eyes, nose, and mouth.

Clean/Disinfect: Clean and disinfect frequently touched objects and surfaces.

Stay Home: Stay home when you are sick, except to get medical care.

Wash Hands: Wash your hands often with soap and water for at least 20 seconds.

cdc.gov/coronavirus

10/28/2020

# ¡LÁVATE las MANOS!

¡Aunque las manos se vean limpias pueden tener microbios invisibles!

Moja (Wet), Enjabona (Get Soap), Restriega (Scrub), Enjuaga (Rinse), Seca (Dry)

www.cdc.gov/handwashing

CDC

10/28/2020

# Wash YOUR HANDS!

Wet, Get Soap, Scrub, Rinse, Dry

www.cdc.gov/handwashing

CDC

10/28/2020

### Cómo usar y quitarse una cubierta de tela para la cara de manera segura

Asesoría: <https://www.cdc.gov/coronavirus/2019-ncov/protecting-yourself/face-coverings.html>

#### USE SU CUBIERTA DE TELA PARA LA CARA CORRECTAMENTE

- Llévese las manos antes de ponerse.
- Prepárese de manera que le cubra la nariz y la boca y quede ajustada debajo del mentón.
- Tále de que se ajuste bien contra los lados de la cara.
- Asegúrese de que pueda respirar fácilmente.
- No lo ponga una vez más si a un ritmo menor de 2 días.

#### USE LA CUBIERTA DE TELA PARA LA CARA PARA AYUDAR A PROTEGER A LOS OÍDAS

- No use una cubierta de tela para la cara para ayudar a proteger a los demás en caso de que usted esté infectado, pero no tenga síntomas.
- Déjelo puesta todo el tiempo que esté en un lugar público.
- No se la quite del cuello ni se la doble sobre la frente.
- No se la toque, si lo hace, límpiese las manos.

#### PRACTIQUE HÁBITOS DE SALUD COTIDIANOS

- Manténgase al menos a 6 pies de los demás.
- Evite el contacto con las personas que estén enfermas.
- Lávese frecuentemente las manos con agua y jabón por al menos 20 segundos cada vez.
- Use un desinfectante de manos si no hay agua y jabón disponibles.

#### QUÍTASE LA CUBIERTA DE TELA PARA LA CARA CON CUIDADO, CUANDO ESTE EN CASA

- Quítela abarcando los lados que se atan detrás de la cabeza o retirando las bandas elásticas que se pegan en las orejas.
- Sólo toque los tiras o bandas elásticas.
- Doble la cubierta de tela para la cara juntando las esquinas exteriores.
- Meta la cubierta en la lavadora de ropa.
- Lávese las manos con agua y jabón.

La cubierta de tela para la cara no es una barrera física ni respaldada por el CDC, los cuales no deben ser usados para los trabajadores de atención médica y demás personal médico de respuesta a emergencias.

Para ver instrucciones sobre cómo hacer una cubierta de tela para la cara, consulte: [cdc.gov/coronavirus-es](https://www.cdc.gov/coronavirus-es)

CDC

10/28/2020



# Section 2: Daily Safety Plans

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## Cleaning Protocols - (Based on CDC Guidelines-Needs Review from EISD)

There are three lines of defense to decrease the spread of pathogens in a school environment: 1) Personal hygiene, 2) Regular cleaning procedures, and 3) Proper disinfection and sanitizing procedures.

- 1) Personal Hygiene** -The spread of pathogens can be minimized in schools by employing good personal hygiene, regular cleaning and the proper use of disinfectants. The use of good personal hygiene by students, staff and visitors can greatly reduce the spread of pathogens in the school.  
**Proper hand-washing hygiene and sanitization** - All building occupants will have access to adequate soap, water and drying mechanisms (air dryers or paper towels). Adequate training and signage on proper hand-washing techniques are posted throughout the school. Explicit training for handwashing will be provided by the school nurse and monitored by supervising adults. In addition, sanitation stations will be placed outside of classrooms to include alcohol-based sanitizer.
- 2) Cleaning**- Removes germs, dirt, and impurities from surfaces or objects. Cleaning works by using soap and water to physically remove germs from surfaces. This process does not necessarily kill germs, but by removing them, it lowers their numbers and the risk of spreading infection (CDC, 2016).
- 3) Disinfecting** - Kills germs on surfaces or objects. Disinfecting works by using chemicals to kill germs on surfaces or objects. This process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface after cleaning, it can further lower the risk of spreading infection (CDC, 2016). **Sanitizing** - Lowers the number of germs on surfaces or objects to a safe level, as judged by public health standards or requirements. This process works by either cleaning or disinfecting surfaces or objects to lower the risk of spreading infection (CDC, 2016).

