

LOCKHART HIGH SCHOOL

COVID-19 Response Plan



Leading Forward

In addition to the [Leading Forward: Lockhart ISD COVID-19 Response Plan](#), this document addresses LHS campus-specific information.

Preparing for this school year with the extraordinary circumstances due to COVID-19 required an even deeper level of planning to ensure not only excellent and equitable instruction and learning for all of our Lions, but also the safety and wellbeing of our students and staff.

Because school districts are unable to provide the preferred traditional school model, the pandemic required us to apply innovative problem solving--anchored in the guidelines by the Centers for Disease Control and Prevention (CDC), Governor Greg Abbott, and the Texas Education Agency--to redefine our learning environments.

This fall, we have the benefit of lessons learned from the spring distance learning launch as well as the valuable insight from both teachers and parents to apply to model design for this school year. As a result, parents will be able to select an instructional and learning environment that is best for your family.

Whether you select distance or on-campus learning, Lockhart ISD will provide your child with a Chromebook and school supplies to ensure every Lion is prepared for success. In addition, we want to provide the following assurances:

- Safety is the highest priority for our students and staff.
- Safety protocols will be in place for on-campus instruction.
- All students and staff will be required to wear a mask or face shield in LISD facilities.
- We will continue educating our students with the same high standards for all.
- Final decisions will be made and adjusted to remain in compliance with current state guidelines.
- The district will maintain transparency with frequent, timely, and accurate communication.

We would like to take this opportunity to thank you in advance for your continued trust, patience, and grace as we try to provide stability, comfort, and direction during these unpredictable times. If you have any questions about this plan or any other concerns, please feel free to email LHSCovidFeedback@lockhart.txed.net or call 512-398-0300.

Table of Contents

Teaching and Learning	4
August 24 - September 11:	4
Starting September 14th:	5
Preparation for Learning	5
Teaching & Learning Expectations	6
Change in Learning Environment	7
Health & Safety Protocols	8
Safety Training for Protocols & Procedures	8
Protocols for Screening and Isolation on Campus	8
Close Contact	9
Classroom	9
Clinic	10
Health and Hygiene Practices: Face Coverings	10
Visitors to our school	10
Transitions and Hallways	10
Breakfast and Lunch	11
Arrival and Dismissal	11
Digital Learning Tools	12
Device	12
Instructional Platform	12
Communication	12
On and Off-Campus Student Activities	13
On-Campus Activities	13
Field Trips	13
Off-Campus Activities	13
School-Wide Events	13
Physical Education & Extracurricular Programs	14
Athletics	14
Physical Education	15
Fine Arts	15
Cheer	15

Teaching and Learning

August 24 - September 11:

All LISD students will participate in distance learning

Daily Schedule

LHS will follow a “block” schedule with four periods per day. Mondays and Wednesdays will be “A” days with periods 1-4. Tuesdays and Thursdays will be “B” days with periods 5-8. Fridays will alternate A/B each week.

	A Day		B Day
1st Period	8:50 AM - 10:31 AM	5th Period	8:50 AM - 10:31 AM
2nd Period	10:36 AM - 12:31 PM	6th Period	10:36 AM - 12:31 PM
Lunch	12:36 PM - 1:01 PM	Lunch	12:36 PM - 1:01 PM
3rd Period	1:06 PM - 2:48 PM	7thPeriod	1:06 PM - 2:48 PM
4th Period	2:53 PM - 4:35 PM	8th Period	2:53 PM - 4:35 PM

A sample class block may look as follows:

First 30 Minutes...

Direct Teach Portion: recorded or live streamed video lesson. All live lessons will be recorded and available at the end of the period.

Next 40 minutes...

Independent Practice: students work independently on assigned tasks.

Last 30 minutes...

Office Hours: teacher is available online for support.

Starting September 14th:

Students will either participate in face-to-face learning on campus or continue distance learning based on responses to the Learning Environment survey.

Distance Learning

Students that choose to participate in distance learning after September 14th will continue with learning as described above.

Face-to-Face Learning

Students that choose to participate in face-to-face learning after September 14th will follow the block schedule and transition to four classes per day. Students will continue to use Google Classroom and should bring their charged device to school with them everyday.

