

# Middle School Health & Safety Plans

### ORANGE

 $\underline{\textbf{Strict}}$  Physical Distancing | No Large Gatherings

## YELLOW

**Modest** Physical Distancing | Limited Large Gatherings

# **Daily Schedules**

**Operating Hours:** 8:10 a.m.-3:06 p.m.

- ☐ Students may begin arriving 30 minutes before the start of school.
- ☐ Tardy bell rings at 8:15 a.m.

#### **Before School:**

- ☐ Parents will administer temperature checks prior to their child coming to school.
- ☐ If a student has a fever (99.6+), the parent will notify the office by phone or email and make arrangements for the child to stay at home.

#### Arrival:

- ☐ Use student door holders to help open exterior doors as weather permits.
- ☐ Staff without an A1 or B1 class assignment will monitor.
- ☐ Students will enter through the MS cafeteria doors. Fifth grade will sit on one side, and sixth grade will sit on the other side.
- ☐ At 7:50 a.m., or before if students can no longer be socially distant from one other, students will be dismissed to A1/B1 classrooms.
- ☐ Students arriving after 7:50 a.m. will enter through the south door of the MS or through the east doors of the JH and report immediately to A1/B1 classrooms.
- ☐ No cubbies may be used unless AAA allows the band to practice.
- ☐ No parents are permitted to enter the

# **Daily Schedules**

**Operating Hours:** 8:10 a.m.-3:06 p.m.

- ☐ Students may begin arriving 30 minutes before the start of school.
- ☐ Tardy bell rings at 8:15 a.m.

#### **Before School:**

- ☐ Parents will administer temperature checks prior to their child coming to school.
- ☐ If a student has a fever (99.6+), the parent will notify the office by phone or email and make arrangements for the child to stay at home.

#### Arrival:

- ☐ Use student door holders to help open exterior doors as weather permits.
- ☐ Staff without an A1 or B1 class assignment will monitor.
- ☐ Students will enter through the MS cafeteria doors. Fifth grade will sit on one side, and sixth grade will sit on the other side.
- ☐ At 7:50 a.m., or before if students can no longer be socially distant from one other, students will be dismissed to A1/B1 classrooms.
- □ Students arriving after 7:50 a.m. will enter through the south door of the MS or through the east doors of the JH and report immediately to A1/B1 classrooms.
- ☐ Students may put athletic bags, instruments, etc. in cubbies if needed.
- ☐ No parents are permitted to enter the

building.	building.		
Lunch:  ☐ 5th Grade: 11:30-11:50 a.m. ☐ 6th Grade: 11:35-11:55 a.m. ☐ Students will eat lunch with their advisory groups in the classroom. ☐ Advisory groups may move outside to eat lunch as weather permits. The office will create a rotating schedule. ☐ Students may either purchase lunch or bring their lunch. ☐ Students will purchase lunches from their Chromebooks each morning in Block 1. ☐ Purchased lunches will be brought to classes. ☐ Purchased lunch options will be limited. ☐ Disposable tableware and individual condiment packages will be used. ☐ No sharing of food is allowed. ☐ No microwave will be available to students. ☐ Students will throw away all food and utensils and disinfect their desk after lunch.	Lunch:  ☐ 5th Grade: 11:30-11:50 a.m. ☐ 6th Grade: 11:35-11:55 a.m. ☐ Students will eat lunch with their advisory groups in the classroom. ☐ Advisory groups may move outside to eat lunch as weather permits. The office will create a rotating schedule. ☐ Students may purchase lunch or bring their lunch. ☐ Lunch drop-off by parents is permitted. Lunches will be placed in a bin outside the MS. ☐ Students will purchase lunches from their Chromebooks each morning in Block 1. ☐ Purchased lunches will be brought to classes. ☐ Purchased lunch options will be limited. ☐ Disposable tableware and individual condiment packages will be used. ☐ No sharing of food is allowed. ☐ No microwave will be available to students. ☐ Students will throw away all food and utensils and disinfect their desk after lunch.		
Recess:    5th Grade - Recess - 9:55-10:10 a.m.     6th Grade - Recess - 11:05-11:30 a.m.     No physical contact sports, but students may shoot baskets or toss a football.     Each grade will have their own set of playground equipment.     Teachers are responsible for disinfecting playground equipment.	Recess:  □ 5th Grade - Recess - 9:55-10:10 a.m. □ 6th Grade - Recess - 11:05-11:30 a.m. □ Students may play contact sports such as basketball and football. □ Teachers are responsible for disinfecting playground equipment. □ Indoor recess will be in the classroom.		

