



Walker Middle Magnet School  
Reopening Protocols for Safety & Sanitation  
2020-2021



**The purpose of these protocols is to ensure the safety of our staff and students while on campus. This document will continue to evolve as we learn from situations that arise.**

**Controlled Campus Movement**

- ✓ In the hallways and stairwells, students will walk on the right-hand side of the hallways and practice social distancing.
- ✓ Students will wear face masks while in the hallways and on stairwells.
- ✓ The elevator may only be used by students with a pass from nurse (and one student to assist them). Face masks must be worn.
- ✓ All students will be required to have a handwritten pass if they are in the hallway during non-transition times.

**Classroom Modifications:**

- ✓ Student desks should be separated to allow for social distancing as much as possible (3-6 ft)
- ✓ Teachers should use painter's tape to mark separation guides on the floor.
- ✓ Administrators must approve the spacing/design of the classroom set up.
- ✓ No cloth chairs or beanbags will be allowed, aside from teacher desk chairs.
- ✓ If furniture needs to be removed, please email Mr. Lefler to arrange for pick up.

**Cleaning & Sanitizing**

- ✓ Wall-mounted sanitizing stations will be at all entry points of the school and in the lunchroom.
- ✓ Sanitation Stations will be set up in each room. HCPS will provide the initial supplies (gloves, wipes, and hand sanitizer) and replenish as needed.
- ✓ A class procedure for students cleaning desktops when they enter the room must be established and followed daily. Students should be provided time to clean and sanitize their space at the beginning and end of class. The reflection bell will be a reminder of time for cleaning and sanitizing.
- ✓ Teachers should not bring plexiglass or other PPE into the classroom.
- ✓ Custodial will sanitize high-touch areas regularly throughout the school day.

**Hand Sanitizing**

- ✓ Students and staff will be encouraged to use hand sanitizer upon arrival on campus.
- ✓ Students will be encouraged to use hand sanitizer at the beginning and end of each class period.
- ✓ Students will be encouraged to wash or sanitize hands before lunch.

**Face Coverings (MASKS)**

Based on information from the health department, the district policy for face coverings on school campuses is as follows:

- ✓ All individuals must wear face MASKS while on campus, when social distancing is not possible.
- ✓ Face SHIELDS are acceptable only while also wearing a face MASK.
- ✓ Face coverings must adhere to the district dress code and should not be disruptive to the learning environment.
- ✓ There will be a process for students who do not comply (1<sup>st</sup> – give disposable face covering, 2<sup>nd</sup> – parent contact, 3<sup>rd</sup> – restorative conversation with family).

**Bathrooms**

- ✓ No more than two students will be allowing inside the hallway restrooms at one time.
- ✓ Students will need to wear a face mask and adhere to social distancing while in the bathrooms.
- ✓ Teachers will provide handwritten passes for students to go to the bathroom during class (no lanyards or vests).
- ✓ All students and staff are asked to notify the main office if supplies are out in a bathroom (paper towels, toilet paper, soap).
- ✓ Will be sanitized and supplies filled throughout the day.

**Lockers**

- ✓ Students will not purchase lockers (hallway or gym) during the 2020-2021 school year.

**Visitors**

- ✓ All visitors to campus will need to make an appointment at least 24 hours in advance.
- ✓ All visitors will be required to wear a face mask and will receive a temperature check.
- ✓ All visitors will be encouraged to use hand sanitizer upon entry to campus.
- ✓ Volunteers/Guest Speakers must complete the online Volunteer application prior to visiting.

**Students Signing In and Out**

- ✓ If students are in a classroom and are not on a roster, a sign in sheet will need to be kept.
- ✓ Teachers will keep documentation of any students that visit their classroom (i.e. lunch and learn, HOST, etc.).



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## Arrival to School for Staff:

Before entering a school or district building, you should assess your wellness with the following questions:

Have you experienced any of these symptoms, not associated with previously diagnosed conditions?