The building will open for students at 8:15 AM. Students that choose to eat breakfast will have a “grab-and-go” option at the entrance. All students will report immediately to their 1st period class to eat breakfast and wait for class to start. There will be no gathering in common areas inside the building at any time.

Students will have five minutes to transition between classes. Students will maintain social distancing in the halls at all times.

Preparation for Learning

Student:

- Be prepared for learning each day and have work and assignments completed and ready.
- Complete coursework by deadline set by teachers.
- Ensure devices are charged each evening and ready for instruction the following day
- Have all necessary materials ready for learning each day. For face-to-face learning: Take all materials and devices home each day in order to be prepared for possible school closure.
- Become familiar with the structure of Google Classroom and how your teacher organizes information.



Parent:

- Access parent resources found on the LHS website to learn how students will navigate Google Classroom. (Example: Skyward Parent Portal and Google Classroom Guardian Summaries)
- Encourage your child to have their learning materials and devices ready for school the night before.
- Create a designated place in your home for your student to engage in learning activities. (Example: A quiet space with minimal distractions)

Teaching & Learning Expectations

Student:

- Participate in daily live-streamed virtual sessions and/or Google Classroom asynchronous assignments as instructed by teachers.
- Attend available interventions, small group instruction and office hours as needed or instructed by the teacher.
- Be organized in your work and in getting assignments completed.
- Ask questions and communicate with your teacher.
- Be aware of what you should be learning each day.
- Turn in assignments for each course, daily.

Virtual Meeting Expectations Respect our virtual classrooms just as you would respect our school classrooms	
 <u>DO's</u>	 <u>DON'Ts</u>
<ol style="list-style-type: none">1. Be on time2. Find a quiet place, away from distractions (siblings, pets, TV, etc.)3. Adhere to the Student Code of Conduct; including but not limited to:<ol style="list-style-type: none">a. Dress Codeb. Appropriate Language/Gesturesc. Cell Phone Policy4. Keep your microphone on mute UNLESS called on to speak by the teacher5. Keep your camera on6. Raise your hand if you'd like to speak. If you have a question, put it in the sidebar chat.7. Stay on topic and actively participate	<ol style="list-style-type: none">1. Chew gum, eat snacks or drink while on video2. DO NOT save, record, screenshot, share or post ANYTHING from the meeting3. Be in a noisy location4. Turn the microphone off/on, unless asked to contribute5. Have any additional tabs or windows open, unless instructed by your teacher6. Distract others or show inappropriate content (including your background)7. Use the sidebar chat for social conversation or sharing content.

Parents:

- Access Skyward Parent Portal to view student grades.
- Review Google Classroom Guardian Summary emails for missing work and upcoming assignments
- Check in with student(s) to monitor completion of homework and assignments daily.
- Discuss with your child what they learned on a daily basis.
- Facilitate academic support and encouragement as a learning partner to motivate and guide your child throughout the school year in your role as a learning coach.
- Provide your child with assistance on their day-to-day activities with the exception of designated independent work.
- Consider creating a designated learning/study space for your child at home to learn comfortably.
- Maintain communication with your child's teacher by phone, email and/or online meetings to create a learning partnership.
- Ask for evidence that your child is on track with assignments and coursework.

Change in Learning Environment

In order to prepare for safe operations that align with CDC recommendations and TEA's guidelines, the district asked parents to submit their preference for learning environment through an online parent choice questionnaire. The district shared info about this in an email and phone calls in June.

Because we understood parents would want to monitor the COVID-19 circumstances over the summer before making a decision that works best for their families, the district kept the parent questionnaire open until August 9. Parents who had submitted preferences and wanting to make changes were also allowed to make those changes until August 9.

We communicated in email, the district newsletter "The Lion List," and social media to remind parents about the need to make a selection by that date because we needed to properly plan, staff, and prepare to safely begin the school year.

Now, staffing, class rosters, and schedules have been determined for the first nine weeks of the school year. The good news is parents will have the opportunity to transition from distance learning to on-campus in advance of every new grading period. We will communicate the window and deadline for changes after the first six weeks via email, the district newsletter, and social media.