<ul> <li>Dismissal:</li> <li>□ Students will be released by classrooms.</li> <li>□ Fifth grade students will exit out the main south door of the MS. Sixth grade students will exit out the west door of the MS or the east doors of the JH building</li> <li>□ Exterior doors will be held open by door holders.</li> <li>□ Staggered dismissal to cubbies to retrieve items if needed.</li> <li>□ Immediately leave the building to modestly distance outside. All teachers will be on duty to ensure distancing.</li> </ul>
Motion and Movement
<ul> <li>Entering the Classroom:</li> <li>☐ Students will sanitize their hands before entering the classroom.</li> <li>☐ Students will disinfect their desks when entering the classroom.</li> </ul>
Leaving the Classroom after Class:  ☐ Students will disinfect their desks before leaving.
<ul> <li>Hallway Movement:</li> <li>□ Stay within taped lanes or arrow markers.</li> <li>□ Hallways will be one-way within reason.</li> <li>□ Students change classes for academics and enrichment.</li> <li>□ Students may only travel between the MS building and HS gym for PE.</li> <li>□ Some enrichment classes will be assigned to classrooms with</li> </ul>

<ul> <li>enrichment teachers rotating.</li> <li>Keep 6 foot distance.</li> <li>Masks are required for students and teachers.</li> </ul>	enrichment teachers rotating.  Keep a modest distance.  Masks are required for students and teachers.
Lockers and Cubbies:  □ No locker use except for winter coats. □ Cubbies will be allowed for band equipment if AAA allows band to meet.	Lockers and Cubbies:  □ No locker use except for winter coats. □ Cubbies will be allowed for sporting/band equipment.
Classroom Design and Management	Classroom Design and Management
<ul> <li>Enrichment Classes:</li> <li>□ Enrichment classes will meet in classrooms or MS cafeteria.</li> <li>□ PE will be in the HS gym.</li> <li>□ MS students must come back to the MS building to use the restroom.</li> </ul>	<ul> <li>Enrichment Classes:</li> <li>□ Enrichment classes will meet in classrooms or MS cafeteria.</li> <li>□ PE will be in the HS gym.</li> <li>□ MS students must come back to the MS building to use the restroom.</li> </ul>
Physical Classroom Design:  □ 5 - 6 ft. separation  □ 4 - 5 tables per classroom  □ 8 - 12 individual desks around the perimeter of the room	Physical Classroom Design:  □ 5 - 6 ft. separation  □ 4 - 5 tables per classroom  □ 8 - 12 individual desks around the perimeter of the room
Classroom Libraries:  ☐ Students may not borrow a book from the classroom library.	Classroom Libraries:  ☐ Students may borrow books to read from the classroom library. ☐ Upon completion of the book, the cover of the book will be wiped down, and the book will be placed in a box for an amount of time determined by our medical team before it is returned to the bookshelf.

#### Supplies: Supplies: ☐ Every student has his/her own ☐ Students share limited supplies. (Ex. supplies if at all possible. robotics, STEM) ☐ Students who must share supplies or ☐ Students who share supplies or work work in close proximity (labs, robotics) in close proximity (labs, robotics) will must wear a mask. Gloves must be be encouraged to wear a mask. Items worn or items disinfected after use. must be disinfected after use. ☐ Water bottles are allowed in the ☐ Water bottles are allowed in the classroom, but they cannot touch. classroom, but they cannot touch. ☐ Teachers and students should avoid ☐ Teachers and students should avoid bringing extra items from home or bringing extra items from home or having extra items in the classroom. having extra items in the classroom. (i.e. alternative seating) (i.e. alternative seating) Forgotten Supplies: **Forgotten Supplies:** ☐ Parents may bring forgotten supplies, Parents may bring forgotten supplies, textbooks, etc. and place these items textbooks, etc. in the bin outside MS for delivery to students. Student Life Student Life Chapel: Chapel: ☐ Chapel will be recorded and played in ☐ Chapel will be recorded and played in advisory classrooms. advisory classrooms. Clubs and Activities: **Clubs and Activities:** ☐ Weekly Bible Study - TBD ☐ No weekly Bible Study ☐ Club Meetings - TBD ■ No clubs ☐ GLOW - TBD ☐ No extra activities outside of regular ☐ House Meetings - TBD school day ☐ House Meetings only within the same grade level Field Trips: Field Trips: ☐ No field trips may be taken. ☐ No field trips may be taken. **After School Care: After School Care:** ☐ MS students will be in the MS ☐ MS students will be in the MS cafeteria. cafeteria. ☐ See aftercare plan. ☐ See aftercare plan.