In the past 72 hours:

- ✓ Fever greater than 100.4F/chills
- ✓ Cough/shortness of breath
- ✓ New loss of taste or smell
- ✓ Nausea/vomiting/diarrhea

In the last 14 days, have you:

- ✓ Been in close contact with anyone who has been diagnosed with COVID-19
- ✓ Been placed on quarantine for possible contact with COVID-19
- ✓ Traveled abroad to an area of the country where it is recommended that you self-quarantine
- ✓ Have a COVID-19 test pending

Entering Campus:

- ✓ Everyone must wear a face mask when entering the school campus.
- ✓ Staff will be temperature checked by designated staff member in the main office.
- ✓ All staff must enter campus through the main office.
- ✓ Earliest staff arrival for temperature checks will be 7:05am.
- ✓ Staff members may not enter campus without a temperature check.
- ✓ If a staff member's temperature is greater than 100.4F or higher he/she may not enter the building nor remain at work.



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**Arrival to School for Students:** (7:50 AM – 8:30 AM) - Face masks must be worn when entering school (arrival) and at all times when social distancing is not possible.

Arrival	Grade 6	Grade 7	Grade 8
<p><b>Bus Riders</b></p>	<p>Exit the bus upon arrival, wearing face covering.</p> <p>Students enter the cafeteria using the open double doors.</p> <p>Face masks must be worn while in the cafeteria, except when eating, while also practicing social distancing.</p> <p>If eating breakfast, students enter the cafeteria using the open double doors and proceed to the line. When finished eating, students will exit the cafeteria using the open double doors onto the patio (under covered areas when raining).</p> <p>If not eating breakfast, students will walk through the cafeteria and exit using the open double doors onto the patio (under covered areas when raining).</p> <p>Face masks must be worn while in the cafeteria, except when eating, while also practicing social distancing.</p> <p>Late bus riders will receive a grab and go breakfast, to be eaten in cafeteria, and pass to class.</p>	<p>Exit the bus upon arrival, wearing face covering.</p> <p>If eating breakfast, students enter cafeteria using the open double doors. When finished eating, students will exit the cafeteria using the open door by the stage and follow the sidewalk to the gym. No food outside the cafeteria.</p> <p>Face masks must be worn while in the cafeteria, except when eating, while also practicing social distancing.</p> <p>If not eating breakfast, students follow the sidewalk to the gym.</p> <p>Face masks must be worn while in the gym, while also practicing social distancing.</p> <p>Outdoor areas near the gym can be used as needed (and weather permitting) to promote social distancing.</p> <p>Late bus riders will receive a grab and go breakfast, to be eaten in cafeteria, and pass to class.</p>	<p>Exit the bus upon arrival, wearing face covering.</p> <p>If eating breakfast, students enter cafeteria using the open double doors. When finished eating, students will exit the cafeteria using the open door by the stage and follow the sidewalk to the gym. No food outside the cafeteria.</p> <p>Face masks must be worn while in the cafeteria, except when eating, while also practicing social distancing.</p> <p>If not eating breakfast, students follow sidewalk to the gym.</p> <p>Face masks must be worn while in the gym, while also practicing social distancing.</p> <p>Outdoor areas near the gym can be used as needed (and weather permitting) to promote social distancing.</p> <p>Late bus riders will receive a grab and go breakfast, to be eaten in cafeteria, and pass to class.</p>



