



**FAITH ★ FAMILY
ACADEMY™**

*Return To In-Person Instruction and Continuity of Services
Plan (RIPICS)*

**FAITH FAMILY ACADEMY
2021-2023**

Updated Dec. 2022

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A MESSAGE FROM OUR SUPERINTENDENT

August 11, 2021

Dear Faith Family Academy Students, Staff, and Families,

The 2021-2022 school year is already off to a fast start, and we are excited to see our students back on campus and in their classrooms. Faith Family Academy continues to follow the Health and Safety Policy approved by our Board of Trustees which is based on direction from the Governor of the State of Texas.

The most important element of our protocols is Personal Responsibility, and we must each take the steps necessary to remain safe and positively affect the safety of others. Self-discipline is the guiding principle we are asking all students and staff to exercise every day.

Major points to remember:

- Faith Family Academy strongly encourages the use of masks or face protection while inside school or district buildings.
- Faith Family Academy strongly encourages everyone who qualifies to get vaccinated to protect yourself and others.
- Anyone – student or adult – with a fever of 100 degrees Fahrenheit or higher should NOT come to school or any Faith Family Academy facility.
- Faith Family Academy will continue to clean and disinfect all district facilities and will require frequent handwashing throughout the school day.
- Students and staff should practice social distancing on campus whenever feasible.

To keep up to date with the latest news from Faith Family Academy, please visit our website at www.faithfamilyacademy.org and sign up to receive email alerts and our Eagles' Nest newsletter.

We hope you and your children feel prepared and assured that Faith Family Academy is doing everything possible to put students first. Let's all work together to keep ourselves and others safe so we can see every Eagle student take flight this year.

Sincerely,

Mollie Purcell Mozley, Ed.D.

Superintendent of Schools

INTRODUCTION & DISTRICT PRIORITIES

As a school district, FFA looks forward to welcoming students back to school on August 3. Despite the challenges with COVID-19, our district will continue to provide the excellent education to our students, which will include both in-person and virtual learning environments. As the public health crisis continues, we have been planning for the opening of the 2021-22 school year with a focus on the health, safety and well-being of our staff, students and community. These Core Beliefs guide our decision-making process:



While FFA is planning for two different instructional environments, our plan follows recommendations for school opening and operations provided by the Centers for Disease Control and Prevention (CDC), the Texas Education Agency, and state and local health officials.

The District will provide every student with equitable access to high quality, culturally and personally relevant instruction, curricula, support, facilities, and other educational resources, and differentiate resources to accomplish this goal.

The situation with COVID-19 is continuously changing, as are the protocols and measures needed to keep students and

staff safe. Plans will remain flexible to accommodate potential changes and these guidelines may be modified as needed. As adjustments may be necessary throughout the coming school year, it will be our priority to keep the community informed of those changes and updates. The FFA website will provide you with the most up-to-date information. www.faithfamilyacademy.org.

STAKEHOLDER FEEDBACK AND INPUT

Faith Family Academy will continue to seek feedback and input from our families and teaching staff regarding their experiences during school closure in the spring and on concerns and needs as we plan for the fall with a lens of continuous improvement.

Reshaping 2021-2022 – The Faith Family Academy School Calendar and Online Learning Survey

Faith Family Academy surveyed parents, students, employees, and community members in May during the COVID-19 shutdown about a variety of issues, including instructional quality, meals-to-go services, and the academic calendar for the upcoming year.

Total Responses						
Students	Parents or Guardians	Teachers	Support Staff	School Leaders	Central Office Staff	Total
1,982	785	150	52	11	36	3,016

Principal & Faculty Survey

Faith Family Academy is currently polling principals and faculty to collect input on exactly what will help ensure a successful reopening of classes for the new school year.

Teachers are being asked questions to collect their thoughts about online learning during Spring 2020 and what they feel will improve the process going forward. They are being asked how they feel about returning to teaching, if they are ready for in-class, virtual, or both types of instruction, and what support they need to make the 2021-2022 a successful year.

INSTRUCTIONAL INFORMATION FOR FAMILIES

This upcoming school year FFA will be implementing instructional practices to provide consistency across learning environments and ensure the safety of students and staff. For 2020-2021, Faith Family Academy families may choose in-person or virtual, online learning pending further mandates from state or local health officials.

Regardless of learning environment, Faith Family Academy is committed to ensuring that students have an equitable experience and access to high quality instruction.

- ❖ Students will interact with instruction in two different environments (in-person and virtual/remote) making it necessary for teacher teams to plan instruction that is content-consistent, yet environment-specific to ensure equitable learning opportunities for all students.
- ❖ Learning experiences are designed to meet the needs and environment of the learner where they are.
- ❖ Students, regardless of learning environment, will engage in high-quality learning experiences aligned to Faith Family Academy curriculum and Texas Essential Knowledge and Skills (TEKS).
- ❖ Students who begin the year in in-person learning may move into remote learning if needed due to student/staff illness or county or state regulations.
- ❖ Grading and attendance policies are consistent with expectations that would occur in an on-campus environment.

In-Person Instruction

Should a parent choose In-Person instruction, students will have a regular schedule and attend class five days a week. Firstly, please know that there is nothing more important to us than the health and safety of our students, parents, and staff. In that regard, we have diligently reviewed all of our current, best practice operating and safety procedures to ensure adherence to the latest CDC guidelines regarding sanitation of equipment and resources, disinfection of communal surfaces, and availability of hand washing stations or hand sanitizer.

We will continue to monitor these practices, and keep up to date with CDC, state and local health authorities' guidelines as the situation develops (and hopefully declines!).

In addition to complying with CDC and State guidelines, Faith Family Academy is also implementing the following safety procedures:

- ❖ Students will be screened for fever daily.
- ❖ Hand washing stations have been added throughout our campuses so individual students and

entire classes can practice handwashing routines.