Health & Safety Protocols

Safety Training for Protocols & Procedures

Students will participate in training specific to newly adopted health and safety protocols. Guidelines and training slides will be provided to teachers to review when face to face.

All students will be trained on information about COVID-19 screening, identification of symptoms, prevention of spread, and sanitation of work areas. If a student is experiencing symptoms they need to immediately notify a teacher.

Parents are asked to talk to their students about COVID-19 symptoms and prevention strategies. Parents are asked to read all campus and District communication about health and safety protocols and to reinforce with their children.

Teachers attend training and develop classroom procedures consistent with TEA, Lockhart ISD and government guidance. All staff will be trained on COVID screening, identification of symptoms, prevention of spread, and sanitation of work areas. All staff will monitor students that exhibit symptoms and will be required to notify the nurse.

Protocols for Screening and Isolation on Campus

All students should be screened by their parents daily before coming to school. Staff will screen themselves for COVID-19 symptoms daily. Individuals who present with symptoms on campus will be separated and sent home.

For guidance on what to do when a student has become ill or exposed to COVID-19, see the COVID-19 Student Response Flow Chart in Appendix A.

COVID-19 Symptoms

In evaluating whether an individual has symptoms consistent with COVID-19, consider if the individual is experiencing any of the following symptoms **in a way that is not usual for them**. (Please note that students with fever will always be required to remain at home.)

- Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
- Loss of taste or smell
- Cough
- Difficulty breathing
- Shortness of breath
- Headache
- Chills
- Sore throat
- Shaking or exaggerated shivering
- Significant muscle pain or ache
- Diarrhea



Close Contact

The definition of close contact is evolving with our understanding of COVID-19, and individual COVID-19 scenarios will be determined by guidance from the appropriate public health agency. For more information regarding close contact, please reference the [LISD Leading Forward - COVID Response Plan 20-21](#).

Classroom

Parents will help students to remember to bring their mask and water bottle as well as their chromebook and school supplies every day.

Class sizes are limited according to individual room social distancing capacities. Students are placed in classrooms 6 feet apart when feasible. Teachers will arrange rooms to maintain at least 6 feet of distance between all people in the room. A typical class set-up may look like the picture below.



Classroom doors will be propped open throughout the day in order to limit high touch surfaces.

Upon entering a classroom, students must use hand sanitizer. Students will not share supplies with other students. In circumstances where they must, (such as pianos in music, tools in CTE, lab equipment in science, and student desks) the items must be sanitized.

Paperless classrooms are encouraged. Students can certainly take notes on paper and use notebooks for activities, but as much as possible, teachers will minimize the use of paper as part of their instruction.

The first and last five minutes of each class period will be dedicated to cleaning and sanitizing personal areas.

Clinic

Student visits to the LHS Clinic will be limited to medical emergencies and pre-approved appointments. Teachers have a "first aid" kit for their classroom with items to handle basic first aid.

If a student exhibits COVID symptoms, the teacher will contact the nurse's office and the student will be sent to the campus clinic. If the clinic assessment affirms COVID symptoms, the student will be relocated to an isolation room. Students with COVID symptoms need to be picked up by a parent or guardian within one hour. If a parent is unable to pick their student up, the student's emergency contact will be contacted.

The Lockhart High School Clinic has expanded to continue service our students' needs while accommodating social distancing requirements. The clinic will follow guidelines from the CDC, TDSHS, and other agency guidelines when working with students in the LHS Clinic.

Health and Hygiene Practices: Face Coverings

All students, staff, and visitors are required to wear masks-- non-medical grade disposable face masks, cloth face coverings (over the nose and mouth), or full-face shields to protect eyes, nose, and mouth. Any individual with unique medical considerations, substantiated in writing by a medical doctor, can present concerns to the campus principal for individual consideration. All face coverings must adhere to the LHS dress code policy.

Visitors to our school

Parents will need to make an appointment as we will have limited meeting areas that need to be sanitized prior to use. There will be an extra phone in the receptionist area for parents or visitors to call the appropriate staff member to schedule an appointment.

Deliveries of meals (food items) will not be permitted during school hours.