All surfaces and “hot spots” in common areas (Lounge, Cafeteria, Gym, Main Hallway, and Office Entrance), classrooms, and offices will be routinely disinfected and sanitized throughout the building by designated individuals to including the following:

- All Furniture
- Elevator and Stair Rails
- Doors including knobs and handles
- Shared materials (e.g., art supplies, PE equipment, library books, laptops)

Daily cleaning protocols including expectations for student hand-washing will be implemented throughout the building. Each area of the building will be disinfected by the following individuals:

**Custodians** will continue to generally spray all classrooms to disinfect and sanitize the building twice daily after student dismissal and after staff leave the building to include:

- Door knobs and handles
- Stairs railings
- Light switches
- Restrooms
- Common areas (Lounge, Cafeteria, Gym, Main Hallway, and Office Entrance)

**Teachers** will disinfect and clean classrooms daily by wiping down surfaces including:

- Tables
- Desks
- Chairs
- Classroom materials/supplies
- iPads/Laptops

**Office staff and Administration** will disinfect and clean office areas daily by wiping down:

- Counters
- Desks
- Chairs
- Doors
- Other surfaces

### **Classroom Procedures**

Each homeroom teacher will be responsible for their own classrooms and disinfect their rooms daily. Students will be required to wash their hands or use sanitizer as follows:

- Before/ After restroom use
- Before/ After breakfast and lunch
- Before/ After using materials, manipulatives and other shared supplies.

### **Meal Distribution - Schedule**

7:15 AM Students begin arriving to the Campus

7:15 AM – 7:45 AM Breakfast in the Classroom (Students report to the classroom)

7:30 AM First Bell (Teachers report to classrooms)

7:45 AM Tardy Bell/Instruction Begins

10:55 – 11:25 Kinder/1<sup>st</sup> Grade Lunch

11:30 – 12:00 2<sup>nd</sup>/3<sup>rd</sup> Grade Lunch

12:05 – 12:35 4<sup>th</sup>/5<sup>th</sup> Grade Lunch

### **Safe Training for Staff and Students**

All Teachers will be trained upon return before the first day of school. The training agenda will include CDC, TEA, and District Guidelines. There will be routine expectations regarding personal hygiene and proper handwashing for both adults and students. Teachers will be responsible for training their homeroom students on personal hygiene and disinfecting routines in the classroom. Explicit training for handwashing will be provided by the school nurse. Cleaning, disinfecting and sanitizing classrooms will be conducted twice daily after each group.

All employees and students are expected to follow CDC and State Guidelines for entering the building each day. All expectations will be followed by students and modeled by all employees:

- Check in at screening table
- Get temperature taken
- Sanitize hands upon entrance
- Wear a face mask
- Frequent hand washing throughout the day
- Staff and students will wash hands before/after meals and before/after restroom use.
- All teachers and students will use hand sanitizer before/after use of devices, manipulatives or other shared materials.

### **Student Pick-Up/Drop-Off Procedures**

All Kinder, First, and Second Grade students will be dropped off and picked up in the front. Parents will have to stay in their vehicles during drop off and pick up times. There will be 2 assigned check-in monitors per grade level and a screening table for each grade level to facilitate the check-in process. Students will enter & exit in predetermined patterns by grade level to avoid cross-contamination. Upon entering and exiting the building, hallway traffic will be staggered to maintain social distancing standards. Walkers will also be screened at screening stations. Parents must wait outside the building during the screening process.

#### **Drop Off**

Students will have to check in by following these procedures:

- Sign-in
- Have temperature taken
- Sanitize hands
- Verify that each person is wearing a properly fitting mask
- Provide a mask if the child does not have one
- Students will be reminded to follow social distancing guidelines.
- Students will follow their designated pathway to class.

