

Capt. Mark T. Voss Middle School

COVID-19 Back to School On-Campus Safety Plan



The Voss Middle School campus safety plan was created following [Boerne ISD's Back to School Safety Guidelines](#). We encourage you to review the document fully for additional updates, details, and clarification. It is organized by topic and areas where Covid adjustments were necessary. All policies and procedures are subject to change based on final enrollment numbers, and safety updates received from the district, health department, or state agencies. Our current Voss enrollment is 703 students. Of the 50% who have made their selection as of 7/23, approximately 75 students (19%) are enrolled in e-learning and 328 in-person (81%). If you have not made your selection, and to help us prepare student schedules, please do so before the district deadline, July 26, 2020. Survey is located on your Skyward account.

Details for E-Learning:

[Click here for Boerne ISD's E-Learning Plan](#)

[Boerne ISD E-Learning Plan FAQ's](#)

We know this is a difficult decision and are available to answer any questions you may have. For more information, you are encouraged to use the resources below:

Visit the [BISD COVID Website](#).

District email communications, Facebook, and Twitter

Attending VMS Parent Virtual Orientation on July 29th at 6:30 PM

Contacting Dr. Hinojosa directly at beto.hinojosa@boerneisd.net

VMS Covid-19 On-Campus Safety Procedures

AM Bus and Parent Drop-off Arrival

Current Practice: Doors open at 7:50 and upon arrival, students go to various locations throughout the campus. At the 8:25 bell, students pick up their Chromebooks from their assigned study hall and then proceed to 1st or 5th period class.

Covid Safety Plan - Doors will open at 8:00 AM. Parents are highly discouraged against drop-off prior to this time. Students arriving on the bus will report to the gym. Car riders will report to the cafeteria. Signs will be posted and students will be reminded to keep masks on as well as to social distance. A bell will ring at 8:15 and students will go to their study hall class to pick up their Chromebook and proceed to their 1st or 5th period class and read or work on homework through 8:35.

Assemblies

Current Practice: Grade level assemblies were held in the cafeteria at the end of each nine weeks.

Covid Safety Plan: VMS will be holding grade level assemblies virtually. Family informational nights such as grade level orientation and meet the teacher night will also be held virtually. Flight Camp will be a “Fly By” in the front car loop on August 7th. Tours for sixth graders and incoming families will be given in small groups of 10 students or less. An email will be sent out to provide additional information about this event with an explanation of how you can schedule your tour. Parents will not be allowed on campus.

Athletic Events

Current Practice: Parents and family members are encouraged to attend athletic events held at Voss.

Covid Safety Plan: At this time, parents and family members will be able to attend UIL events with social distancing in place and the usage of masks. UIL will be making the final decision regarding attendance at sporting events.

Athletic/P.E. Uniforms

Current Practice: Students stored their uniforms in their athletics/p.e. lockers and took them home as needed to be cleaned.

Covid Safety Plan: Students will take their uniforms home nightly to be washed.

Attendance

Current Practice: Attendance is taken at the beginning of each period through Skyward.

Covid Safety Plan: Attendance will continue to be taken at the beginning of each period.

Chromebooks

Current Practice: When transitioning to first class of the day, students pick up their Chromebook from study hall for use during the day. Chromebooks are returned to the cart at the end of the school day.

Covid Safety plan: Students will continue to use an assigned Chromebook on a daily basis. At the end of the day, the Chromebook will be disinfected and returned to the cart.

Classroom Cleaning

Current Practice: Currently classrooms and common areas are cleaned at the end of the instructional day by our campus custodial team.

Covid Safety Plan: Teachers will implement classroom cleaning protocols regularly using district provided cleaning supplies. Surfaces to clean include: student desks, chairs, door knobs, light switches, etc. Additionally, teachers will limit the usage of shared supplies.

Classroom Space

Current Practice: Class size average is between 25-30 and desks, tables, and chairs are organized based on lesson requirements.

