

# Hybrid Synchronous Expectations and Protocol

## Safety/Health and Wellness

### Masks/Face Coverings

1. All staff are required to wear facial coverings and/or masks. This will be a critical component of mitigation when social distancing cannot be maintained (not stationary in a spaced classroom, moving through hallways, during group transportation, entering and exiting school)
2. All students will be required to wear facial coverings and/or masks. This will be a critical component of mitigation when social distancing cannot be maintained (not stationary in a spaced classroom, moving through hallways, during group transportation, entering and exiting school)

### Social Distancing

1. Maintaining social distancing helps limit the spread of COVID-19
2. Mesa Ridge will practice social distancing whenever and wherever possible
3. While 3-6 feet is the ideal distance, situations may not allow for this spacing in some classroom settings. Every bit of distance is better than none, so maximizing all available space or looking at alternative locations for instruction or activity may be necessary
4. Students will have assigned seats while in the classroom and on the bus
5. Avoid contact such as hugging, holding or shaking hands

### Hand Washing

1. Promote hand washing, respiratory hygiene and cough etiquette
2. Provide hand hygiene breaks as needed
3. Hand washing expectations and COVID-19/everyday health practices will be posted throughout the building
4. Hand sanitizer will be provided in every classroom and throughout buildings and encouraged to use

### Sanitation/and Enhanced Cleaning

1. EPA registered, hospital grade disinfectant will be used in buildings and on buses to clean and sanitize surfaces
2. Antimicrobial protectant on high traffic surfaces - such as desks, chairs, doorknobs, and bus seats (Bio-Shield and Stera-Mist)
3. Teachers and students will be expected to sanitize work areas and supplies/resources after use with approved supplies. NO CLOROX WIPES!

## Support

### Attendance

1. Students are required to be in attendance as normal, we will follow our normal building protocol
2. Teachers are required to verify attendance and enter it into Infinite Campus
3. If a student attendance is an issue, notify counselors sooner than later

### Grading

1. Grading practices will be normal grading practices outlined at the start of the year (adjust accordingly – teacher/department autonomy)
2. Be prepared to shift grading practices to Distance Learning – should look very similar with slight adjustments as needed to fit the time frame students have for each class during Distance Learning and balance workload for students keeping in mind the other classes' potential workload

### Instruction

1. New content will be provided that will engage students in rigorous learning at a pace that will promote learning and growth for students
2. Teachers will provide appropriate balanced workload for students
3. Teachers will spend time at the start of school showing students how to access and use distance learning platforms for their class
4. Teachers will embed frequent blended learning opportunities so students can practice and be prepared for distance learning

### Communication to Students/Parents

1. Emails and/or class communication need to be clearly labeled with teacher name and class name
2. It is an expectation that teachers respond to student/parent inquiries within 24 hours of a scheduled instructional day
3. Teachers are expected to notify parents and students immediately if student's grade is near failing (D) or failing (F)

### Social Emotional

1. Monitor and support the social and emotional wellness of students
  - a. Observation
  - b. Communication
  - c. Inform
2. Utilize assigned mental health providers who have the expertise to support individual student needs

## Practices and Procedures

### School

1. Common areas will be marked with reminders to social distance and wear face coverings as appropriate
2. Plexiglas shields have been installed in the front office areas with high traffic
3. Hand sanitizer will be provided in each classroom and through the building
4. Hand washing expectations and COVID/everyday health practices will be posted throughout the building
5. Mesa Ridge is limiting outside visitors including volunteers
6. EPA registered, hospital grade disinfectant in buildings and buses
7. Antimicrobial protectant on high traffic surfaces, such as desks, chairs, doorknobs, and bus seats
8. Field trips are HIGHLY unlikely this year
9. Lockers will NOT be issued to students this year to help with mitigation

### Classroom

1. Desks and tables will be arranged with as much social distancing as possible
2. Teachers will limit community items and ensure students do not share personal supplies
3. Teachers and students will be expected to sanitize work areas and supplies after use
4. Students will have assigned seats
5. Hand washing and hand sanitizing will be increased and included in scheduled activities

### Breakfast/Lunch

1. Breakfast will be provided from two access points inside of the school cafeteria where students will have the option of hot and cold options
2. Breakfast items will be bagged so that students can conveniently take their breakfast directly to their classroom as no seating will be provided in the morning
3. Two lunch periods (See schedule above)
  - a. We will have two access points for lunch distribution (Athletic Concessions and Cafe)
4. Students will eat in cafeteria, outside, gymnasium or other locations where social distancing can be practiced
5. Students will utilize predetermined areas of the building during the lunch period based upon their grade level. The outside courtyard will be utilized as a “blended” area.
  - a. 9th/10th - north commons and cafeteria
  - b. 11th/12th - south commons and big gym
6. It is imperative that students carry and are able to readily access their student I.D. card in order to gain access to designated areas
7. Students will be responsible for submitting their lunch order each morning that they are on site by completing the form put out by Nutrition Services

8. If the instructional schedule changes from in-person learning, students on distance learning days could be eligible for or purchase a grab-and-go meal through the National School Lunch Program at their school

### **Hallway Flow**

1. To promote social distancing, physical guides, such as tape on floors and signs on walls will be used to communicate directional hallway flow throughout the school
2. Students and staff must observe the hallway flow patterns during times of increased student volume, such as passing and lunch periods

### **Restrooms**

1. In an effort to minimize traffic in enclosed spaces, such as restrooms, only three students will be granted access at one time
2. To increase social distancing within restrooms, some facility fixtures will not be used and have been marked
3. Staff members will be positioned outside of restrooms during times of increased hallway volume in order to monitor and control restroom capacity

### **Discipline and Code of Conduct**

1. The goal of Mesa Ridge High School Administration to be fair and consistent when processing disciplinary referrals and when considering consequences for behavioral infractions.
2. Refer to the student handbook and distance learning resources which can be found on the school website at [mrhs.wsd3.org/information/discipline-information](http://mrhs.wsd3.org/information/discipline-information)