

# Northeast Middle School Safety Plan

## PPE Provided for Staff and Student Safety

### On-Site

- Acrylic shields for each teacher's desk
- Acrylic shields for student desks
- Hand sanitizers installed in each classroom
- Masks and Face Shields (staff)
- Mask and individual hand sanitizer (students)
- Disinfecting wipes/Spray cleaner
- Gloves are available for anyone who wants them

## Non-Instructional Expectations and Procedures

### Social Distancing Considerations

#### On-Site

- Strict adherence to social distancing when possible.
- Masks will be expected on students and staff for the entirety of the day with the exception of lunch.
- Desks will be spaced as far apart as possible due to class sizes and logistics,
- Max class size calculated based on square footage of each classroom.

### Arrival

#### On-Site

- 3/1/21 to 3/12/21 - Contract time 8:40 to 4:00.
- Hybrid - Contract arrival time is 7:55 am for staff members, they will begin duty at 8:05 am
- Doors open to scholars at 7:45am.
- Temperatures will be checked upon entry to the building with automatic sensor/hand thermometer
- All stairs are "Up" for arrival.
- Students exhibiting symptoms will be detoured to the "Q Room" (holding room) which is the former teachers' lounge in the cafeteria. Parents will be contacted immediately.
- Main Entrance - Bus drop off students one bus at a time on the corner of Chelsea and Thompson. Students will social distance down the sidewalk and to the front entry remaining up against the wall by the rose bushes.
- Parent drop off-students -Students will be dropped off in the main drive and will line up along the wall by the flagpole and ramp.
- Security Check - Security check-in will happen as regular with social distancing.
- Students will bring limited supplies to reduce what needs to be checked. One clear back pack provided by the school.

	<ul style="list-style-type: none"> <li>• Students will sit in every other seat in every other row in the auditorium until 8:15, when they will be released to their first class of the day.</li> <li>• Students will need to go to seats in the auditorium in a 'fill in' fashion.</li> <li>• Teachers MUST report through the main entrance, scan ID badge for time stamp and also self-check their temperature using the device provided.</li> </ul>
<b>Dismissal</b>	<p style="background-color: #800080; color: white; padding: 2px;">On-Site</p> <ul style="list-style-type: none"> <li>• Dismissal will be staggered by bus number beginning at 3:10pm to alleviate crowding in the hallway. In addition, two exits will be used for buses: the south entrance and the west entrance. Walkers and parent pickup will exit the front main entry.</li> <li>• All stairways become "Down" stairways at dismissal</li> <li>• Staggered release will limit students in hallways. Floors (students will be dismissed by floors 2-3 minutes apart starting with the first floor and moving up. Parent pick up will be dismissed last.</li> <li>• Teachers will help shepherd students off their floor, converging on the stairways and monitoring there</li> <li>• Parent pick-up will report to the front door (northeast). Students will wait outside, socially distanced.</li> </ul>
<b>Transitions</b>	<p style="background-color: #800080; color: white; padding: 2px;">On-Site</p> <ul style="list-style-type: none"> <li>• One-way stairwells as designated by arrows and signage.</li> <li>• Halls have been marked for direction.</li> <li>• Students will walk with their right shoulder close to the wall, limiting mingling in the hallway.</li> <li>• Monitor hallways for social distancing.</li> <li>• We will not be utilizing lockers at this time in order to facilitate social distanced transitions.</li> <li>• Students wear masks in hallways.</li> <li>• Restrooms will not be accessible (locked) during transitions due to inability to monitor the number of students in that space.</li> <li>• Students with specific medical needs will follow the district safety plan.</li> </ul>
<b>Restrooms</b>	<p style="background-color: #800080; color: white; padding: 2px;">On-Site</p> <ul style="list-style-type: none"> <li>• Teachers will need to be flexible with restroom passes due to possible limitations to use during passing time.</li> <li>• Teacher stamps student pass sheet, limits/eliminates contact and needs to sanitize for writing a pass.</li> <li>• Limit number in a restroom at a time based on size and social distancing</li> <li>• Signage indicating how many students can be in that particular bathroom at the same time</li> <li>• No more than one student per class leaves to go to the restroom at a time.</li> <li>• Bathrooms must be locked during passing, and first/last 20 minutes of class, to help ensure the number of students in that space.</li> </ul>

