



Eagles

Montgomery Ridge

Intermediate School

Where EFFORT Leads to SUCCESS!

Plan for Re-Opening

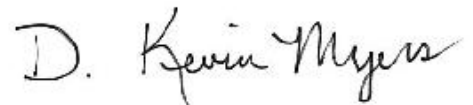
FINAL – JULY 2020

In response to feedback from staff and our families, our plan for re-opening school on July 30th has been updated. The plan that follows is the final product and is designed to communicate to all families what school will look like beginning July 30th. Our goal continues to be for all students and their families to feel safe enough to return to school. However, we also respect the decisions some families will make to access our digital learning option. Regardless of which choice you make, we will offer the same high level of instruction and rigor that you have come to expect from Montgomery Ridge.

Included in our plan, you will find highlighted additions and adjustments that have been made. We hope this makes it easier for families to review the document and see where changes have been made. In addition to the highlighted changes, we are offering a companion document in response to comments collected during your review of the draft plan. Where appropriate, we have offered a response to questions and concerns shared by our families. We very much appreciate all the feedback we received and hope you will see how that feedback has been incorporated into our final product.

As always, we welcome any additional questions you may have as your family decides the school option that will best suit their needs. Please feel free to contact our office at 865-980-0590 or feel free to email me at kevin.myers@maryville-schools.org. Thank you for the opportunity to serve you during these uncertain times. Wishing you and your family good health.

Sincerely,



Principal

As a reminder, the organization of the plan falls into three main areas:

- **Arrival to School:** In this section we will describe the logistics of arrival to school via bus or car, monitoring of students prior to the start of the day and allowances for breakfast and other needs.
- **Instruction During the School Day:** Here we will share what our students will experience while at school and how we will balance the need to provide quality instruction, minimize risk, and meet the social and emotional needs of our students.
- **Dismissal from School:** In this section we will describe our plans for dismissing students from the building in a safe and orderly manner to control interactions and minimize risk.

Before addressing the components of our plan in each of these areas, I would like to reiterate the philosophical approach that our district and school share in developing this plan.

Interactions

- Plans to Limit
 - Before School
 - During School
 - After School
 - Sharing Supplies
 - Visitors to School

Health/Wellness

- Checking for Symptoms
- Clinic Protocols



Environment

- Intensify Cleaning
- Routine Disinfection
- Maximize Ventilation
- **Increased Hygiene Practices**

Training

- Educating our Faculty and Staff on Our Practices

In addition to the philosophical approach to our planning, we want to honor the developmental needs of our students. We know that our students learn through engaging instruction, interaction with peers, and play. These tenets were also considered in the development of this plan and seek to balance creating a safe environment with creating an environment conducive to student learning and growth.

ENCORE
**Friends/
 Classmates**
Cafeteria



Recess
**Independent
 Work**
Movement

Arrival to School: This section outlines our plans for entry into the building and managing students prior to the start of the instructional day. During this time, we highly recommend students wear a mask.



Prior to Entry to the Building

- ▶ Identified Entry Points for Students and Staff – Access to the building will be limited to the main entrance to the school and the rear entrance at our cafeteria.
- ▶ Temperature Checks for Students/Staff/Visitors
 - ▶ Prior to entering the building all students/staff/visitors will have their temperature checked in accordance with district protocols.
- ▶ Visitors to Montgomery Ridge will need to wear a mask to enter the building.
- ▶ Families are encouraged to have their students wear masks upon entry to the building.

Staggered Drop Off Times/Start to School Day

- ▶ On a temporary basis and to build capacity to check student temperatures quickly and efficiently a staggered drop off time is suggested based on the grade level of your student(s).
 - ▶ 7:00-7:15: Drop off for Families with Students in Multiple Grade Levels
 - ▶ 7:15-7:25: Drop off for Families with Students in 4th Grade ONLY
 - ▶ 7:25-7:35: Drop off for Families with Students in 5th Grade ONLY
 - ▶ 7:35-7:45: Drop off for Families with Students in 6th Grade ONLY
 - ▶ 7:45-7:55: Drop off for Families with Students in 7th Grade ONLY

Note: These drop off times would be utilized the first two days of school and we would request that all parents follow this guidance, **IF POSSIBLE**. We fully respect and understand that some family's work schedules will limit their ability to adhere to these drop off times. Parents would be updated on Friday afternoon if the plan needs to continue into the following week or if we are able to manage drop off and temperature checks and return to the regular drop off time of 7:00-7:30.

Housing Students Prior to School

- ▶ 7:00 a.m.-7:15 a.m. – Students will be housed in the following areas:
 - ▶ Cafeteria – 4th Grade
 - ▶ Theater – 5th Grade
 - ▶ Gym – 6th/7th Grade
- ▶ 7:15 a.m.-Beginning of the School Day
 - ▶ Begin releasing students by HR (4th-6th) to Classrooms

- ▶ Begin releasing 7th grade by Encore Rotation Schedule Classrooms

Breakfast will be available during this time. Students will have the option of a Grab-N-Go/Take-Out breakfast that they can eat prior to the start of the school day in their staging location. As students transition to class, we encourage all students to wear masks while transitioning through the halls. All Staff will wear masks when outside the classroom.

Instruction During the School Day: This section outlines our plans for classes, lunch, recess and moving through the building throughout the day. Once students are on team and given normal circumstances, interactions will be limited to only those students and staff. If students are in the halls outside of a scheduled transition, masks will be encouraged, but not required. All staff will wear masks in the classroom when unable to social distance from students or other staff.