#### **Preventative Measures**

#### Air Ventilation:

- ☐ Ensure shared spaces have proper air flow
- ☐ Filters will be changed frequently and air duct systems cleaned as needed.

#### Bathroom & Handwashing:

- ☐ Masks must be worn.
- ☐ One student at a time is allowed to leave the classroom.
- ☐ No more than 3 students may be in the restroom at one time.
- ☐ If the restroom is full, students will wait on two designated circles in the hallway for the restroom. If the circles are already occupied, students will return to class.
- ☐ Practice strict distancing in the restroom no middle sink usage.
- ☐ Hand washing procedures must be followed.
- ☐ Bathrooms will be cleaned 2x a day, wiping counters and door handles, and mopping if necessary; also sanitizing bottle fillers and all hallway classroom door handles when available

#### Chromebooks:

☐ MS students will be issued a Chromebook to avoid sharing Chromebooks in carts.

#### **Daily Cleaning Procedures:**

- ☐ Office Staff or MS faculty member will wipe door handles after every class.
- ☐ Office Staff or MS faculty member will wipe exterior door handles after every class.
- ☐ Office Staff or MS faculty member will wipe down bathroom handles (2X day).

#### **Preventative Measures**

#### Air Ventilation:

- ☐ Ensure shared spaces have proper air flow
- ☐ Filters will be changed frequently and air duct systems cleaned as needed.

#### Bathroom & Handwashing:

- ☐ Masks must be worn.
- ☐ One student at a time is allowed to leave the classroom.
- ☐ No more than 3 students may be in the restroom at one time.
- ☐ If the restroom is full, students will wait on two designated circles in the hallway for the restroom. If the circles are already occupied, students will return to class.
- ☐ Practice modest distancing in the restroom no middle sink usage.
- ☐ Hand washing procedures must be followed.
- ☐ Bathrooms will be cleaned 2x a day, wiping counters and door handles, and mopping if necessary; also sanitizing bottle fillers and all hallway classroom door handles when available

#### Chromebooks:

☐ MS students will be issued a Chromebook to avoid sharing Chromebooks in carts.

#### **Daily Cleaning Procedures:**

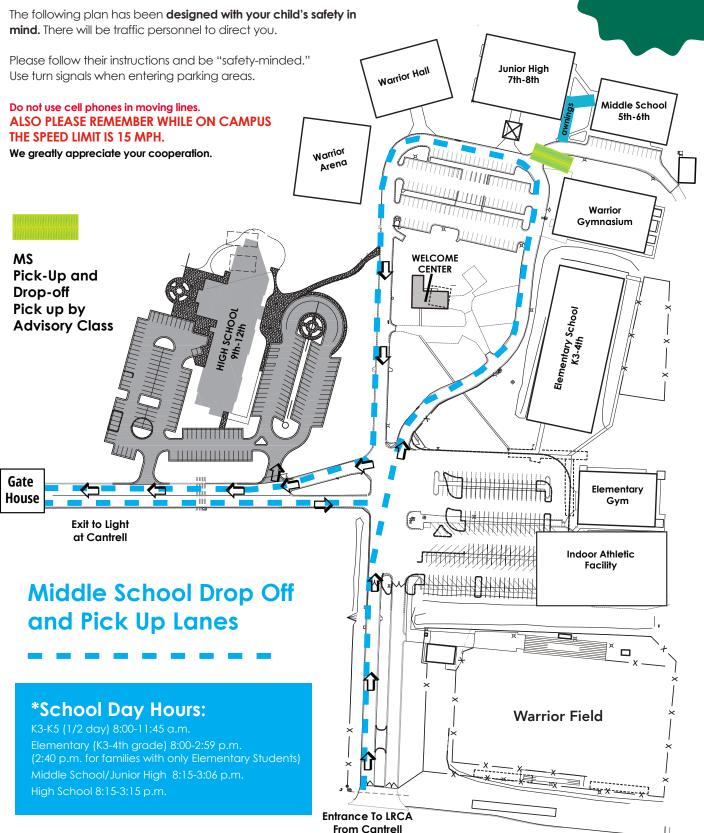
- ☐ Office Staff or MS faculty member will wipe door handles after every class.
- ☐ Office Staff or MS faculty member will wipe exterior door handles after every class.
- ☐ Office Staff or MS faculty member will wipe down bathroom handles (2X day).