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Arrival	Grade 6	Grade 7	Grade 8
<p><b>Car Riders &amp; Walkers</b></p>	<p>Students may enter campus at 7:50 AM. Car Riders will exit their vehicle no earlier than 7:50 AM, with face masks on.</p> <p>Students stay to the right of the sidewalk and enter school using the open double doors in the cafeteria.</p> <p>All 6<sup>th</sup> graders should report directly to the cafeteria once they enter campus.</p> <p>If eating breakfast, students enter the cafeteria using the open double doors and proceed to the line. When finished eating, students will exit the cafeteria using the open double doors onto the patio.</p> <p>If not eating breakfast, students will walk through the cafeteria and exit using the open double doors onto the patio (under covered areas when raining).</p> <p>Face masks must be worn while in the cafeteria, except when eating, while also practicing social distancing.</p>	<p>Students may enter campus at 7:50 AM. Car Riders will exit their vehicle no earlier than 7:50 AM, with face masks on.</p> <p>If eating breakfast, students stay to the right of the sidewalk and enter the cafeteria using the open double doors.</p> <p>Face masks must be worn while in the cafeteria, except when eating, while also practicing social distancing.</p> <p>If not eating breakfast, students follow sidewalk to the gym.</p> <p>Outdoor areas near the gym can be used as needed (and weather permitting) to promote social distancing.</p> <p>Face masks must be worn while in the gym, while also practicing social distancing.</p>	<p>Students may enter campus at 7:50 AM. Car Riders will exit their vehicle no earlier than 7:50 AM, with face masks on.</p> <p>If eating breakfast, students stay to the right of the sidewalk and enter the cafeteria using the open double doors.</p> <p>Face masks must be worn while in the cafeteria, except when eating, while also practicing social distancing.</p> <p>If not eating breakfast, students follow sidewalk to the gym.</p> <p>Outdoor areas near the gym can be used as needed (and weather permitting) to promote social distancing.</p> <p>Face masks must be worn while in the gym, while also practicing social distancing.</p>



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Arrival	Grade 6	Grade 7	Grade 8
<b>HOST</b>	<p>Students will be dropped off via the bus ramp starting at 6:15am.</p> <p>Students will sign in with the HOST teacher using the notebooks provided.</p> <p>Supervised by HOST teacher, HOST student will walk directly to the gym via the sidewalk in front of the school.</p> <p>HOST teacher will communicate with the HOST staff in the gym that a student is on the way.</p> <p>Face masks must be worn while in the gym, while also practicing social distancing.</p> <p>At 7:50am, all 6<sup>th</sup> graders will exit the gym and follow the front sidewalk to cafeteria, wearing face masks.</p>	<p>Students will be dropped off via the bus ramp starting at 6:15am.</p> <p>Students will sign in with the HOST teacher using the notebooks provided.</p> <p>Supervised by HOST teacher, HOST student will walk directly to the gym via the sidewalk in front of the school.</p> <p>HOST teacher will communicate with the HOST staff in the gym that a student is on the way.</p> <p>Face masks must be worn while in the gym, while also practicing social distancing.</p> <p>At 7:50am, all 7<sup>th</sup> graders eating breakfast will exit the gym and follow the front sidewalk to cafeteria, wearing face masks. All 7<sup>th</sup> graders not eating breakfast will remain in the gym.</p>	<p>Students will be dropped off via the bus ramp starting at 6:15am.</p> <p>Students will sign in with the HOST teacher using the notebooks provided.</p> <p>Supervised by HOST teacher, HOST student will walk directly to the gym via the sidewalk in front of the school.</p> <p>HOST teacher will communicate with the HOST staff in the gym that a student is on the way.</p> <p>Face masks must be worn while in the gym, while also practicing social distancing.</p> <p>At 7:50am, all 8<sup>th</sup> graders eating breakfast will exit the gym and follow the front sidewalk to cafeteria, wearing face masks. All 8<sup>th</sup> graders not eating breakfast will remain in the gym.</p>



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### Breakfast Service for Students:

All breakfast served will be grab-n-go meals. Face masks always required when social distancing is not possible, unless eating.

