

Mescalero High Apache School



SAFETY PLAN
February 23, 2021

OUR SAFETY IS OUR KID'S SAFETY



High School Plan for Return

- Staff returns, Monday, February 22nd and students on the 23rd
- Families have the option to keep their high school students at home (remote) or in-person (live)
- Students will be in school Tuesday through Friday with Monday as teacher workdays
- Teachers will teach both in-person and remote students at one time utilizing technology and learning platforms available: Google Suites for Education, VIBE Boards, cameras, computers and Elmos
- Once they determine which option they choose, students cannot move to the other option until the end of the nine-week period, unless students have been diagnosed or been in direct contact with a positive person. Students will then go from in-person to remote for a 14 day quarantine.
- Athletes must attend in-person learning at school to play sports

Custodial Safety Plan

- Provide personal protective equipment (PPE) such as masks, gloves, face shields, hand sanitizer, wipes, etc. to each classroom
- Custodial Staff will be placed on staggered schedules to address nightly disinfecting and cleaning of all school buildings (individual classrooms)
- Signs will be posted on all doors regarding masking and other safety protocol
- High touch areas cleaned after every passing period (rails, knobs, water fountain, etc.)
- Bathrooms will be cleaned four (4) times per day and only two stalls will be available for use at any given time
- Specific directional movement will be identified with floor markings (feathers/clockwise) to ensure adequate separation between change of classes

Employee Safety Procedures

- **Sick leave arrangements:**
 - If you have COVID-like symptoms, such as sore throat/ headache/ fever/ chest pain/ earache, the employee should stay home and quarantine for 14 days until their COVID test results are *negative*. Employees who continue to work from home will not lose PTO. Employees who cannot work, due to the severity of the illness, will use PTO.
 - If the employee receives a negative test, they may return to work, unless they are in a home with a positive person
 - Employees who come in direct contact with a COVID positive person will quarantine until they receive a negative test result
 - If an employee becomes sick during the day, they must notify their supervisor and leave campus immediately.
 - If an employee has a positive COVID-19 diagnosis, the employee may return to MAS only after the employee has completed their 14 day quarantine.
- **Building Entry**
 - All staff must be at work promptly on or before 7:25 prior to student drop-off
 - All staff will take their temperature each day as they enter the building. If an employee has a temperature of 100.4 or higher, they must leave the building immediately and notify their supervisor.
 - Staff will report to their designated area to avoid socialization, unless they are assigned duty for that day

Employee Safety Procedures (cont'd)

- **PPE and Social Distancing Protocols**

- Cough/sneeze into your sleeve, preferably into your elbow. If you use a tissue, discard it properly and clean/sanitize your hands immediately.
- If you cough/sneeze do not remove your mask and sneeze in the direction away from people in the room.
- Consistently use hand sanitizer stations that are provided throughout the campus.
- Open the windows/doors regularly to ensure proper ventilation if necessary.
- Avoid touching your face, particularly eyes, nose, and mouth with your hands to prevent from getting infected.
- If you find yourself coughing/sneezing repeatedly, avoid close physical contact with your coworkers/students and take extra precautionary measures to distance yourself. If symptoms continue, step out of the classroom and have your temperature taken again for safety.
- Face masks are required on campus (additional PPE is at the discretion of the employee-ie. double masks, face shields, gloves, goggles, etc.).
- Follow social distancing procedures in and out of the classroom.
- Sanitation of classrooms will consist of disinfecting spray, wiping down desks, computers, knobs, personal supplies after each class period (by staff/students)
- Classrooms will be deep cleaned at the end of each day by the custodians.
- Cafeteria meals will be for students only. Staff is also encouraged not to share food. Employees and outside vendors are not allowed to sell food/items at school

Parent Safety Procedures

- Students should not be sent to school sick or running a fever. Children should be temperature checked each morning at home prior to boarding the bus or going to school in another vehicle. If a parent is called because their child is sick, arrangements **MUST** be made to have the student picked up immediately
- Students who are ill or sent home can access all of their classes remotely and attend through Google Classroom or Zoom Meetings
- Students should have available, each day, a clean mask and it should be worn when they leave home in the morning (snuggly covering their nose and mouth). Masks that have exhalation valves or vents, bandanas, neck gaiters and face shields without a mask are not mask substitutes.
- Parents should teach students that masks will be worn **ALL DAY**, except when eating.
- Parents should verify that students have school supplies and computers in cases with them as there will be no sharing and will not be provided by the teacher. Supplies and Chromebook covers were made available to all students.
- Parents are no longer allowed to drop off food/items for their students for safety reasons.
- Sick parents/guardians should **NOT** come to the school sick for **ANY** reason, even to pick up a sick child
- The back of the building is designated as the parent-drop off area and ill student pick up area