#### **Pick Up**

Teachers will lead students to their pickup areas following social distancing guidelines. There will be no more than 2 clusters of 11 in the hallway at one time.

Parents will stay in their vehicles until students are released and directed to their cars.

Bus riders will be screened prior to loading the bus after school each day.

# Section 3: Student Learning and Scheduling

## 2020-2021 EISD District Calendar

**Edgewood Independent School District**  
**2020-2021 ACADEMIC CALENDAR**

July 2020						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2020						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2020						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October 2020						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November 2020						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2020						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

**EDGEWOOD**  
INDEPENDENT SCHOOL DISTRICT  
*San Antonio*  
PROFESSIONALISM • ACCOUNTABILITY • COMMUNICATION

**Legend**

- Staff Development
- Teacher Workday
- Early Release/Teacher Workday
- State Assessment
- Beginning/End of 5 Weeks
- Intercession/Make-Up
- District Holiday/Closure
- Technology Boot Camp

July 28-30 New Teacher Academy

**Holidays**

- Sept. 7 Labor Day
- Nov. 23-27 Thanksgiving Break
- Dec. 21-Jan. 1 Winter Break
- Jan. 16 MLK Day
- Mar. 8-12 Spring Break
- Apr. 2 Easter Break
- Apr. 23 Battle of Flowers
- May 31 Memorial Day

**Instructional Minutes**

Elementary School	83,700
Middle School	85,400
High School	86,400

**Regular School Hours**

Early Childhood Centers	7:45 am - 3:30 pm
Elementary	7:45 am - 3:30 pm
Middle School	8:15 am - 4:15 pm
High School	8:30 am - 4:30 pm
Fine Arts Steam Campus	8:45 am - 4:45 pm

**ACE School Hours**

Perales	7:45-4:15 pm
Gus Garcia University School	8:00-4:45 pm

January 2021						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 2021						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

March 2021						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2021						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

May 2021						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

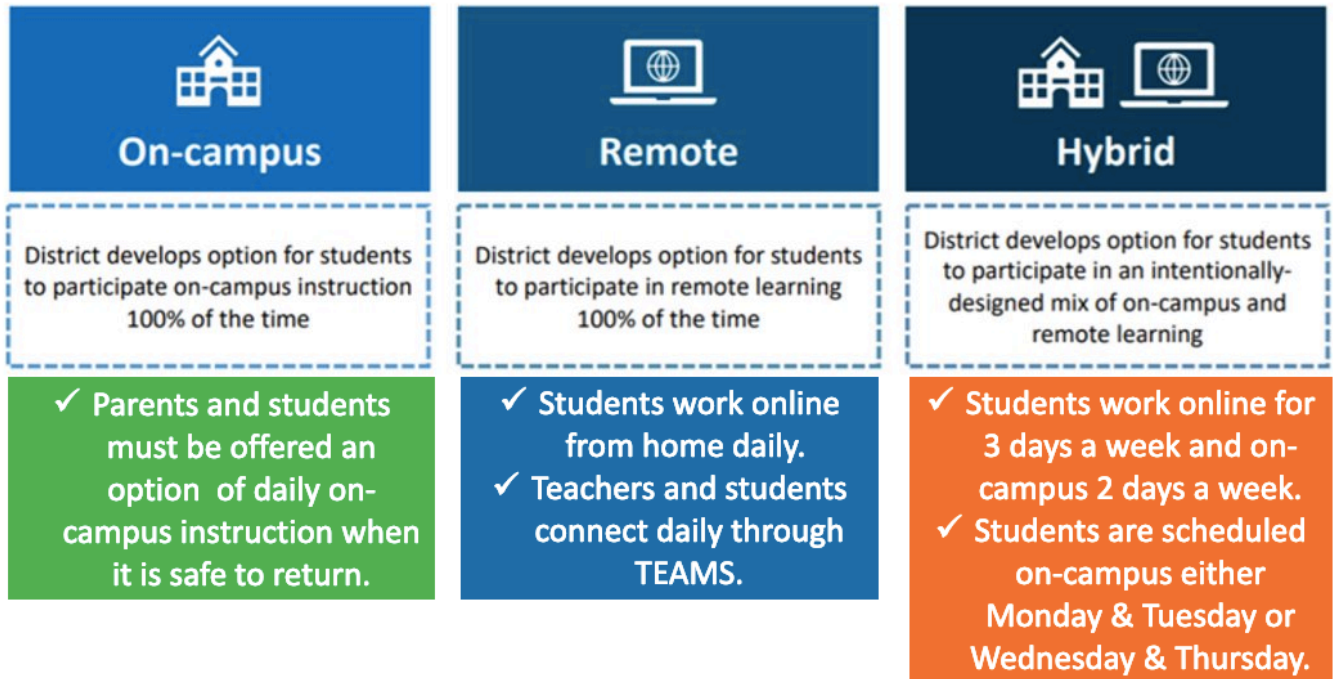
June 2021						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