- ❖ Hand sanitizers will be available in every classroom.
- ❖ Face mask requirements will be followed by applicable students and staff.
- ❖ Campuses are modifying building procedures for social distancing, including one-way hallways, modified lunch schedules and end of day release procedures.
- ❖ Classrooms and campuses will implement immediate response procedures when dealing with students and/or staff that present COVID symptoms, including isolation of affected people and informing stakeholders should a positive case be identified.
- ❖ Students who self-screen or are identified with concerns of COVID symptoms will be able to opt into temporary remote learning without penalty until they are able to return.
- ❖ CDC posters will be posted throughout the building to remind and enforce good hygiene practices.
- ❖ Health and safety lessons such as hand washing, self-screening, and social distancing will be integrated into teaching daily.
- ❖ Faith Family Academy has incorporated two early release days each month for regular deep cleaning and disinfecting of our campuses.

Remote Instruction

FFA remote learning will engage students with TEKS-aligned curriculum and academic material, high quality learning experiences, and meaningful connections with their teachers and other students through the district's management learning system, Schoology. All activities will be designed to meet the needs of the student in the online environment through differentiated experiences that are consistent with those of their grade-level peers attending face-to-face.

- ❖ Teachers will teach FFA remote classes from their classrooms and/or other assigned FFA facilities to provide 250-400 minutes of daily instruction.
- ❖ Teachers will provide instructional resources and support through the use of Schoology and other digital learning instructional programs.
- ❖ Parents will support students to ensure they have access to a device, a place to work and are engaged in virtual learning activities.
- ❖ In addition to providing explicit communication for families to support the remote learning, Faith Family Academy will maintain open lines of communication to ensure each student is academically and socially-emotionally future ready.

- ❖ Teachers will utilize the same curriculum as students who attend in-person instruction to provide a seamless educational experience.
- ❖ Grading and attendance policies are consistent with expectations that would occur in an on-campus environment.

Faith Family Academy will adhere to the following standards for remote learning:

- ❖ Teachers will have planned availability for students, including scheduled office hours. Students will be able to get teacher support when needed, and students will know how and when they can interact with their teachers.
- ❖ Direct instruction will be delivered by teachers virtually and through videos and presentations.
- ❖ Students will receive explicit instructions direction on how to access and use the online learning materials.
- ❖ Students with disabilities and English learners will receive modification and/or accommodations outlined in the IEP and/or LPAC.

Remote Instruction Teaching Plan

REMOTE INSTRUCTION TEACHING PLAN

SYNCHRONOUS

Requires all participants to be **virtually present** at the same time



- Check-in with students daily
- Conduct regularly scheduled live interactive classes daily
- Record instructional lesson (use for Asynchronous lesson)



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Learning Management System



- Use for both synchronous and asynchronous instruction
- Design and deliver daily lessons, accommodating and modifying to support student with disabilities and ELs
- Assign activities, homework, and assessments
- Record daily lessons and use for asynchronous instruction
- Document teacher/student interactions
- Maintain grades and daily student engagement for progress documentation
- Provide regular feedback, weekly
- Communicate and support families regularly

Additional TEACHER Expectations

- Provide 250-400 mins. of instructional time
- Schedule a 90 min. office hour block for instructional support and/or tutoring
- Participate in content-focused, job-embedded training to develop content knowledge, remote instructional delivery, and use of LMS
- Analyze and respond to data by adjusting instruction to meet students' needs
- Grading and attendance policies are consistent with expectations that would occur in an on-campus environment

ASYNCHRONOUS

Does **not** require all participants to be **virtually present** at the same time



- Check-in with students daily by 8 a.m.
- Assign instructional recording from synchronous lessons
- Pre assign work
- Provide instructional support sufficient for student progress

Remote Instruction Learning Plan

OPTION 1: SYNCHRONOUS

Requires all participants to be **virtually present** at the same time



- Login to Schoology at 8:00 am daily
- Participate in live interactive lessons daily
- Follow daily instructional schedule for grades and attendance

REMOTE INSTRUCTION LEARNING PLAN OPTIONS



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Learning Management System



- Log in at 8:00 am for both synchronous and asynchronous instruction
- Retrieve, complete and submit assignments daily
- Watch daily live or recorded lessons
- Interact with teacher daily
- Receive feedback, weekly

Additional STUDENT Expectations

- Participate in 250 – 400 mins of instructional time daily
- Check in with teacher daily at 8:00
- Seek instructional support during designated time

OPTION 2: ASYNCHRONOUS

Does **not** require all participants to be **virtually present** at the same time



- Login to Schoology daily
- Watch recorded lessons/presentations
- Access daily lessons and assessments
- Utilize discussion boards to interact
- Complete and submit daily assignments for grades and attendance

Remote Synchronous Learning is defined as two-way, real-time, live, instruction between teachers and students, through the computer or other electronic devices using Schoology. Students enrolled in FFA Remote Learning will be assigned a virtual class schedule and will be able to access live, synchronous instruction during each school day or participate in Asynchronous Learning (as below).

FFA student expectations for Remote Synchronous Learning:

- ❖ Students attend live classes on time, per their class schedule.
- ❖ Students are ready to engage and learn.
- ❖ Students should have a designated, distraction-free workspace to engage in learning.
- ❖ Students will show their face on the screen to engage with the teacher virtually.
- ❖ Students will participate in the class activities, discussions and assignments.
- ❖ Grades and attendance policies are consistent with expectations that would occur in an on-campus environment.

Remote Asynchronous Learning is a curricular experience where students engage in the learning materials on their own time, interacting intermittently with the teacher via the computer or other electronic devices using Schoology. Students enrolled in FFA Remote Asynchronous Learning will be able to access recorded presentations, assignments, and assessments. Students will be assigned a virtual class schedule in case students would like to jump on a synchronous instruction lesson if needed.