Grade 6	Grade 7	Grade 8
<p>Face masks must be worn while in the café and on the patio, while also practicing social distancing.</p> <p>Face masks may be removed while eating, while practicing social distancing.</p> <p>Upon arrival to the café, students will pick up a grab-n-go breakfast.</p> <p>Students will eat their breakfast in the café.</p> <p>Zig zag seating will be marked with green tape and students will sit on the green seats.</p> <p>After eating, students will clean up their area and transition to the patio.</p>	<p>Face masks must be worn while in the café, while also practicing social distancing.</p> <p>Face masks may be removed while eating, while practicing social distancing.</p> <p>Upon arrival to the café, students will pick up a grab-n-go breakfast.</p> <p>Students will eat their breakfast in the café.</p> <p>Zig zag seating will be marked with green tape and students will sit on the green seats.</p> <p>After eating, students will clean up their area and exit the cafeteria through the open door near the stage.</p> <p>Students will walk on the right-hand side of the sidewalk to the gym.</p> <p>Face masks must be worn while in the gym, while also practicing social distancing.</p>	<p>Face masks must be worn while in the café, while also practicing social distancing.</p> <p>Face masks may be removed while eating, while practicing social distancing.</p> <p>Upon arrival to the café, students will pick up a grab-n-go breakfast.</p> <p>Students will eat their breakfast in the café.</p> <p>Zig zag seating will be marked with green tape and students will sit on the green seats.</p> <p>After eating, students will clean up their area and exit the cafeteria through the open door near the stage.</p> <p>Students will walk on the right-hand side of the sidewalk to the gym.</p> <p>Face masks must be worn while in the gym, while also practicing social distancing.</p>



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## Lunch Service for Students:

- ✓ Lunch Periods: 6<sup>th</sup> Grade - 4<sup>th</sup> period    7<sup>th</sup> Grade - 5<sup>th</sup> period    8<sup>th</sup> period - 6<sup>th</sup> period
- ✓ Students will eat inside cafeteria.
- ✓ The patio will be utilized for seating when the weather permits.
- ✓ Face masks must be worn inside the cafeteria unless eating.

### Entering the Cafeteria:

- ✓ Students will report to the cafeteria, entering the open double doors and sit down at their assigned table.
- ✓ Students will be assigned to tables based on the **CLASS PERIOD THEY HAVE PRIOR TO LUNCH.**
  - 6<sup>th</sup> grade-period 3 is the class prior to lunch
  - 7<sup>th</sup> grade-period 4 is the class prior to lunch
  - 8<sup>th</sup> grade-period 5 is the class prior to lunch
- ✓ Students will sit in a zig zag pattern at the tables, sitting seats marked with green tape.

### During Lunch:

- ✓ Students will be called to line up for lunch by administrator/staff member.
- ✓ Students will practice social distancing in line, standing on the marked spaces.

### After Lunch:

- ✓ As students finish eating, they will exit the cafeteria through the open double doors and head to the PTSA Park (weather permitting).
- ✓ Once all students have transitioned, the cafeteria will be sanitized.
- ✓ At the end of lunch period, students will enter the cafeteria using the doors closest to the stage and exit using the doors closest to the stage.
- ✓ Students will walk along the covered walkway by room 604/Inspiration Alley to their next class period.



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**Dismissal from School for Students:** Face masks must be worn during the dismissal process. Zip tie colors are TBD. Each classroom and common areas will have signage with a zip tie color “key”.