Covid Safety Plan: With class sizes likely remaining at 20 or more, there will not be ample space within the classroom to social distance. Due to limited classroom space, student desks will be in close proximity to one another. Desk arrangements may include grouping, rows, and other arrangements to meet the need of class sizes. Teachers and students will wear masks when in the classroom and collaborative areas. Assigned collaborative areas will be utilized as much as possible to decrease the number of students in the classroom. Teachers are encouraged to use outdoor spaces in order to provide ample distance between students when working in small groups. Non-essential learning resources will be removed from the classroom space in order to allow for additional space. Plexiglass will be installed at select locations throughout the campus including Special Education spaces, computer labs, and classrooms with only tables such as art and science.

Communication

Current Practice: VMS sends weekly newsletters, posted regularly on social media, and met with families on an as needed basis.

Covid Safety Plan: Families will continue to be informed of campus happenings through campus newsletters, social media, and district webpage. Virtual meetings and assemblies will take the place of in person meetings.

Dismissal Process

Current Practice: At the final bell, students are released to their study hall to drop off their Chromebook and then immediately proceed to their dismissal locations (Bus or Front Loop). Students follow behavior expectations in the designated areas.

Covid Safety Plan: Students riding the bus will be released at staggered times. Students who ride busses that arrive later will be contained in a separate staging area. Teachers and staff on duty will monitor students to reinforce social distancing guidelines and maintain spacing along the loop area and front awning.

Elective Classes/Extracurricular Activities

Current Practice: Students participate in elective classes according to course TEKS and state standards. Students participate in extracurricular activities according to UIL guidelines.

Covid Safety Plan: Elective classes will adhere to campus and district guidelines and submit a program specific plan indicating steps taken to maximize student safety (Theater, Art, Band, Orchestra, Choir, PE, STEM/Robotics, FCS). Extracurricular plans will proceed and follow district and UIL guidelines.

Entry Points

Current Practice: Car riders enter and exit through the building's front doors. Bus riders enter and exit through the bus loop doors.

Covid Safety Plan: The same entry points will remain (front doors of the school and bus loop doors). Once students enter, they will move to the gym or cafeteria. Teachers and administration will be observing mask compliance as well as obvious symptoms as they enter the building. If symptoms are observed, students will immediately report to the nurse's clinic.

Grading

Current Practice: Teachers follow BISD's grading policies as published in the student handbook.

Covid Safety Plan: VMS teachers will continue to follow BISD's grading policies as published in the student handbook.

Health Assessments

Current Practice: Staff and students are encouraged to stay at home when they are feeling ill.

Covid Safety Plan: Students will not do health assessments. Parents will be asked to monitor their child and are expected to keep them home if they are displaying any symptoms. Teachers will be required to self report and to self screen daily on a district monitored form. If either students or

teachers are exhibiting any of the COVID symptoms during the day, they are to report to the nurse for further assessment.

Lunch

Current Practice: In 2019-2020, students were assigned to one of two lunches based on their 3rd and 7th period class. Students ate in the cafeteria at tables, one per seat/12 per table. During the last 10 minutes of lunch, students were encouraged to go out to the blacktop for supervised exercise.

Covid Safety Plan: VMS will schedule three lunch periods. Students will be socially distanced in the cafeteria, sitting at 6 per table. Two additional lunch spaces including the outdoor lawn/patio and blacktop will be available to decrease the number of students in the cafeteria. Students will enter the cafeteria and sit in assigned areas. To limit students in the lunch line, VMS personnel will call one table at a time to pick up their food. Microwaves will not be available for student use. Custodians will be assigned to the cafeteria and clean tables between lunches.

Masks

Current Practice: There has not been a need for students and staff to wear masks and/or shields.

Covid Safety Plan: Masks will be required by staff and students while inside the campus building. Students who do not wear a mask will not be allowed in the classroom or building and parents will be contacted. Masks will only be taken off to eat lunch and when appropriate social distancing can be met. This will vary throughout the child's day. Teachers will be encouraged to use outdoor spaces as much as possible in their lessons.

Performances

Current Practice: At student performances, parents and family members are encouraged to attend to support their student.

Covid Safety Plan: Further information will be provided prior to the scheduled performance date.

Passing Periods/Hallways

Current Practice: The bell rings and all students are released from their classes. Five minute transition periods are incorporated into their daily schedule. In the hallways, students are allowed to collaborate during class times and congregate during passing periods as they transition from class to class.