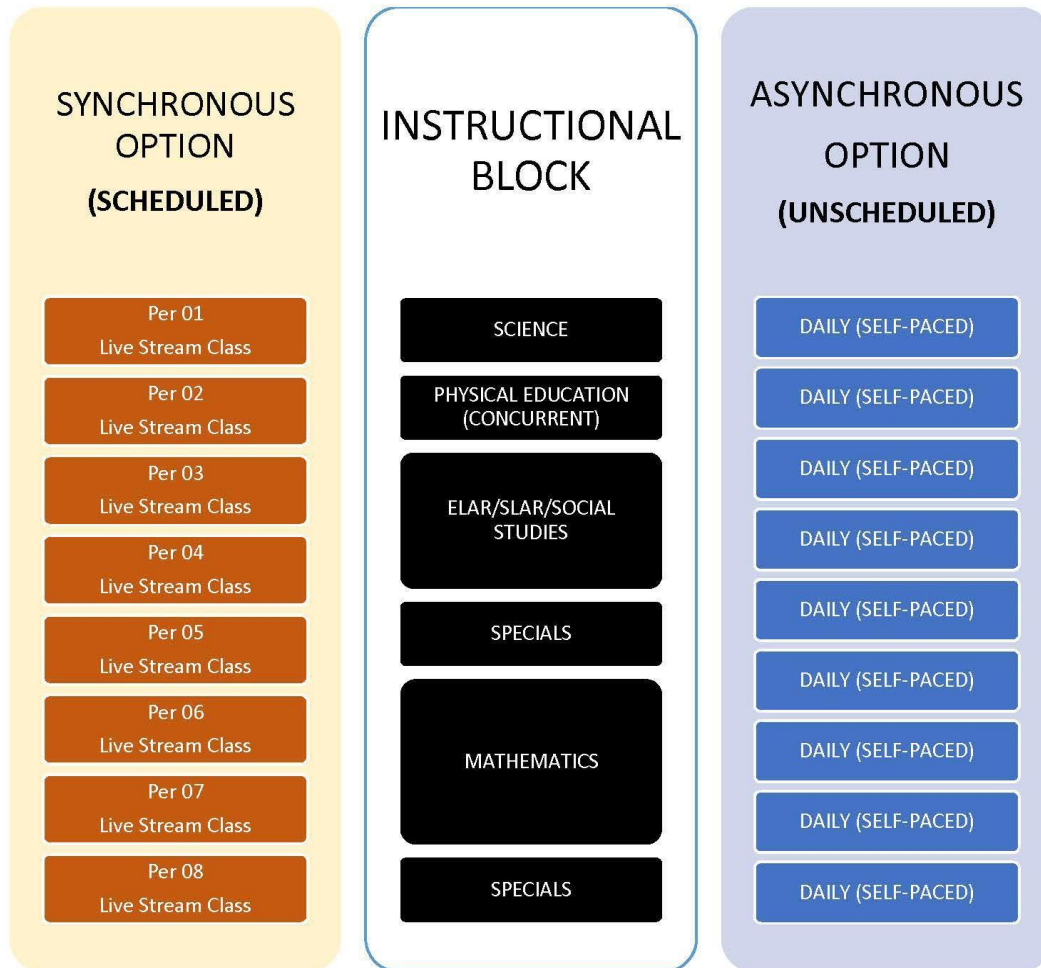
FFA student expectations for Remote Asynchronous Learning:

- ❖ Students will complete asynchronous activities daily.
- ❖ Students show proof of participation in daily virtual instruction by satisfactorily completing assignments to demonstrate evidence of student learning, e.g., video, picture or activities submitted as lessons and/or completing assignments.
- ❖ Students and parents will communicate with the teacher when needing additional assistance, tutoring, etc. during scheduled time.
- ❖ Grades and attendance policies are consistent with expectations that would occur in an on-campus environment.

Schedule for Remote Learning

While in a remote learning environment, time management is critical to success. Students and teachers must remain in communication regarding daily schedules and assignments. As with any traditional course, there is a risk of receiving a lower grade if a student falls behind. If students are struggling with time management, then the parent or student should contact the teacher for additional assistance.

