



HOLY INNOCENTS'
E P I S C O P A L S C H O O L

2020 - 2021 Middle School

Back-to-School Plan

HIES Middle School

The purpose of this Re-Entry plan is to provide information as to how Middle School faculty, staff, and students will return to the school in the fall. All information contained within this document will be adapted as the most up-to-date information is disseminated along the way from the school administration.

Safety Protocols

Temperature Checks

All families are asked to check temperatures prior to arriving at school to ensure that your child does not have an elevated temperature. If your child has a temperature over 100 please keep him or her at home.

We have installed a state-of-the-art thermal imaging system at the main entry points of the Middle School. This system will automatically gauge the temperature of every student and adult entering the building. Any student or faculty member with a temperature exceeding 100 will not be able to attend for the day, or until he or she is fever-free (without medication) for 48 hours.

Masks

Face coverings will be required of anyone arriving on the HIES campus. To offer the most optimal protection, face coverings should cover a person's nose and mouth and fit securely around the ears or behind the head. Face coverings should be at least two-ply. Gaiter face-coverings are allowed. Masks should NOT have gaskets.

Middle School students will be allowed to wear any type of mask they choose. Masks with obscene pictures, political or inappropriate language displayed are absolutely prohibited. If your child shows up to school without a mask, one will be provided however please know that **school provided masks are limited**. Masks will be mandatory in hallways, common areas and classrooms. Students may only remove them when outside and while eating lunch. When students have removed their masks, they must stay at least 6 feet away from all others. We understand that wearing a mask is a new venture for students so teachers will allow students opportunities to step outside to remove the mask for fresh air when necessary.

Classrooms and Commons Areas

Every classroom will be stocked with sanitizing materials so that all desks can be wiped down before and after each class period. Classroom configurations will be physically distanced as best as possible in an effort to remain within the recommendations provided by the health organizations.

HIES uses medical-grade, EPA-registered disinfectants that are approved for use against SARS-CoV-2 (the virus that causes COVID-19) and has enhanced cleaning, disinfection and ventilation practices in preparation for return to school.

HIES's HVAC system has also been updated to include a new filtration package that allows for the maximum amount of incoming fresh air supply and ventilation across campus. A team of porters will clean and sanitize often-touched surface areas throughout the day.

Personal Hygiene

Hand sanitizer will be available in every classroom to promote an appropriately clean and disinfected environment for all students and faculty. Additional sanitizing stations are available at various locations throughout the Middle School. Students will be encouraged to use hand sanitizer and to wash their hands in bathrooms throughout the day.

Water Fountains

Water fountains will not be operable in the Middle School. All students are encouraged to bring a large water bottle with them each day.

Outdoor Spaces

Carlos Plaza will be tented and available for classes to meet, and it will be available for students to use during lunch and breaks. Additional areas around the middle school building will also be available throughout the day as alternate spaces that can be used by the students, faculty, and staff.

Visitors

HIES would like to limit visitors to campus as much as possible. In most circumstances, visitors should arrive by appointment only. Call the school's main line at (404) 303-2150 to schedule a visit.

Information Regarding COVID-19

For information about school-wide policies about student and faculty health regarding COVID-19, please see this [link](#).

Middle School Daily Protocols

Arrival Time

So that temperature checks can occur and so that we can monitor students in common spaces, students should not arrive on campus before 7:30AM.

Middle School Carpool

Carpool will remain as normal and occur by driving around the Middle School circle. Please remember that all families are asked to check temperatures prior to arriving at school to ensure that your child does not have an elevated temperature. If your child has a temperature over 100 please keep him or her at home.

Middle School students will be required to enter the building at the front entrance of the middle school circle. If a student does not have a temperature he or she will go directly to class. If a student has a temperature of 100 degrees or higher then the parents will be contacted to come and take the student home.

Middle School Daily Schedule

2020 - 2021 Middle School Daily Schedule*						
BLOCK	Time	Monday	Tuesday	Wednesday	Thursday	Friday
1st	8:00 - 9:00	A	H	F	E	B
2nd	9:05 - 9:55	B	Advisory 8:55 - 9:10	G	F	C
Advisory	10:00 - 10:15	Advisory	Chapel 9:15 -10:15	Advisory	Advisory	Advisory
3rd	10:20 - 11:10	C	A	H	G	D
4th	11:15 - 12:05	D	D	E	D	E
Lunch	12:05 - 12:55	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
5th	1:00 - 1:40	E	B	A	H	F
6th	1:45 - 2:25	F	C	B	A	G
7th	2:30 - 3:10	G	Study Hall	C	PRIME Time	H
Dismissal	3:10	Dismissal	Dismissal	Dismissal	Dismissal	Dismissal

The school day will run from 8AM - 3:10PM. Instruction begins every morning at 8AM. We will not have Thursday morning late start as we have decided to focus on giving the time back to instruction. It is important to note that assemblies, class meetings and Chapel will happen virtually with students in their advisory groups as we cannot have groups larger than 25 in one space.

