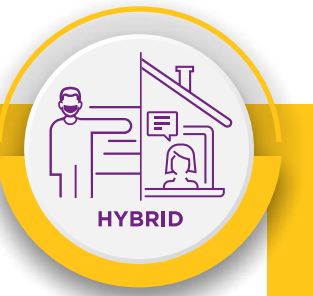
ONE|SMH HYBRID: STUDENT JOURNEY
MIDDLE SCHOOL



SCHOOL ARRIVAL

- Complete the Saint Mary's Hall COVID-19 Screening Questionnaire.
- Students may not exit vehicles earlier than 7:45am.
- Students will walk with masks on directly to their first classroom of the day - all students must be in their first period class of the day by 8:20am for Homeroom.
- Students must wear masks at all times and maintain 6 ft. of physical distance from others while they walk.
  - Form 6 - Follow the red lines.
  - Form 7 - Follow the blue lines.
  - Form 8 - Follow the yellow lines.
- Late students - Report to Ms. Huffhines desk for check in and to be escorted to class.

CLASS ARRIVAL/DISMISSAL

- Classroom doors are encouraged to be open for student arrival/dismissal.
- Students will be dismissed in a staggered fashion, while maintaining 6 ft. physical distancing.
- Masks MUST be worn between classes.
- If a classroom has two doors, one will be used for entering and one for exiting.
- If a classroom only has one door, entering students should stay 6 ft. physically distanced outside until the last student exits. Teachers will direct students.

SEATING/CONVERSATIONS

- Students will have assigned seats in class.
- Students may have brief conversations (less than 15 min.) with anyone who has a mask on and with 6 ft. of physical distancing, but then will be asked to face forward.
- Students will continue to hand in work submissions electronically.

AFTER-SCHOOL

SCENARIO 1: STUDENTS WHO HAVE ATHLETICS OR ARTS

- Students will be dismissed in a staggered fashion.
- Students must report directly to their activity area and follow the safety instructions provided by their coaches and activity directors.

SCENARIO 2: STUDENTS WHO STAY FOR OFFICE HOURS

- Students will be dismissed in a staggered fashion to a teacher's room for office hours.
- After Office Hours, students will be dismissed individually to meet their ride at the Middle School Circle.
- Administrators will run dismissal from 3pm until 3:45pm.

SCENARIO 3: STUDENTS WHO ARE PICKED UP AT 3PM

- Students will be dismissed in a staggered fashion (maintaining 6 ft. physical distancing) to meet their ride at the Middle School Circle.
- Administrators will call out student names. Signs should be placed on car dashboard with student's last name.

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CLASS SCHEDULE

8:20am	Home Room
8:45am	Class
10:15am	Passing Period
10:30am	Class
11:15am	Lunch/Study Hall/Break*
12:15pm	Passing Period
12:25pm	Class
1:10pm	Passing Period
1:25pm	Class
2:55pm	Office Hours (Except on Wed.)/ Athletics/After-School Arts

*Middle School students will be divided into two cohorts for a 30-min. lunch period.

Office Hours: 3:10pm -3:40pm (Except Wednesday)

Office Hours will be hybrid. Students on-campus will go to the teacher's classroom. Students at home will attend

If a student does not have a ride at 3pm, he/she must go to Office Hours until someone arrives on campus for pick-up.

LUNCH

- Students will be assigned to Lunch Cohort 1 or 2 for a 30-min. lunch period.
- Students will enter the Dining Hall from the Bell Tower side, and will exit from the Spirit Store side.
- Students will sit two to a table, and must remain at their table until dismissed.
- Students will sanitize their eating space before leaving.
- Administration will be present in the Dining Hall.

STUDY HALL/BREAKS

- Students will go to the assigned Study Hall/Break time areas within their assigned cohorts in the middle of the lunch break.
- Students may not share equipment.
- Students will have a chance to take a walk.
- Students may have a mask break with teacher permission.

MASK BREAKS

- Masks must be worn by everyone at all times in the classroom.
- Teachers will allow and supervise at least one mask break 30-45 min. into class.
- When outside, students should maintain at least 6 ft. physical distancing from others.
- During class, students may go outside one at a time for short mask breaks with teacher permission and visual supervision.

Lockers will not be available. Students should carry needed daily materials in their backpacks.

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OTHER INFORMATION

BATHROOM

- Students will be able to use the bathroom during class to avoid a large number of students trying to use the bathroom during passing time.
- Students must sanitize their hands when leaving a classroom, wash their hands in the bathroom, and sanitize their hands upon return to a classroom.
- Only one student is allowed in the bathroom at a time. They must use the vacant or occupied sign on bathroom door to indicate it is in use.
- If occupied, students must wait on a designated spot for their turn.

DRESS CODE

- Students may wear any SMH top, their uniform top, or a plain top of SMH colors (purple/black/white) with uniform bottoms and uniform shoes or sneakers.
- Students who have fitness and/or band in their schedule for a particular day may wear shorts and sneakers for school on that day only.
- Students must wear a clean cloth or disposable mask at all times unless given permission by a teacher to take it off for a brief break. Masks may be any color and have patterns, but may not have words or slogans unless related to SMH or favorite sports teams. Handkerchiefs, gaiters, or masks with valves are not acceptable masks.

NURSE

- If a student does not feel well, they should let their teacher know.
- The teacher will contact the Health Team for further instructions.
- Depending on spacing, students will be directed to the Nurse's Office or an alternate location.
- Once evaluated, the Health Team will determine if the student can return to class or if they will be sent home. The Health Team or Division Office will communicate this.

SANITATION

- Anyone entering/exiting a classroom must sanitize their hands.
- Teachers will hand out cleaning wipes to students at the end of class to wipe down desks, tables, and chairs.
- Teachers will sanitize shared-touch places (door handles, push bars, etc.) between classes.
- Students are expected to bring: tissues, sanitizer, an extra mask, and a mask container.
- Students should cough or sneeze into their mask or elbow. If a student needs to blow their nose, the student should go outside, blow their nose, throw away the tissue in the trash can, and immediately wash/sanitize their hands.
- If a student has a water bottle, they may remove their mask only to take a sip. Or, they can ask to go outside. Once done, they will return to the classroom and immediately wash/sanitize their hands.