ELEMENTARY REMOTE INSTRUCTION SCHEDULE

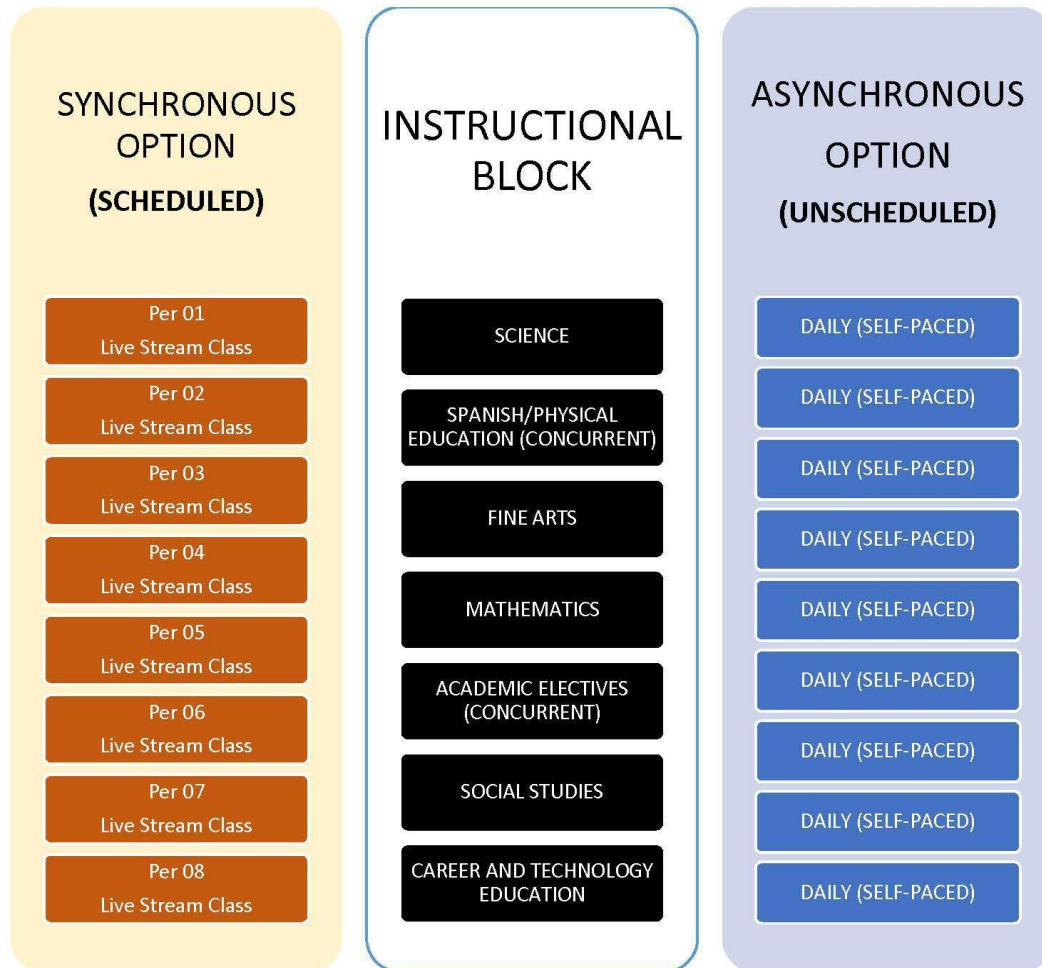


TOTAL TIME PER DAY: 250 MINUTES (minimum) - 400 MINUTES (maximum)

ONLINE TUTORIALS/OFFICE HOURS 90 MINUTES DAILY

Before school (30 minutes) - After school (30 minutes) - During school (30 minutes)

SECONDARY REMOTE INSTRUCTION SCHEDULE



TOTAL TIME PER DAY: 250 MINUTES (minimum) - 400 MINUTES (maximum)

ONLINE TUTORIALS/OFFICE HOURS 90 MINUTES DAILY

Before school (30 minutes) - After school (30 minutes) - During school (30 minutes)

Attendance for Remote Learning

It is important that students understand that Remote Learning attendance is based on daily engagement, not solely the completion of assignments. State law TEC §25.092 still require students to attend at least 90% of their classes to receive credit and be promoted. Remote attendance will count in the same manner as on-campus (face-to-face) attendance in satisfying this requirement.

Per Texas Education Code (TEC), §25.092, students must attend 90% of the days a course is offered (with some exceptions) in order to be awarded credit for the course and/or be promoted to the next grade. This requirement remains in force during the 2021-22 school year.

- ❖ Remote attendance will count in the same manner as on-campus (face-to-face) attendance in satisfying this requirement.
- ❖ It is important that students understand that virtual learning attendance is based on daily engagement, not solely the completion of assignments.

Students who login to Schoology each day and engage in teacher-assigned learning apps are considered “present” and will not be marked absent. Students who have not logged in by 3:00 pm each school day will be marked absent. This absence can be resolved if the student engages in daily learning assigned by their teachers via Schoology by 11:59 p.m. that same day.

Parents and students will receive absence notifications via REMIND after 6:00 pm each day and will be reminded of the opportunity to resolve that day’s absence if the student engages in learning before 11:59 pm of the same day via Schoology/REMIND. (Notifications may be controlled by parents via Parent Portal.)

Any absences recorded but resolved by the student before 11:59 p.m on the same day, will be reconciled based on login records of Schoology.

If a student is engaged in asynchronous learning and completes the entire weeks' worth of learning activities on Monday and does not log in for the remainder of the week, he/she will be marked “present” on Monday only and counted “absent” for Tuesday-Friday.

Remote Learning Grading

Grading for all remote courses will follow the same grading policy as the courses in the face-to-face model. Remote Learning courses that earn high school credit will count in GPA calculation and class rank.

Special Education Support

ARD Committees will determine the unique needs of students who receive special education services and will make service recommendations for students attending the Remote Learning program. The

nature of special education interventions will likely require a heavier concentration of synchronous supports and services to ensure that individual student needs are met. Progress will be carefully monitored and ARD Committees will convene as needed to make appropriate recommendations to meet individual student needs. This will ensure continued growth in the general education curriculum and on IEP goals and objectives.

What course options will my child have if virtual instruction is selected?

Core academic courses will be offered at all grade levels. Elective options are being explored and will be offered to the greatest extent possible. More detail on elective options will be forthcoming.

Elementary & Middle School

Teachers will design on-line courses with the guidance and support of our Curriculum & Instruction Department, Curriculum Frameworks, and the use of District resources. Elementary School courses will be taught directly by a teacher in a common virtual learning platform. Classroom teachers will be responsible for extensions, grading, and student interaction. Faith Family Academy Curriculum and Instruction staff and campus Instructional Coaches will support teachers with instructional delivery during the first six weeks. Schedules will be determined by each individual campus.