Student Safety Procedures

- Parents are not allowed to enter school with students. Parents must make an appointment to enter the high school through the secretary's office
- All sick student pick-ups will be in the back of the building
- Students who are sent home for failure to follow safety procedures will review the expectations with their parent/administrator upon return to school
- Students should limit backpack items to instructional materials and supplies, (laptops, cases and books, etc.). Students will not be assigned lockers and will carry their backpacks throughout the day. Athletes will be allowed to carry an additional bag to carry needed athletic supplies. To avoid theft, there should not be any additional items of value within the bags.
- Parents are no longer allowed to drop off food/items for their students for safety reasons. Students need to be responsible and remember to bring necessary items with them to school each day.
- Students need to bring their own water bottles already filled to school each day. Water fountains will be used to fill bottles only. The school will have water bottles/cups available if students need them.
- Students will need to bring their school issued supplies to school each day. Students who did not pick up their supplies will receive them when they come to school.

Student Safety Procedures (cont'd)

- Student returning to school for in-person learning MUST bring their books back to use in the classroom. Students needing to take a book home will be allowed to do so.
- Passing periods will be 10 minutes to allow for staggered release from classes
- Classrooms will be marked for seating to accommodate no more than 14 students
- All students have access to hand sanitizer, masks, disinfectant spray and wipes as they enter and leave the classrooms
- Students failing to follow safety procedures will be sent home and will not be allowed to return to school without a parent/administrator meeting. Continued defiance will result in remote learning placement for the rest of the school year. Bus privileges may be suspended or revoked if the safety procedures are not followed.
- As students leave any area (when the bell rings), they will be instructed to leave in an orderly manner and remain 6 ft apart at all times

Cafeteria Safety

- Students will have time to wash/sanitize hands prior to entering the cafeteria
- The serving line and tray-dump lines will be marked for social distancing
- Breakfast is from 7:30-8:05. Students arriving late should have already eaten breakfast.
- All tables will have seating marked for a max of 2-3 students per table
- Once students are seated, they will not be able to move from table to table
- Once students are finished eating, they must wear their masks
- Students not wanting to eat may sit outside, where tables are also marked
- Students will not stand in groups, but will socially distance
- Duty staff will monitor for social distancing practices in and out of the cafeteria
- As students leave the cafeteria (when the bell rings), they will be instructed to leave in an orderly manner and remain 6 ft apart at all times
- Serving staff will be separated from students with plexi-glass in the serving lines
- Clear shields will separate students at each table
- Staff will monitor both inside and outside of cafeteria for safety procedures
- Students who do not follow the safety procedures will be assigned a table to eat at and remain for the entire lunch period. Continued defiance will result in possible placement in remote learning.
- Students will be allowed to bring their own lunch from home but cannot share with others.
- Parents are no longer allowed to drop off food/items for their students for safety reasons.

School Campus Safety

- Social Distancing
 - Hallways will be marked for social distancing (feathers/clockwise)
 - Restrooms will accommodate two at a time and students will wait in line in the hallway while socially distancing
 - Classroom seating will be arranged and marked for social distancing
 - All classrooms will be equipped with additional PPE material
 - All staff will be required to enforce safety procedures
 - All teachers will be in classes/hallways to begin and end classes safely
 - Visitors, volunteers will not be allowed in the building without an appointment. Anyone entering must have their temperature taken and will be required to sign in for contact tracing purposes.
 - Parents are no longer allowed to drop off food/items for their students for safety reasons.

School Campus Safety (cont'd.)

- Staff will be assigned duty stations throughout the school day to ensure safety of students/staff
- Bell schedule has been modified to allow for 10 minute passing periods
- Classroom release will be monitored to ensure social distancing at all times
- Students need to bring their own water bottles already filled to school each day. Water fountains will be used to fill bottles only. The school will have water bottles/cups available if students need them.
- **School Gatherings**
 - Restrict all school gatherings: Assemblies, Open House, Prom, STEM activities, club meetings, Parent-Teacher Conferences, Teacher Trainings, Travel, etc. until restrictions have been lifted for large gatherings

Student Transportation

- Students will be required to wear masks that fit snugly on the mouth and nose on the bus and their temperatures will be taken, as they board, by bus aides. Masks that have exhalation valves or vents, bandanas, neck gaiters and face shields without a mask are not mask substitutes.
- If students are sick or running a fever, they will not be allowed to board the bus. The school will call to inform parents and students will be asked to return home.
- Students will be offered hand sanitizer as they board and/or exit the bus. Masks will be available if needed.
- Bus aides will take attendance each day to provide information for contact tracing. To assist, students will be given assigned seats (one per seat)
- Students will be socially distanced on the bus, one to a seat, with students monitored by the bus aide for social distancing and mask compliance.
- Family members living in the same household will be allowed to sit with each other on the bus.
- Students will be picked up and dropped off at the **same bus stop**. Students will be required to ride the same bus each day, so requests need to be made if students live in multiple households. Bus notes will not be accepted. Parents may call the school to inform students that they will be picked up after school.