Covid Safety Plan: Students will be expected to wear their face coverings while in the hallway. Twelve minute transition periods will be provided between classes. A bell will ring every four minutes. Sixth graders will be released upon the first bell, seventh graders on the second, and eighth graders on the third bell. Students will be expected to social distance. Teachers will be supervising the hallways during all passing periods, observing students to ensure that masks are being worn and that students are not displaying symptoms. Academic lockers and vending machines

will not be used to help eliminate congregation and minimize the possibility of transmission. Lockers will be available in athletic and fine arts areas only.

Physical Activity Opportunities / Recess

Current Practice: All students were allowed to go to the blacktop the first 40 minutes of the morning (7:50-8:25) and for the last 10 minutes of their lunch period. Students were encouraged to socialize and to be active in sport and physical activities.

Covid Safety Plan: VMS will continue to encourage teachers to incorporate activity breaks into their curriculum. The student body will be on a rotating schedule by grade level to use the blacktop during lunch. Blacktop will be closed in the mornings during arrival time. This will enhance social distancing in the cafeteria during all lunch periods. Because it may be impractical for students to wear masks while participating in some activities during PE or non-UIL extracurricular activities, staff will ensure safe distancing during these instances. A more detailed PE and athletic plan will be provided by BISD Athletics.

Restrooms

Current Practice: Students use the restroom during transitions, lunch, and/or class time. Teachers had individual plans for allowing bathroom use during instructional time.

Covid Safety Plan: VMS will follow a pass system for restroom use. Social distancing/mask guidelines will be posted in all restrooms. Students will be reminded to be self-directed in their responsibilities. Students must wash hands and use hand sanitizer before entering the classroom. Per BISD guidelines, restrooms will be monitored and disinfected once per hour by approved personnel.

School Supplies

Current Practice: Students receive a school supply list that includes individual and collective materials. Items are housed in the classrooms and office and used as needed.

Covid Safety Plan: School supply list has been communicated and can be found [here](#). VMS will still need school wide supplies for student and teacher use. Beyond novels, calculators, and other essential items, sharing of supplies will be limited. Students have the option to purchase and bring their own. We understand some supplies will be difficult to find and we appreciate anything you are able to contribute.

Signage

Current Practice: Classrooms and common spaces are marked for location identification.

Covid Safety Plan: Covid symptom signs will be posted outside of classrooms and serve as reminders for students and staff. Additionally, 6 foot apart signs will be placed throughout the campus to remind students of social distancing.

Social Emotional Learning

Current Practice: Students can ask to visit with a counselor or may be referred by teachers or parents. Study Hall restorative circles are held every Friday during Study Hall. Counselors provide individual support, small group intervention, and guidance lessons in the classroom.

Covid Safety Plan: Counselors will continue to be available for students both in person and through remote conferencing. Teachers and parents will also have the opportunity and platform to refer students for counseling. Small group and classroom guidance will be available through direct instruction and distance learning. Restorative Circles will continue.

Transportation

Current Practice: Students rode the bus in accordance with the BISD transportation policy.

Covid Safety Plan: For students riding BISD buses, strict compliance to guidelines is required to maintain riding privileges. To review the BISD transportation policy, click [here](#).

Visitors

Current Practice: Parents, grandparents, and other visitors to the campus report to the front office and either sign in with the receptionist or use their ID to check in. Volunteers are encouraged.

Covid Safety Plan: Visitors will not be allowed on campus at this time unless they have an appointment for school business such as registration, conference, principal meeting. Parents are allowed to drop off items but cannot enter the building beyond the front vestibule. Anyone entering the campus with an appointment, will be expected to wear a mask. Whenever possible, teacher conferences, 504 meetings, and ARDS will be scheduled via video conference. Any in person conferences will follow mask and social distance protocols.

Water

Current Practice: Students bring water bottles from home and can use the water fountain throughout the school day.

Covid Safety Plan: Per BISD Safety Plan guidelines, water fountains will be disabled. Students must bring one or more water bottles from home for hydration throughout the day.