High School

Teachers will design on-line courses with the guidance and support of our Curriculum and Instruction Department, Curriculum Frameworks, and the use of District resources. STAAR EOC courses will be taught directly by a teacher in a common virtual learning platform, with daily teacher interaction in order to ensure student support is provided. Other core courses and graduation requirements will be taught directly by a teacher in a common virtual learning platform with daily teacher interaction as well. Elective courses that will be provided in the virtual instruction environment are still being identified. Higher Education partners have already announced that they will be offering most Dual Credit Courses virtually. Students selecting virtual instruction will be able to take advantage of these offerings as well. Complete course guides for high school students are being developed now and will be updated soon. Schedules will be determined by each individual campus.

Who will lead online learning?

Faith Family Academy teachers will provide virtual instruction.

What will the work schedule be for teachers who teach virtually?

Virtual instruction teachers will follow a traditional teacher work schedule. Students will be required to engage in instruction 250 – 400 minutes, daily. Teachers will engage with students during the required instructional time, as well as maintain identified "office hours" to support student and parent

communication. Office hours are designed as additional support and resource for the student and families, not to replace the instructional hours required.

Will teachers be trained to instruct in the new format?

Yes. The district's PD calendar outlines the opportunities for initial and ongoing educator development. The job-embedded educator development will be provided by the instructional coaches and/or special program coordinators either one-on-one or via Zoom.

Through the initial and ongoing topical discussions throughout the fall semester on how to effectively leverage Schoology, educators will learn how to deliver course content and respond to the data provided by the LMS feedback system.

Will teachers and students be provided technology to be able to effectively teach and participate in the Virtual School?

Yes. Teachers will use the existing technology in their classrooms. Students who select virtual instruction will be prioritized for appropriate technology devices. Laptops, tablets, and mobile devices and hot spots are available for students enrolled in virtual instruction.

Where will the virtual instruction teachers be assigned to work?

Teachers will work out of an empty classroom on their home campus. If this is not a possibility, other District options are being explored.

Will students enrolled in virtual instruction be assigned to an intervention specialist?

Yes, students enrolled in virtual instruction will work with their intervention specialists.

Will there be an enrollment process for virtual instruction?

Yes, virtual instruction is an option when parents enroll students.

When is the deadline for parents to decide if they want in person or virtual school?

In order to prepare for the first day of virtual school, we are asking parents who are requesting virtual instruction to complete registration documentation by Sunday, August 2, 2021.

Can students transfer from in-person instruction to virtual or from virtual to in-person, during the year?

Yes, an opportunity to transfer from instructional platforms will be available at the conclusion of each grading period (every 6 weeks).

Will virtual instruction have set instructional times or self-paced learning?

Virtual instruction will be an asynchronous or self-paced model of instruction. To support student learning, there will be direct instruction requirements that will require a student to engage with teachers

at specific times. Schedules for instructional time will be established at each individual campus and by grade levels to ensure we are differentiating to meet the needs of all of our learners.

How will my student be graded if they participate in virtual instruction?

Grades for virtual instruction will follow all District grading policies. Numeric grades will be assigned for each 6-weeks and semester basis. There may be situations where courses selected by the student cannot be delivered in a virtual environment. In those situations, school counselors will work with the student to select an appropriate course that will be delivered virtually.

How will attendance be taken if my student participates in virtual instruction?

Attendance will be taken daily by the classroom teacher in one of three ways.

1. Students engage in online learning and demonstrate progress with lessons, assignments, and teacher instruction.
2. Students directly interact with their classroom teacher and teacher confirms student engagement for a particular day. Student/teacher interaction can be through multiple methods, including telephone or digital means.
3. Students submit an assignment through the learning management system on a particular day.

Students will be counted present on days in which they engage in one of these three methods.

How will I communicate with my child's teacher in a virtual setting?

Teachers will be required to use a common learning platform. Teachers will be using Schoology in order to provide more direct communication to parents and families. More details on these sites will be shared with families from the Campus Leadership in the weeks to come.

Will PreK be taught virtually?

Yes, PreK will be offered both virtually and in person. Faith Family Academy will offer a variety of models and instructional supports to PreK teachers and campuses.

RETURN TO **IN-PERSON INSTRUCTION** PROTOCOLS

The following are the return to onsite work protocols for Faith Family Academy campuses and administration buildings. Since this is an ever-changing situation, the district may need to change protocols at any time to address specific needs and circumstances in order to protect the health and safety of students, employees and the community. Please note, health guidance cannot anticipate every unique situation. As a result, FFA will continue to consult available guidance through governmental agencies and other information deemed relevant to monitor the situation. The district will comply with applicable federal and state employment and disability laws, workplace safety standards and accessibility standards to address individual needs.

Health and Safety Preparation

The Centers for Disease Control and Prevention (CDC) provides guidance, recommendations, and resources to assist with plans and protocols for health and safety. Before schools re-open, FFA will ensure all staff, resources and supplies are prepared for opening school, including but not limited to assigning sufficient staff to carry out re-opening, ensuring proper training and stocking inventory of necessary supplies, such as personal protective equipment (PPE).

Faith Family Academy will implement health and safety plans that include:

- Ensuring adequate supply inventory (e.g., PPE, cleaning supplies, hand sanitizer, etc.)
- Cleaning with products approved by governing authorities and per guidelines from the Environmental Protection Agency
- Ensuring compliance with CDC, Health and Human Services, the Texas Education Agency and other jurisdictional policies
- Providing communication of procedures and expectations upon entering facilities and throughout buildings.

Improving Ventilation

- In order to ensure good air quality, we will have air ducts cleaned and serviced to ensure proper ventilation and to retrofit existing air ducts for new systems. We will be replacing and upgrading older units that are 15+ years old or more. Additionally, we will utilize UV filters in all buildings. This will enable the LEA to maintain clean and healthy air within our facilities.

Community Vaccinations

- On October 28, 2021, Faith Family Academy partnered with Concilio to provide an opportunity for all eligible staff and students to receive a COVID-19 vaccination on campus.
- The district is working with Concilio to provide future opportunities for vaccination for all eligible staff and students.