Transitions and Hallways

Students must maintain social distance from others when transitioning in hallways and restrooms. Students will walk on the right-hand side of the halls. Some hallways and staircases may be designated as one-way. Classroom doors will be propped open to increase air circulation.

Restrooms

Students will use hand sanitizer prior to using the restroom. Efforts will be made to limit the availability of toilets, urinals, and sinks to comply with health agency recommendations and social distancing.

After a restroom break, students will be required to wash their hands and use hand sanitizer before reentering the classroom. Proper handwashing techniques will be taught to all students. Increased disinfecting of restrooms will occur throughout the school day.

Water Fountains

Water fountains will only be used to refill water bottles. Students will not drink directly from the fountain. Students are expected to bring their own reusable water bottle for use throughout the day and are expected to take water bottles home to be cleaned on a daily basis. Parents are asked to assist students, as needed, to clean water bottles daily.

Breakfast and Lunch

For breakfast:

- Students will get a “grab-and-go” breakfast from carts and then report to 1st period.
- Students may only remove their mask while eating. As soon as students are finished with their meal, they will need to put their mask back on.

For lunch:

- Lunch times will be staggered.
- Students will enter the cafeteria through the doors closest to the 100 hall and exit through doors near the 500 hall.
- Students will eat in designated areas on campus, and will be spaced 6 feet apart.
- Students will stay seated in designated areas during lunch.
- Students may only remove their mask while eating. As soon as students are finished with their meal, they will need to put their mask back on.

Seniors are allowed to leave campus for lunch during their assigned lunch period. No outside food may be brought on to campus at any time. Seniors that choose to leave campus for lunch must finish their food before entering the building again. Social distancing guidelines must be followed during the lunch period.

Arrival and Dismissal

Parents must check their children for symptoms prior to each school day. Students with symptoms must stay home.

Students will not be allowed in the building before 8:15 in the morning.

- Students that arrive by bus will enter through the 500 hall entrance.
- Students that are dropped off or walk will use the main entrance.
- Students that drive to school will use the entrance between the 700 hall and the main hall.

At the end of the day:

- Students who drive, students who are picked up by car, and students who walk home will be released first.
- Siblings will connect outside of the building.
- Students who ride the bus will be released next.
- Students riding the bus will follow transportation guidelines.

Digital Learning Tools

Device

LISD is a one-to-one school district. This means that all students will be offered a Chromebook to use in both learning environments.

LISD Technology Department Help Desk 512-398-0050.

Instructional Platform

- All teachers will utilize Google Classroom as their primary learning management system and communication tool for the 2020-2021 school year.
- Assignment submissions: For both learning environments, student assignments will be submitted (as much as possible) through online platforms to eliminate unnecessary contact and shared materials.

Communication

- Communicating with teachers:
 - All teachers will establish and communicate office hours or conference times when they are available to meet with parents and answer student questions.
 - Contact information will be provided at the beginning of the year and posted in all Google Classrooms.
- Use of student email:
 - Students will be provided a district managed email account and Google Drive
 - These accounts should be utilized for all communication directly between teachers and students.

On and Off-Campus Student Activities

This information will be re-evaluated and modified as needed for the second 9-week period

On-Campus Activities

- In-person after school clubs will be held on a limited basis for face-to-face students only. Distance learning students may only participate virtually.
- No in-person assemblies will be held until further notice.
- Open house and other community events will be held virtually.

Field Trips

- Off-campus field trips will be suspended until further notice.
- Virtual field trips will be considered as often as possible.

Off-Campus Activities

- Student participation in academic contests (Academic UIL) will only be attended if specific guidance is provided by an authorized entity (e.g., Host site, TEA, the UIL).

School-Wide Events

- To limit larger gatherings, school wide events (pep rallies, open house, back to school events, assemblies, PTA events, etc.) will be held virtually or postponed until further notice. School events will be limited to UIL sanctioned activities only.