Dismissal	6 <sup>th</sup> Grade	7 <sup>th</sup> Grade	8 <sup>th</sup> Grade
<b>Bus Riders</b>	<p>When announced, students with (COLOR) zip ties will exit classrooms to the café.</p> <p>Students will exit to the bus ramp using the open double doors.</p> <p>Cell phone use is not permitted.</p> <p>Face masks must be worn during the dismissal process, while also practicing social distancing.</p>	<p>When announced, students with (COLOR) zip ties will exit classrooms to the café.</p> <p>Students will exit to the bus ramp using the open double doors.</p> <p>Cell phone use is not permitted.</p> <p>Face masks must be worn during the dismissal process, while also practicing social distancing.</p>	<p>When announced, students with (COLOR) zip ties will exit classrooms to the café.</p> <p>Students will exit to the bus ramp using the open double doors.</p> <p>Cell phone use is not permitted.</p> <p>Face masks must be worn during the dismissal process, while also practicing social distancing.</p>
<b>Car Riders &amp; Walkers</b>	<p>When announced, students with (COLOR) zip ties will exit classrooms to the double gates, proceeding to the oak tree in the front car circle, near gym gate. (Rainy day plan is under cover near front office.)</p> <p>Students should not sit on bleachers.</p> <p>Students must remain on the sidewalk while waiting.</p> <p>Cars will be issued hang tags to be used to call a students' name if the car has been waiting. (We do not call all students' names-only if a car has been waiting for a prolonged period.)</p> <p>Cell phone use is not permitted.</p> <p>Face masks must be worn during the dismissal process, while also practicing social distancing.</p>	<p>When announced, students with (COLOR) zip ties will exit classrooms to the double gates, proceeding to the bus ramp.</p> <p>Students must remain on the sidewalk while waiting.</p> <p>Carpool and van riders will receive a zip tie that matches the area in which they get picked up.</p> <p>Cars will be issued hang tags to be used to call a students' name if the car has been waiting. (We do not call all students' names-only if a car has been waiting for a prolonged period.)</p> <p>Cell phone use is not permitted.</p> <p>Face masks must be worn during the dismissal process, while also practicing social distancing.</p>	<p>When announced, students with (COLOR) zip ties will exit classrooms to the double gates, proceeding to the bus ramp.</p> <p>Students must remain on the sidewalk while waiting.</p> <p>Carpool and van riders will receive a zip tie that matches the area in which they get picked up.</p> <p>Cars will be issued hang tags to be used to call a students' name if the car has been waiting. (We do not call all students' names-only if a car has been waiting for a prolonged period.)</p> <p>Cell phone use is not permitted.</p> <p>Face masks must be worn during the dismissal process, while also practicing social distancing.</p>



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Dismissal	6 <sup>th</sup> Grade	7 <sup>th</sup> Grade	8 <sup>th</sup> Grade
<p><b>HOST &amp; Enrichment</b></p>	<p>When announced, students with <u>(COLOR)</u> zip ties will exit classrooms and report directly to assigned classrooms.</p> <p>HOST parents will drive up to the bus ramp and remain in vehicle.</p> <p>HOST parents will give student's name to HOST teacher.</p> <p>HOST teacher will communicate with the classrooms to have the student dismissed to the bus ramp.</p> <p>HOST teacher will sign out student.</p> <p>Face masks must be worn while in the classrooms and gym, while also practicing social distancing.</p>	<p>When announced, students with <u>(COLOR)</u> zip ties will exit classrooms and report directly to assigned classrooms.</p> <p>HOST parents will drive up to the bus ramp and remain in vehicle.</p> <p>HOST parents will give student's name to HOST teacher.</p> <p>HOST teacher will communicate with the classrooms to have the student dismissed to the bus ramp.</p> <p>HOST teacher will sign out student.</p> <p>Face masks must be worn while in the classrooms and gym, while also practicing social distancing.</p>	<p>When announced, students with <u>(COLOR)</u> zip ties will exit classrooms and report directly to assigned classrooms.</p> <p>HOST parents will drive up to the bus ramp and remain in vehicle.</p> <p>HOST parents will give student's name to HOST teacher.</p> <p>HOST teacher will communicate with the classrooms to have the student dismissed to the bus ramp.</p> <p>HOST teacher will sign out student.</p> <p>Face masks must be worn while in the classrooms and gym, while also practicing social distancing.</p>



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## Covid-Response Protocols

An employee or student with a **positive COVID-19 test** will be asked to self-isolate at home and follow the recommendations below.

• Recommendations:

- ✓ Stay in one room away from others in your household, including pets. Have sole use of a bathroom.
- ✓ Ask your healthcare provider about pain and fever medication. Get rest and stay hydrated.
- ✓ Keep track of your symptoms and check your temperature twice daily.

• Timeline for stopping self-isolation:

- ✓ At least 10 days have passed since your symptoms first appeared.
- ✓ At least 24 hours have passed since you've had a fever without using fever-reducing medications, and other symptoms have improved.

• If you test positive without symptoms:

- ✓ At least 10 days have passed since the date of your test results.