Health and Safety Training

- Faith Family Academy will provide information to students on appropriate hygiene practices.
- Parents are asked to talk to their students about COVID-19 symptoms and prevention strategies.
- Teachers will attend training and develop classroom procedures consistent with TEA, District and CDC guidance.
- All staff will be trained on COVID screening, identification of symptoms, prevention of spread, and sanitation of work areas.

Protocols for Screening and Isolation

General Screening Protocols

All students and staff will pre-screen for COVID-19 symptoms daily and individuals with symptoms prior to arrival, and individuals with symptoms will be separated and sent home.

1. Staff will be required to complete a self-screening process prior to entering a Faith Family Academy building, and the District may require further screening of employees at any time based on current state and federal guidelines. Teachers and staff should take their own temperature daily. Teachers and staff must report to the school system if they themselves have COVID-19 symptoms, or are lab-confirmed with COVID-19, and if so, they must remain off campus until they meet the criteria for re-entry as noted below. Additionally, they must report to the school system if they have had close contact with an individual who is lab-confirmed with COVID-19, as defined at the end of this document, and if so, must remain off campus until the 14-day incubation period passed.
2. A parent or guardian will be required to screen their children for COVID-19 symptoms each day prior to sending them to school. Parents will need to take their child's temperature daily. Additional screening may be conducted during the school day based on current state and federal guidelines.
 - ❖ Parents must ensure they do not send a child to school on campus if the child has COVID-19 symptoms (as listed in this document) or is lab-confirmed with COVID-19, and instead should opt to receive remote instruction until the below conditions for re-entry are met.
 - ❖ Parents may also opt to have their students receive remote instruction if their child has had close contact with an individual who is lab-confirmed with COVID-19 until the 14-day incubation period has passed.
3. Staff and students should not enter campuses or district buildings if any of the following apply. The individual is:
 - ❖ Sick or has been sick in the past 14 days. **Symptoms to watch for:** fever(100°F or higher), cough, shortness of breath/difficulty breathing, chills, muscle pain, headache, sore throat, new loss of taste or smell, shaking or exaggerated shivering, diarrhea.
 - ❖ Has a confirmed case of COVID-19 or has been in close contact with a person with a confirmed case of COVID-19. These individuals must follow all isolation and quarantine guidelines from the local health authority or their physician.
 - ❖ Has a household member who is awaiting COVID-19 test results or is awaiting their own test results.
 - ❖ Has traveled internationally or on a cruise in the past 14 days. These individuals must follow current CDC self-quarantine recommendations: [CDC Recommendations Link](#)
 - ❖ **Additional screening may be conducted upon arrival to school and during the school day. Teachers will monitor students and refer them to the nurse if symptoms are present.**
4. **VISITORS:** Excluding parental drop-off and pick-up, before visitors are allowed onto campuses, all visitors will be screened to determine if visitors have COVID-19 symptoms (as listed in this document) or are lab-confirmed with COVID-19, and if so, they must remain off campus until they

meet the criteria for re-entry as noted below, until the 14-day incubation period has passed. Visitors will also be screened via temperature checks. FFA will restrict visits in school to only those essential to school operations.

Isolation Protocols

Any individuals who **themselves** either: (a) are lab-confirmed to have COVID-19; or (b) experience the symptoms of COVID-19 (listed below) must stay at home throughout the infection period, and cannot return to campus until the school system screens the individual to determine any of the below conditions for campus re-entry have been met:

1. In the case of an individual who was diagnosed with COVID-19, the individual may return to school when ALL three of the following criteria are met:
 - At least three days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications);
 - the individual has improvement in symptoms (e. g. cough, shortness of breath); and
 - at least ten (10) days have passed since symptoms first appeared.
 2. In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19, such individual is assumed to have COVID-19, and the individual may not return to campus until the individual has completed the same three-step of criteria listed above.
 3. If the individual has symptoms that could be COVID-19 and wanted to return to school before completing the above stay at home period, the individual must either (a) obtain a medical professional's note clearing the individual for return based on an alternative diagnosis OR (b) receive two (2) separate confirmations at least 24 hours apart that they are free of COVID-19 via acute infection tests at an approved COVID-19 testing location found at <https://tdem.texas.gov/covid-19/>.
- ❖ For students displaying symptoms of COVID-19 or are feeling feverish, the school nurse will provide a clinical assessment to determine if and when a student needs to be sent home.
 - ❖ Any student who shows COVID-19 symptoms while at school will be immediately separated from their peers until the student can be picked up by a parent or guardian within a specified period of time.
 - ❖ Other students will be removed from the classroom and taken to an alternate location on campus (go on a walk outside, move to a different classroom, etc.) so that the classroom can be disinfected.
 - ❖ FFA will close off areas that are heavily used by the individual with the lab-confirmed case (student, teacher, or staff) until the non-porous surfaces in those areas can be disinfected.

- ❖ FFA will clean the areas used by the individual who shows COVID-19 symptoms while at school (student, teacher, or staff) as soon as is feasible.
- ❖ Students who report feeling feverish should be given an immediate temperature check to determine if they are symptomatic for COVID-19.
- ❖ If an individual who has been in a school is lab-confirmed to have COVID-19, the school must notify its local health department, in accordance with applicable federal, state and local laws and regulations, including confidentiality requirements of the Americans with Disabilities Act (ADA) and Family Educational Rights and Privacy Act (FERPA).
- ❖ Staff members displaying COVID-19 symptoms will follow district protocols including isolation from students and other staff members.

Protocols for Personal Protective Equipment (PPE) / Face Coverings

One of the most effective measures to prevent the spread of the virus includes the utilization of facemasks. **All students and staff at Faith Family Academy will comply with the Governor's current Executive Orders regarding face masks prior to boarding a school bus or entering a school facility and throughout the school day.** This requirement is subject to change.