**Cafeteria:  
Breakfast/Lunch**

On-Site

- **Breakfast** will be eaten in designated areas.
  - Food will not be shared or given to other students.
  - Students place all food/trash back in their breakfast bag for ease of disposal.
  - ALL food taken up/thrown away at once when the teacher circulates. NO FOOD IS SAVED.
- Students re-mask when finished eating
- ALL BREAKFAST ENDS AT 8:15AM
- **Lunch** will be eaten in the cafeteria / auditorium
- There will be a seating chart by class for all students to enable contract tracing.
- Social distancing will be maximized to best of ability - students will be spaced out.
- Lunches will be pre-made and distributed as students enter the cafeteria or auditorium.
- Trash can will be circulated at the end for students to throw away garbage.
- Restroom - students will need to raise their hands to use the restroom, admin on duty will write names down, send one at a time.
- *5-minute transition time between lunch periods is built into the schedule to the lower number of students in the hallway at a time.*

**Classroom**

On-Site

Every effort will be made to keep class sizes as low as possible, within the constraints of staffing and scheduling.

- Every student will have an assigned seat in every class. This will help maintain consistency and help us contact trace if necessary and determine who was within 6 feet in the case of a confirmed test.
  - The spacing of desks, tables, removal of additional furniture to provide for more space for seating/movement and social distancing.
  - Each classroom has a hand sanitizer unit installed.
  - Students must use hand sanitizer upon entering the classroom.
  - Students use individual classroom supplies as much as possible
  - Each student will clean and sanitize their desk and chair using disinfecting spray and paper towels provided by the district and distributed by the teacher before leaving the classroom.
  - Instructors may be limited in ability to circulate the classroom and maintain social distancing (checking work will be breathing on a student/breathing in student air could be dangerous). Teacher podium may be optimized to be at the back of class to monitor tech usage.
  - Use of LightSpeed for Chromebook monitoring software will be used.
  - Many best practices gleaned from e-learning will also help maximize student participation while limiting potentially harmful contact.
  - Utilizing online platforms for rigorous CFU is recommended.
- Buddy room/PBIS considerations
- Utilize room 127 as buddy room

On-Site

<b>Drills</b>	<ul style="list-style-type: none"> <li>• Drills will be done by individual classrooms rather than schoolwide, with social distancing and safety maintained. Plans will be developed with district safety and security to ensure drills are completed in fashion that is safe.</li> </ul>
<b>Athletics/Clubs/Tutoring</b>	<p style="background-color: #800080; color: white; padding: 2px;">On-Site</p> <p>As athletics and other afterschool activities begin we will follow the following protocols:</p> <ul style="list-style-type: none"> <li>• Students will go to the auditorium or cafeteria upon dismissal from their class at the end of day.</li> <li>• They will have designated areas/rows for their sport/club to sit, scholars will maintain 6 feet distance, remaining masked.</li> <li>• Signage for doors that sports enter/exit.</li> <li>• Coaches will come to pick up after their dismissal duty ends.</li> <li>• Getting after school snacks and changing will be alternated to ensure safety in the restroom and cafeteria.</li> <li>• Sports will have space where they can eat/sit and be socially distanced.</li> <li>• Students will leave their belongings in their space.</li> <li>• Students will wait in this area for after school busses/parent pick-up to eliminate crowding waiting for rides.</li> <li>• Sanitize the classroom before leaving.</li> <li>• Online learning students may still participate.</li> </ul>
	<p style="background-color: #800080; color: white; padding: 2px;">On-Site</p>
<b>Nursing protocol</b>	<ul style="list-style-type: none"> <li>• See Health Services Reopening Plan</li> </ul>