Lockers & Bookbags

In an effort to mitigate students gathering in small groups and maintain physical distancing students will not be using lockers until further notice. It is important to know that each student will be assigned a locker but will not use them until the school deems that it is safe and appropriate. Middle School students will need to carry a bookbag with their belongings with them to each class. Each student will be assigned a cubbie in their advisory where they will be able to leave a few things. Rolling bookbags are acceptable.

Middle School Classrooms

Classroom configurations will be physically distanced as best as possible in an effort to remain within the recommendations provided by the health organizations. Students will be required to sanitize their hands before and after each class. Desks will also be wiped before and after each class. The principal will attempt as best as possible to schedule classes so that each grade level can stay on the same floor as to reduce the amount of travel around the building. Students will travel in the hallways with masks and be encouraged to physically distance themselves from each other as best as possible.

Middle School Lunch

Middle School lunch will be served out of Parish Hall and taken back to classrooms, hallways, outside, or other designated areas for students to eat. Dismissal will happen by grade level advisory and students will be sent to Parish Hall in shifts. Lunches will be pre boxed and students would need to practice appropriate physical distancing. Our facilities department will be able to disinfect the eating spaces after the lunch period is over.

Fine Arts

Holy Innocents' Episcopal School believes that the fine and performing arts are more vital than ever, as they can support students' social and emotional learning during times of high stress. While the types of productions, concerts and audience experiences may need to shift to protect the health of students, faculty and families, we are presented with an opportunity to try new technology, new ensemble configurations, new venues and plays providing a meaningful experience to our students.

In regard to our theater program, our plans include the following:

1. We will be creating a MS One Act Play Festival in the Fall that will not have a live performance, but will be filmed and pushed out to the HIES community.
2. The cast of *A Wrinkle in Time*, whose production was slated for last April, has continued to rehearse over the summer and is ready for an audience. We will be filming the production as a **live radio play** when we return in August and share with the MS this Fall.
3. There will be 2 different MS/US musicals in the Spring. We will minimize sets, limit cast and crew sizes, and stagger rehearsal times and spaces. Some rehearsals and performances may take place virtually or outdoors. All productions will be live-streamed and at home

"watch parties" will generate energy and enthusiasm for both the in-person and online experience.

In regard to the band, orchestra and choral ensembles, our plans include the following:

1. We will be purchasing Smart Music licenses for all students, which allows for online learning and greater independence for our musicians.
2. We will be reducing section sizes to assure that we are able to safely fit our ensembles in our rehearsal rooms and utilizing the auditorium, outside, Parish Hall and any open classroom spaces to do smaller, socially distanced rehearsals.
3. Singing will be done either outside or individually and recorded for instructor feedback.
4. Concerts will look and feel different – from live-streamed events to small coffee concerts – we will be doing everything to keep performance central to our curriculum while adhering to the safety measures dictated by the CDC.

In regard to our visual arts program, our plans include the following:

1. We will be purchasing individual art kits for all students, which mitigates the need to share materials in the art lab.

Athletics & PE

Middle School athletics will constantly be reviewed by the athletic administration. We will continue to keep families updated with the latest information as it becomes available.

We will still have PE classes however students will not be changing clothes in the locker room until further notice. The Middle School PE coaches will share specific details regarding what students will need for PE classes. As soon as we deem it safe to return to normal PE classes, we will notify our families with plenty of time to be prepared for the PE classes.

Confirmed Positive Cases

In the event that we have a confirmed positive case of COVID-19 we would immediately notify the Head of School, Associate Head of School, and the school nurse. Families would be notified as soon as possible and appropriate contact tracing would occur at the guidance of the school administration and the medical professionals.

Family Choice Remote Learning

The students that have opted for remote learning will be required to be logged on to Zoom during their regular class times on their computers wearing a uniform top. We will have a platform that will allow the student to be a part of the live lesson remotely while other students are in class at school. They will learn alongside their classmates that are on campus in real time. We have

procured the appropriate technology needed to ensure that they are able to engage with the class rather than simply watching the class happen. This option allows for students to return to campus for in-person learning when families decide that it is safe to do so. **Please note that it is the parent's responsibility to ensure that the remote learning students are present and prepared for each class everyday.**

School Wide Remote Learning

In the event that the school needs to close for any reason, remote-learning would immediately go into effect. The Middle School faculty will conduct classes remotely via Zoom until further notice. We will ensure that all Middle School teachers are consistently communicating the correct information to the students to mitigate any confusion during distance learning. It is important to know that all students will be required to be present at all virtual classes and are required to wear a uniform top.

**Please know that the information contained within this document is subject to change at any time at the discretion of the school administration.*