- ❖ Masks include non-medical grade disposable face masks, cloth face coverings (over the nose and mouth), or full-face shields to protect eyes, nose, and mouth, or full face shields to protect eyes, nose, and mouth.
- ❖ In addition to the executive order, school systems may require the use of face masks or face shields for adults or students for whom it is developmentally appropriate.
- ❖ Masks must adhere to the District dress code policy on clothing and accessories, no lewd, vulgar or offensive clothing or pictures/symbols that promote hate, gang violence, drugs, etc.
- ❖ Students unable to wear face masks for documented health reasons may be provided with a reusable face shield as an alternative.
- ❖ Individual needs regarding face coverings will be addressed on a case-by-case basis. Requests for accommodations should be submitted to campus administration.

Hand Washing and Disinfecting Expectations

Frequent hand sanitization and disinfection will be required to ensure the health and safety of students and staff.

- ❖ Hand sanitizer and/or handwashing stations will be available in high use areas of the campus, e. g. at the main entrance to the building, in classrooms, in the cafeteria and in common areas throughout the campus.

- ❖ Staff and students will be expected to regularly wash or sanitize their hands.
 - FFA will encourage students engage in supervised handwashing for at least 20 seconds at least two times each day, in addition to being encouraged to wash hands after using the restroom and before eating, as appropriate.
 - FFA will teach students good handwashing techniques.
 - Students, teachers, staff, and campus visitors will be encouraged to cover coughs and sneezes with a tissue, and if not available, covered in their elbows. Used tissues should be thrown in the trash, hands should be washed immediately with soap and water for at least 20 seconds, or hand sanitizer should be used.
- ❖ Habitual and thorough handwashing will be expected after recess, before eating, and following restroom breaks.
- ❖ Staff will limit the use of shared supplies when possible.

Daily Campus Cleaning

The District will utilize CDC guidelines and recommendations to ensure we implement the safest and most current practices for the cleaning, sanitizing, and disinfecting of our school campuses while allowing students to engage in classroom activities. Campuses will institute more frequent cleaning practices, including additional cleaning by custodial staff, in ways that are safe and developmentally appropriate. To ensure a sanitary environment for students and staff:

- ❖ FFA will arrange for additional cleaning and disinfecting of surfaces that are touched in common throughout the day. This include objects such as door handles, knobs, and buttons.
- ❖ The district will arrange for cleaning of commonly touched surfaces in classrooms between different class groups, if the same room will be used by multiple class groups.
- ❖ Increased disinfecting throughout the school day for restrooms and any other high use common areas. Restrooms will be frequently stocked with soap and paper towels.
- ❖ Daily application of disinfectants registered with the EPA and approved for contact services.
- ❖ Daily spraying of our facilities, buses, and classrooms, and instructional materials, such as computer keyboards, math manipulatives, books, etc.
- ❖ The district will utilize CDC guidance on cleaning community buildings to prevent COVID-19 spread.
- ❖ FFA will ensure these products are stored safely, including storing harmful products where children cannot access them, and ensuring that harmful cleaning products are not used near children.
- ❖ FFA will provide instruction to students on appropriate hygiene practices and other mitigation practices adopted in the local school system.

Classroom Safety

Classroom protocols and procedures will include expectations regarding not sharing school supplies, social distancing, no or limited group work, and hand washing or sanitizing, etc.

- ❖ Daily student health screenings. Students who do not pass health screenings or exhibit a temperature of 100 degrees Fahrenheit or higher will be referred to the school nurse for a parent pick up.
- ❖ Physical distancing will be implemented during in-person instructional settings.
- ❖ Proper handwashing procedures will be taught in every classroom. Additional preventative information will include covering your cough or sneeze, avoid touching your face, maintain physical distance, and use of face coverings.
- ❖ Whenever possible, students and staff will maintain consistent groupings of people to minimize the spread of the virus.
- ❖ Technology should be utilized when students are involved in collaborative work.
- ❖ Each classroom will be outfitted with the following:
 - Visual reminders of distancing requirements in all classrooms, marking off areas for common spaces and distancing best practices.
 - Containers for students to store single-user items, such as pencils, crayons, scissors, ear buds, etc. (Elementary)

COVID-19 Reporting Protocol

In the event of confirmed positive instances of COVID-19 at a District site, campus staff have specific reporting obligations.

All the following personnel must be notified in the event of a confirmed positive:

1. Campus Administrator – 972-224-4110 (ext. 3000)
2. Campus Nurse – 972-224-4110 (ext.3011)

The campus nurse will use contact tracing in accordance with the CDC recommendations.

Students and staff who have tested positive for COVID-19 will be permitted to return to school when:

- In the case of an individual who was diagnosed with COVID-19, the individual may return to school when ALL three of the following criteria are met:
 - i. At least three days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications);
 - ii. the individual has improvement in symptoms (e. g. cough, shortness of breath); and
 - iii. at least ten (10) days have passed since symptoms first appeared.
- In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19, such individual is assumed to have COVID-19, and the individual may not return to campus until the individual has completed the same three-step of criteria listed above.
- If the individual has symptoms that could be COVID-19 and wanted to return to school before completing the above stay at home period, the individual must either (a) obtain a medical professional's note clearing the individual for return based on an alternative diagnosis OR (b) receive two (2) separate confirmations at least 24 hours apart that they are free of COVID-19 via acute infection tests at an approved COVID-19 testing location found at <https://tdem.texas.gov/covid-19/>.