<ul><li>Drinking Fountains:</li><li>□ No drinking fountain usage</li><li>□ Refillable container dispenser permitted</li></ul>	<ul><li>Drinking Fountains:</li><li>□ No drinking fountain usage</li><li>□ Refillable container dispenser permitted</li></ul>
PPE: □ Face shields or masks are required for teachers and students.	<ul> <li>PPE:</li> <li>□ Face shields or masks are recommended for teachers and students.</li> <li>□ Teachers may require students to wear masks in class.</li> <li>□ Masks are required for students traveling in the hallway, going to the restroom, and during arrival and dismissal.</li> <li>□ Face shields or masks are required for teachers traveling in the hallway or between buildings and at dismissal.</li> </ul>
Sanitation Stations:  □ 14 Sanitation Stations outside of teacher classrooms.	Sanitation Stations:  □ 14 Sanitation Stations outside of teacher classrooms.
Procedures	Procedures
<ul> <li>Student Check Out:</li> <li>□ Parents call the office. The student signs out.</li> <li>□ NO parents allowed in the building.</li> <li>□ Parents will wait outside the MS for their child.</li> </ul>	<ul> <li>Student Check Out:</li> <li>□ Parents call the office. The student signs out.</li> <li>□ NO parents allowed in the building.</li> <li>□ Parents will wait outside the MS for their child.</li> </ul>
<ul> <li>Teacher Shared Spaces:</li> <li>☐ Must wear gloves to use the ice machine.</li> <li>☐ The refrigerator can be used.</li> <li>☐ Microwaves can be used for teachers' lunches only.</li> <li>☐ Following distancing guidelines, teachers may enter the workroom to</li> </ul>	<ul> <li>Teacher Shared Spaces:</li> <li>☐ The ice machine will be available for use.</li> <li>☐ The refrigerator can be used.</li> <li>☐ Microwaves can be used for teachers' lunches only.</li> <li>☐ Following distancing guidelines, teachers may enter the workroom to</li> </ul>

•	correct supplies and make copies. Disinfect the copier when you are finished using it. Disinfect any shared surfaces or equipment that you use such as staplers, hole punches, etc. Only three people are allowed in the workroom at a time and only if social distancing can be maintained.	0	correct supplies and make copies. Disinfect the copier when you are finished using it. Disinfect any shared surfaces or equipment that you use such as staplers, hole punches, etc.
Visita	ors/Theranists:	Visito	ars/Theranists:
	Visitors, volunteers, and therapists will receive a questionnaire and temperature check by the front office. All visitors and therapists must check into the office upon arrival. Visitors and therapists must wear a mask in the building. Staff will be responsible for implementing a therapist schedule with available rooms. All therapists are required to follow social distancing. Therapists are not permitted to work in the hallways.		Visitors, volunteers, and therapists will receive a questionnaire and temperature check by the front office. All therapists must check into the office upon arrival.  Visitors and therapists must wear a mask in the building.  Staff will be responsible for implementing a therapist schedule with available rooms.  All therapists are required to follow social distancing.  Therapists are not permitted to work in the hallways.
		Nurso	's Office Visit:
	e's Office Visit:  Room 505 will be designated as the		Room 505 will be designated as the
	yellow room or holding area.  Extra caution will be taken to isolate anyone with a fever or symptoms	٥	yellow room or holding area. Extra caution will be taken to isolate anyone with a fever or symptoms
_	without violating privacy.		without violating privacy.  Anyone with a temperature of 100.4
<b>L</b>	Anyone with a temperature of 100.4 or above will be sent home.		or above will be sent home.
	Students returning to school must be		Students returning to school must be fever free for 72 hours.
	fever free for 72 hours. When a student returns to school, he		When a student returns to school, he
	or she should go to the nurse first.		or she should go to the nurse first.

# MS DROP OFF & PICK UP IMPORTANT





(left entrance lanes)