Physical Education & Extracurricular Programs

Athletics

- Similar to summer strength and conditioning activities, practices and contests will follow protocols established by UIL, TEA and Lockhart ISD. In-season and off-season activities will follow the most current guidelines available.
- Coaches will provide an orientation of protocols and expectations for students at the beginning of their respective season(s).
- Specific entrances and exits of athletic facilities will be utilized by students for appropriate separation and distancing. Signage will serve as a visual cue and reminder for students.
- Student-athletes will be assigned to groups for the purposes of maintaining proper distancing and capacity in locker rooms to dress before and after practice sessions.
- Athletic equipment and uniforms will be issued to athletes. Washable items will be taken home each day and not left in their athletic locker. Practice uniforms will be laundered at home.
- Game issued uniforms will be laundered at campus with coaching staff following proper protocols.
- Equipment used during practices will be sanitized frequently during practice sessions.
- Athletic areas (locker rooms) will be frequently disinfected throughout the week.
- Athletes will not be allowed to socially congregate before, during, or after practices/workouts.
- Attendance at scrimmages and games for spectators is yet to be determined and will be communicated as this information becomes available from the UIL and/or TEA. This may also impact ticket sales and seating configurations.
- Parents and students will be expected to provide timely notification of any health concerns to their coach and athletic trainer (if applicable). Communication, quarantine, and proper disinfecting will occur in the event of a confirmed diagnosis.
- Water breaks will occur in small groups. Athletes are expected to bring their own water bottle to practice and game days. Sharing of water or sports drinks will not be allowed at any time.
- Students will be asked to bring their own mask. Masks will be worn during practice at all times.

August 24 - September 4

- All LHS athletic programs will be training in R.O.A.R (Regiment Of Athletic Readiness) and sport specific instruction per UIL rule.
- Head Coaches of each sport will designate times for weight room and sport specific instruction. These times will be communicated from the Head Coach to the student-athletes.
- For sports whose seasons start on Monday September 7th, practice schedules will be released by the Head Coaches of those sports.

Starting September 8

- All athletic programs will be training in R.O.A.R (Regiment Of Athletic Readiness) during their designated athletic periods and also outside of the school day per allowance by UIL rule.
- Both distance learning and face-to-face students will be expected to attend designated athletic periods as well as practices outside of the school day.

Physical Education

- Whenever possible, physical education classes will be held outside to allow for maximum physical distance between students.
- Any activities bringing students into close physical contact will be avoided.
- Visual markers will be on the gym floor and bleachers as reminders of social distancing rules.
- Procedures will be implemented in the locker rooms to support social distancing.
- Equipment will be disinfected after each use.
- Activities requiring multiple students to touch or handle the same equipment will be avoided.
- Sanitizing areas and access to handwashing will be provided.
- Any practice or outside of the school day training will be communicated by the sports Head Coach.

Fine Arts

- Large group practice sessions, sectionals and rehearsals will adhere to social distancing guidelines provided by an authorized entity (e.g., LISD, TEA, UIL)
- Off-campus fine arts performances will only be conducted if specific guidance is provided by an authorized entity (e.g., LISD, TEA, UIL)
- Performances/exhibits may be adjusted based on health and safety guidelines provided by an authorized entity (e.g., LISD, TEA, UIL) including but not limited to limitation of the venue, transportation procedures, number of attendees, and the orientation of concerts.
- Fine arts performances will be streamed online when possible, based on available technology and copyright limitations.

Cheer

- Practices and performances will be conducted following safety protocol provided by guidance from LISD, UIL and TEA. This will include COVID-19 screening, group sizes, sharing & sanitizing of equipment, locker room usage, etc.
- Students are expected to maintain social distancing as much as the sport allows and should avoid congregating in groups.
- Students will be asked to wash or sanitize their hands before and after class.
- Equipment will be disinfected/wiped down after each use.
- During center work and across the floor drills, students should maintain at least 6 feet apart, but preferable 8-10 ft. between each other.
- Students team students will be encouraged to bring their own water bottle (if allowed by the campus) and a personal towel to wipe perspiration.
- Students will be encouraged to wear appropriate dance attire and will rotate through the dressing rooms in small groups to change before/after class. If a student isn't comfortable using the shared dressing room space they can participate in class while wearing the clothes they wore to school.
- Students will be asked to bring their own mask. Masks will be worn during practice at all times.