School Arrival and Dismissal

- ❖ Entry, exit, and transition procedures that reduce large group gatherings will be developed for each campus, and this guidance will be provided to staff, students, and parents.
- ❖ FFA will put up signage to encourage social distancing of students, staff, and parents.
- ❖ Staff will monitor social distancing in the hallways and classrooms.
- ❖ Parents will be encouraged to remain outside during drop-off and pick-up.
- ❖ Students are encouraged to observe and follow school hall traffic flow directions while maintaining social distancing guidelines.
- ❖ Where possible, one-way traffic throughout campus corridors will be established.
- ❖ In two-way halls students are expected to stay to the far right of the hall when walking.

- ❖ When possible, it is recommended that students make transitions outside of the building.
- ❖ Students and staff must wear face coverings entering and exiting facilities, in the halls, and avoid gathering in large groups during passing periods.
- ❖ Visual markers will be developed to help students maintain physical distances and adhere to established campus traffic flow in hallways.
- ❖ Traffic patterns will be established throughout the campus that separates individuals to the greatest extent possible.
- ❖ Students should immediately report to their next class and not congregate in the hallway.

Breakfast and Lunch

Based on building capacity and student enrollment, campus administration will determine areas that maybe utilized for lunch.

- ❖ At this time, due to COVID-19, mealtime visitors will not be permitted in the school cafeterias.
- ❖ Students will be expected to follow campus guidelines for cafeteria procedures.
- ❖ All students are expected to wash hands or use hand sanitizer prior to entering the cafeteria.
- ❖ Signs will be posted to ensure appropriate social distancing in cafeteria lines.
- ❖ A seating plan for students will be followed for social distancing.
- ❖ Assigned staff supervises students in cafeteria lines, direct students to open seats, and ensures that students maintain desired social distance.
- ❖ Campuses will develop breakfast and lunch plans aligned to safety and health guidelines and specific to the needs of the campus in coordination with Food Services Department.

Emergencies and Drills

Faith Family Academy will continue to follow the Standard Response Protocol (SRP) and its emergency actions of Secure, Lockdown, Evacuate and Shelter. Campuses will develop a plan in conjunction with their area advisor to modify procedures to accommodate social distancing.

Water Fountains

- ❖ The district will provide touchless water stations throughout the campus for students to fill personal water bottles throughout the day.
- ❖ Students are expected to bring their own reusable water bottle for use throughout the day and expected to take water bottles home to be cleaned on a daily basis.

COVID-19 Discipline Protocol

Are there any student discipline implications related to COVID-19?

Personal Protection Equipment (PPE): All students in Faith Family Academy will be REQUIRED to wear a face mask while riding the bus and at school or school - sponsored events. Exceptions for special populations, and those with special health circumstances may be made with an alternative PPE plan for students and/or staff. Students' mask requirements will be addressed by campus personnel, per the Faith Family Academy Student Code of Conduct.

Visitors

- ❖ Parents are discouraged from entering the campus, barring extenuating circumstances, and they will then be asked to report directly to the front office area.
- ❖ In-person volunteers are not allowed to visit campuses at this time (including mentors, college representatives, guest speakers, etc.).
- ❖ Virtual tools will be used to conduct meetings such as ARDs, LPAC, etc. to the extent possible.
- ❖ All individuals will pre-screen before entering a campus and will be subject to a health screening upon arrival.
- ❖ Individuals with COVID-19 symptoms or lab confirmed COVID-19 are not eligible to enter a campus under any circumstance.
- ❖ All individuals entering the building will be required to wear face masks. Individuals will observe social distancing protocols at all times.

Athletics and Extracurriculars

The health and safety of our student-athletes is the number one priority. Based on current information about COVID-19, a back to school athletic plan is designed to help prevent exposures to COVID-19 for all student-athletes, coaches, and staff. The plan will be continuously updated as additional information becomes available.

Athletics will continue to work closely with the Faith Family Academy administration and the UIL, so timely and accurate information can guide appropriate responses. Local conditions will influence the decisions that public health officials make regarding community-level strategies. Campuses will implement the following safeguards:

- ❖ Limiting personal interaction – social distancing and limited size groups will be used.
- ❖ Hygiene – hand washing will be emphasized before, during, and after team activities when practicable.
- ❖ Cleaning and sanitation – routine and enhanced cleaning and sanitation measures will be implemented.
- ❖ Safe access to facilities – facility entry and exit points will be coordinated to minimize personal interaction and facilitate social distancing.
- ❖ Screening Procedures- daily symptom and temperature screening assessment will be required.
- ❖ University Interscholastic League Rules and Guidance will continue to be adhered to.
- ❖ Face masks will be worn in accordance with the governor’s executive order GA-29.
- ❖ Safe travel guidelines will be strictly adhered to.
- ❖ Decreased number of games. UIL Eligibility Guidelines

Students participating in remote learning offered by their school district, whether synchronous or asynchronous (as defined by TEA), may participate in UIL activities if they meet all other UIL eligibility requirements. Students must be enrolled in remote learning options through the school the student will represent.

<https://www.uil texas.org/covid-19-information>

Extracurricular Activity Participation Guidelines

Students, both in virtual and in-person instruction, will be allowed to participate in extracurricular activities and athletics based on current guidelines and community health conditions.

Technology

Faith Family Academy has purchased additional laptops, tablets, mobile devices and internet hotspots to support virtual learning throughout the school year. Priority for technology distribution will be given to any student who registers for virtual instruction.

Social-Emotional Learning (SEL) and Counseling Support for Students and Families Returning to In-Person Learning

At Faith Family Academy, we have a character counts program that our district uses to intertwine SEL into the classrooms. Each Principal has a team of staff who will aide in the development of the program. Please connect with your intervention specialist assigned to each respective grade level for academic, social, and emotional and mental wellness support.

Intervention Specialists help support student needs, remove obstacles to learning, and connect students and families with resources.