5358 W. COMMERCE ST.  
SAN ANTONIO, TX 78237  
[www.eisd.net](http://www.eisd.net)

Approved by the Edgewood ISD  
Board of Trustees on  
July 21, 2020

210-444-4500 voice  
210-444-4548 fax

## EISD Instructional Models



We will have three groups: Virtual, Blended, and Face to Face Instruction only. According to our data, 70% of our students will receive blended; 25% will be virtual learners, and 5% would require face to face instruction only with technology assistance provided at school due to lack of engagement, or no available family support for online learning.

As per district suggested guidelines, students will report to school daily, Monday through Thursday, for 3.5 hours of face to face instruction and Friday off with virtual instruction from home. Daily attendance will be expected of all students. For those participating in Blended Learning or Face to Face Instruction only, attendance will be taken at school. Virtual learners will be expected to check in on Seesaw daily and turn in assignments by Friday.

### On Campus Learning

Those general education students who were not engaged at home (5%) due to lack of family support and resources would be the best candidates for face to face instruction (in-person) learning. Also, life striders students and SPED students with severe learning disabilities would be priority candidates for in-person learning.

Partner teachers will switch classrooms and Specials teachers will rotate through classrooms to provide conference periods. The Dyslexia teacher and Resource teacher will pick up students and/or provide support in the classrooms according to their amended IEP schedules. Both SPED teachers have been moved to a more centrally located classroom and will follow specific pathways according to the students' grade level (ie. K-2 will travel through the front of building, while 3-5 will travel through the back) to walk to and from their classrooms.

## **Individual Student Learning**

Intercessions will be offered 4 times throughout the year to supplement regular instruction and provide interventions based on students' individualized needs. Students who are failing classes or are struggling with math and reading content mastery will be prioritized to attend Intercession programs. Teachers will provide input and nominate students for participation. A parent conference with the Teacher, RTI Coordinator, Special Education Teacher (if applicable), and an Administrator will be required to obtain parent permission and explain expectations for attendance, and the completion of work to avoid failing grades for the grading period.

## **Daily Student Schedule - 2020-2021**

### **BELL SCHEDULE**

#### **Group A: K – 5 AM Group**

7:15 AM Students begin arriving to the Campus

7:15 AM – 7:45 AM Breakfast in the Classroom (Students report to the classroom)

7:30 AM First Bell (Teachers report to classrooms)

7:45 AM Tardy Bell/Instruction Begins

10 :55 – 12:30 Student Lunches by Grade Level

3:30 PM Exit transition with grab & go breakfast

# APPENDIX

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## **Texas Education Agency Updates and Resources**

<https://tea.texas.gov/texas-schools/health-safety-discipline/coronavirus-covid-19-support-and-guidance>

[https://tea.texas.gov/sites/default/files/covid/covid19-summer\\_program\\_operational\\_considerations.pdf](https://tea.texas.gov/sites/default/files/covid/covid19-summer_program_operational_considerations.pdf)

[https://tea.texas.gov/sites/default/files/covid/covid19-summer\\_program\\_operational\\_considerations.pdf](https://tea.texas.gov/sites/default/files/covid/covid19-summer_program_operational_considerations.pdf)

<https://tea.texas.gov/sites/default/files/covid/covid19-Training-and-Conditioning-Guidance-for-Non-UIL-Activities.pdf>

## **CDC WEBSITE:**

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>

## **EDGEWOOD ISD HEALTH UPDATES**

[https://www.eisd.net/health\\_update](https://www.eisd.net/health_update)