Classrooms

- ▶ All classrooms will maintain their current set-up including arranging desks in rows, desks in groups, flexible seating and in the floor learning together. Because we wish to maintain the structure of our classes, we will encourage all students to wear masks when interacting with other students or staff.
- ▶ Classrooms will be cleaned as needed throughout the day.

Transitions

- ▶ Class changes will be staggered by team, so that only one team is transitioning at a time.
- ▶ First bell will release one team for transition.
- ▶ Tardy bell will release the second team for transition.
- ▶ Grade levels will alternate transition bell schedule to manage loss of instructional time.
- ▶ Students will be allowed to visit lockers as normal.
- ▶ Students will be encouraged to wear masks during transitions and staff will be required to wear masks at this time.

Restroom Breaks

- ▶ After transition to their next class, students who transitioned on the first bell will have first 25 minutes of class for open restroom breaks.
- ▶ After transition to their next class, students who transitioned on the tardy bell will have the last 25 minutes for class for open restroom breaks.

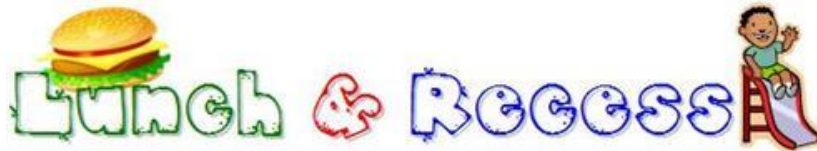
- ▶ 4th grade will schedule bathroom breaks within their current schedule to maintain cohort and limit interactions.
- ▶ Encore will develop a schedule for restroom breaks within their area of the building, as needed.

Water Fountains

- ▶ We will close all water fountains for the year.
- ▶ Students are encouraged to bring a **PLASTIC** water bottle each day. **Re-usable plastic bottles will be provided to all students.**
- ▶ Classroom sinks available to students to fill water bottles, as needed.
- ▶ Disposable Dixie cups will be available for those who do not have a water bottle.

Clinic

- ▶ Under normal circumstances, a student can be sent to the clinic as usual. **District Health Services District COVID-19 Management Plan will be followed for any student entering the clinic and potentially exhibiting virus symptoms.**
- ▶ In the event of overflow, students would be spread out in the foyer or in alternative locations to control the number of students in the clinic at one time.
- ▶ Clinic will be cleaned as appropriate and regularly throughout the day.



Lunch

- ▶ All students will come to the cafeteria to get their lunch. Entry will be staggered and minimize any potential interaction with students outside their team.
- ▶ **Students will be encouraged to wear masks to lunch and until they reach the table where they are sitting. Teachers/Staff transitioning with students to lunch will be required to wear masks.**
- ▶ Only **ONE** team will be allowed to eat in the cafeteria each day
- ▶ Alternative lunch locations might include:
 - ▶ Gym (except for 7th grade as class is in session during their lunch time)
 - ▶ Outside – Picnic Tables
 - ▶ Classrooms
 - ▶ Others: Yet to be determined
- ▶ Lunchroom will be thoroughly cleaned between each grade level lunch period

Recess

- ▶ All grade levels can go outside for recess each day.

- ▶ Playground will be divided into the follow sections:
 - ▶ Section 1: Playground equipment (Swings/Slides Area) to GaGa pit
 - ▶ Section 2: Basketball courts to track/field
 - ▶ Teams will rotate regularly to allow equal access to playground equipment
- ▶ Equipment will be cleaned between grade levels.
- ▶ Water fountain will not be available

Afterschool and Dismissal: This section outlines our plans for dismissal at the end of each day and transition to our afterschool programming. During this time, students will potentially mix with other grade levels and teams. Students are encouraged, but not required, to wear masks during this time. **Staff monitoring dismissal will wear masks.**

▶ **Dismissal**

- ▶ Early Bird Dismissal Opportunity- Due to the nature of our academic day, students in 4th and 5th grade **may** be offered the opportunity to sign up for an early dismissal. This opportunity will be limited and not all 4th/5th grade families will be able to select this option. Details are still being developed and we will communicate directly with these families once additional information is available.
- ▶ Students who are car or bus riders will have a staggered release at the end of the day.
 - ▶ Students will need to be packed up and ready to go at the start of 6th period.
 - ▶ Bus riders will be called by bus number and teachers will escort groups to buses.
 - ▶ Hallways will become single direction for traffic flow at the end of the day to minimize interactions outside of their team.
- ▶ Designated areas will be assigned to each grade-level/team both out front and out back.
 - ▶ Additional plans are being developed in the event of inclement weather.
- ▶ Staff will be on hand to monitor and assist.

Other areas of planning, yet to be determined include (but are not limited to):

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- **Athletics:** At this time, we hope to offer a competitive athletic program in basketball, as well as cheerleading. Additional details will be shared as they become available.
 - **Field Trips:** Field trips will honor limiting interactions with students and will be approved on a case-by-case basis. Details and questions will be addressed in the context of any field trips that are approved.
 - **Extracurricular Activities:** At this time, we plan to offer clubs and afterschool activities for those who are interested and on a completely voluntary basis. Details and questions will be addressed at the time of sign up and by the club or activity sponsor.
 - **Distance Learning Students:** We know that parents who elect to utilize our distance learning option may wish to access afterschool activities. Other than athletics, students will not be able to participate in extracurricular or enrichment activities.
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