If an employee or student has **contact with someone who has a positive COVID-19 test result and the employee or student has symptoms** they will be asked to self-isolate for 10 days and the follow the recommendations below.

Recommendations:

- ✓ They may be referred to testing.
- ✓ They will be advised stay in one room away from others in their household, including pets. Have sole use of a bathroom.
- ✓ They will be advised to wear a face mask and keep a social distance of at least 6 feet if they need to be around other people or pets within the home.
- ✓ They will be asked to keep track of their symptoms.
- ✓ They may be asked about their close contacts.

Because some people with COVID-19 have no apparent symptoms, an employee or student that has **contact with someone who has a positive COVID-19 test result and the employee or student does not have symptoms**, they will be asked to self-quarantine for 14 days. They will be asked to follow the recommendations below.

- ✓ They may be referred to testing.
- ✓ They will be advised to wear a face mask and keep a social distance of at least 6 feet if they need to be around other people or pets within the home.
- ✓ They will be asked to watch for COVID-19 symptoms.

**COVID-19 Symptoms:** fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea.

**Severe Symptoms:** trouble breathing, persistent pain or pressure in the chest, confusion, inability to wake or stay awake, or bluish lips or face. If an employee or student is exhibiting symptoms while at school or work, they will be immediately isolated and assessed by a school health professional [Register Nurse (RN), Advanced Practice Registered Nurse (APRN) or Licensed Practical Nurse (LPN)].

**Contact tracing:** Hillsborough County Public Schools is collaborating with the Department of Health to conduct contact tracing. Upon notification of a positive case on campus, the district's Department of School Health Services will also communicate with administration to track movement of the person who tested positive and secure affected areas. Impacted individuals will be notified.

**Deep cleaning:** If a positive COVID-19 case is determined within a school or building, district staff will use an approved chemical and fogging machine to disinfect any area deemed appropriate by contract tracing processes. The Vital Oxide sanitizer for spray or foam application is OSHA (Occupational Safety and Health Administration), WHMIS (Workplace hazardous Materials Information System) and GHS (Globally Harmonized System of Classification and Labeling of Chemicals) compliant.

**School closures:** School closures due to cleaning or positive cases will be determined on a school by school basis and appropriate protocols will be followed.



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### Clinic Procedures

<p>Physical Changes in the Clinic Area</p>	<ul style="list-style-type: none"> <li>✓ <b>Nurse Natasha's office</b> is now the office near the front entrance of the main office. This is also the medication dispensary.</li> <li>✓ There are <b>2 Covid-symptom rooms</b>.</li> <li>✓ The <b>triage area</b> will be in the common area of the clinic.</li> <li>✓ There are <b>2 sick rooms for those with non-Covid symptoms</b> (district requires a boy's area and a girl's area). These are the rooms near the bathrooms.</li> </ul>
<p>What do teachers do if a child needs to go to the clinic area for any reason?</p> <p>This includes:</p> <ul style="list-style-type: none"> <li>✓ Sick</li> <li>✓ Covid-symptoms</li> <li>✓ Injured</li> <li>✓ Medication Needs</li> <li>✓ Any other clinic needs</li> </ul>	<ul style="list-style-type: none"> <li>✓ Call the main office.</li> <li>✓ Nurse Natasha or someone in the main office will let you know what to do next and how to access the clinic.</li> <li>✓ If the issue is not life threatening, teachers may be asked to hold the student in class until contacted. There are limits as to how many people can be in the clinic at one time.</li> </ul>
<p>What else do I need to know about the clinic?</p>	<ul style="list-style-type: none"> <li>✓ The exterior door to the clinic (opposite 401) is <b>ONLY</b> for sick individuals (Covid or other symptoms). Students nor staff are permitted to enter through this door unless they are sick and have been advised to enter here. There will be signage on the door.</li> <li>✓ Injured students, students with medication needs, or any "non-sick" individuals should enter through exterior door near the Student Services/Counselor area or through the door near the Walker Conference Room.</li> <li>✓ All students visiting the clinic must have a pass/agenda.</li> </ul>