

# TRINITY BASIN PREPARATORY

## Safe Return to In-Person Instruction and Continuity of Services (RIPICS)

Effective 09/22/23

**These procedures are developed in accordance with TEA, state, and federal guidelines. These procedures remain subject to change based on additional guidance issued by any authority governing Trinity Basin Preparatory.** A summary of these procedures will be made available to all TBP employees and families.

### Masks

TBP's guidelines regarding masks will comply with applicable government orders.

Staff and students are encouraged to bring their own masks. However, TBP will make disposable masks available to any staff and students who want them.

### General Procedures for Staff and Students

- Students will be instructed in good handwashing techniques and given frequent opportunities to wash and/or sanitize their hands.
- Staff and students will be encouraged to cover coughs and sneezes with a tissue. Used tissues should be thrown in the trash and then hands should be washed/sanitized.
- Staff and students are encouraged to remain as physically distant from other persons as possible when on TBP campuses and in TBP buildings.
- During the school day, campus staff will sanitize frequently touched places and areas, including door handles, common tables/desks, shared supplies, and high touch devices.
- Sanitizing wipes and/or spray will be available for use by staff as needed.
- After each school day, a cleaning crew will perform a deep clean of every area of the building that was occupied that day.

### Building Preparation

- Hand sanitizer stations will be placed throughout the building.
- All cleaning products will be safely stored and secured.

### Arrival on Campus

- If practicable, multiple doors may be used promote separation of students entering and exiting the building.

### Breakfast and Lunch

- Students who wish to eat breakfast will go to the breakfast line and then find a designated spot to eat. Students who are not eating breakfast will wait for class to begin at a designated spot in the building.
- One class at a time will go to the cafeteria to pick up their lunch and then students will sit at a designated spot in the cafeteria to eat.

### Documentation of Students on Campus

- Each morning teachers will take attendance in Skyward in order to document who is in the classroom each day. If a manual attendance roster is required, the teacher should post it outside the classroom and a receptionist will pick it up. Teachers should not send students to the front office with the attendance rosters.

### General Health and Safety Procedures

- Students should engage in handwashing for at least 20 seconds at least two times each day, in addition to after using the restroom and before eating.

### Positive COVID-19 Student or Staff Member

- Any student or staff member who tests positive for COVID-19 should follow their medical provider's orders or current CDC guidance. This includes the number of days required to isolate at home and if and when the individual should wear a mask.