Student Transportation (cont'd)

- Loading and unloading of buses and student entry at school will be through the front drive through. Students will be released from buses and boarded by bus numbers for social distancing measures.
- Buses will be loaded and unloaded one bus at a time
- Students being dropped off at school by family members, walkers, and drivers of their own vehicles will park and enter the school at the back of building #4 to receive temperature checks. Students must NOT be dropped off or enter the school prior to 7:30 a.m. as no one will be on duty for temperature checks.
- Parents who are checking out students early and are not sick, can do so through the school secretary. The secretary must be called (464-5027) ahead of time.
- If you are bringing your child to school late, you will need to call the secretary upon arrival. A staff member will meet you at the door to take your child's temperature.
- Students will be dismissed from school by their bus number for social distancing (principal and or school secretary).
- All buses will be sanitized after each run.

Instructional Plan

- Teachers will begin each class reviewing safety procedures with the students on a regular basis
- Class sizes: Not to exceed 14 (this includes teacher and aide)
- Classes will run for 45 minutes each
- Teachers will teach both remote and in-person students every day at the same time, Tuesday through Friday
- Teachers will provide lessons tied to the CCSS and NGSS to all students; in-person and remote
- Teachers will utilize tiered intervention strategies to assist students in learning
- Teachers will use teaching methods that incorporate engagement activities that use different modalities and styles of student learning
- Parent/Teacher Conferences: Will be conducted through phone calls, zoom meetings, email, portfolios, etc.
- Assessments:
 - MAS will follow PED/BIE mandates for testing procedures for SY 2020/21 (BIE Unified Standards in ELA, Math and Science)

Special Education Program/Gifted

- Special Education and Gifted students will re-enter school as scheduled, with their peers
- IEP meetings as scheduled, in person if allowed, if not continue the phone/zoom IEPs as needed
- Related services (Speech/OT) will continue - (HS5 speech, 1 OT student)
- Continue having related services remotely
- The IEP team will meet to determine if a student is owed *compensatory education*. In the case that compensatory education is owed, the IEP team will determine how much compensatory education and how it will be provided to students
- Students who have underlying medical issues will be addressed with parents for a safe re-entry
- The special education staff will take a look at and address how students respond to safety procedures and personal protective equipment (PPE) focusing on student and staff safety (masks)

Nurse's Office

- The School Nurse will provide student isolation areas for students in building #4
- Four positive cases within one week will result in a 14 day school-wide quarantine (remote learning will resume)
- Rolling medical carts will be housed in the school secretary's office so that students come to the nurse and not the nurse coming to the students for daily medication distribution and minor, non-Covid issues
- Students with a temperature of 100.4 or any COVID symptoms (sore-throat, headache, chest pain, earache) will be sent home to quarantine for 14 days and be tested for COVID. Once a negative test is received and there are no household members positive for COVID, the student may return to school.
- Any student needing to go home, must be picked up by parents immediately
- School personnel will no longer be allowed to transport students home.
- Physicals, vision and hearing testing will continue and the nurse will provide a safe testing area
- Vaccines are strongly encouraged for students who are 16 years of age and older
- Students with a specific medical condition must have a doctor's note identifying medical conditions with directives on file in the nurse's office.

Other Considerations

- **Social Emotional Supports** - Counselors will be available to support students in social and emotional needs while practicing social distancing safety measures
- **Library** - Upon entry into the library, there will be sufficient space for patrons to socially distance during retrieval of materials. The furniture will be arranged and organized to facilitate easy distribution by class/grade. While using the library, students and staff are required to follow social distancing protocols and sanitation
- **Discipline** – Students who refuse to follow safety procedures after the first warning will be sent home to work remotely. Students will not be allowed back to school until a meeting with the parent/administrator is held and parents are informed that if the behavior continues, students will have to attend school remotely and become ineligible for sports.

Mescalero Apache High School Bell Schedule Revised SY 2020-21

***10 MINUTE PASSING TO ALLOW SOCIAL DISTANCING OF DISMISSAL/INCREASED
BREAKFAST/LUNCH**

7:30 - 8:10	Breakfast	40
8:20 - 9:05	1 st Period	45
9:15 - 10:00	2 nd Period	45
10:10 - 10:55	3 rd Period	45
11:05 - 11:50	4 th Period	45
12:00 - 12:40	Lunch	40
12:50 - 1:35	5 th Period	45
1:45 - 2:30	6 th Period	45
2:40 - 3:25	7 th Period	45