

# Northwest Middle School

## Student & Parent Guide to the Return of In-Person Learning

This document is a quick guide to help all our students and families successfully return to in-person/face-to-face learning safely and responsibly. It is important that families read and understand the content of the guide in order to be familiar with some of the procedures that will change slightly in order to keep everyone in our school community healthy and safe. We are excited to see our students in-person again; however, students, parents, and families must all take the necessary precautions to keep the NWMS community safe. It is important that all students and families review this document and understand both the expectations of the students and of the parents in order to be able to mitigate transmission and continue to provide safe and responsible in-person learning. It is going to take our entire NWMS community to work collaboratively together in order to safely reopen school. If you have any questions or concerns, please contact the main office 336-605-3333 or email Mrs. Francisco at [francid2@gcsnc.com](mailto:francid2@gcsnc.com).



## Arrival to School

The arrival process for all students will take place from 8:00 am -8:55 am. Students should not be dropped off at school prior to 8:00 am. Our goal will be for all students to be inside and in their Core 1 class by 8:55 am when morning announcements and Homeroom will begin. Core 1 will then begin at 9:00 am.

All students (bus riders and car riders) will use the Crisis Go/iPass app to answer the daily attestation questions to determine if they can safely enter the building. If a student has their own personal cell phone that the parent allows them to bring to school, then we encourage them to download the Crisis Go app directly to their own personal cell phone and use this app on the student's phone to complete the attestation questions. If a student does not have their own cell phone or they are not allowed to bring it to school, then the parent can download the app to their own phone and use the parent phone to complete the process. You can find the Crisis Go app in the App Store. The icon looks like this:



Once you have downloaded the app you will see the option for Single Sign On (SSO). You will see a dark blue button that says "Sign On" but under that you will see "Sign in with SSO". Click on the second one – "Sign in with SSO" to make the sign in process as easy as possible. Please watch the video below for more specific directions on using the Crisis Go App. You will see that it says "for staff" but the same directions will work for students who use their @stu.gcsnc.com email address (required for the Single Sign-On option/feature that will make this so much easier).

[YouTube Video for Crisis Go App](#)

Also – every day you will receive an email at your @gcsnc.com email address and any parent email address in our PowerSchool account. We are asking you to please try to use the downloaded app on the individual student phone versus this email if possible. However, if a student does not have their own cell phone to use for the app, the parent can download the app to their phone or use the email that is automatically sent each day at 4:00 am. Using the app is the easiest process and we encourage you to download the app versus using the email.

Before a student gets on the school bus, they will need to show the bus driver their Green Pass from the app. If the student does not have the app on their phone, the parent can show the bus driver the Green Pass from the parent's phone. If a student arrives at the bus without the Green Pass on either their own phone or on the parent's phone, then the bus driver will ask the student to fill out a hard copy form with the questions and the student will then give this paper to the school when they arrive at their Temperature Check Station. Again – we strongly encourage each student to download the app directly to their own phone and use this phone each day to show the bus driver.

For students that arrive to school in a car, they too will show the staff member at their car rider station the Crisis Go Green Pass in order to exit the car. If the student does not have the app downloaded to their own phone, the person driving the student through the car rider line will need to show the Green Pass on their phone. If no one in the car has the app downloaded, the staff member at the car rider line will have a QR code for someone in the car to scan and complete (this will take considerably more time so we are asking you to please have the student download this app directly to their phone or the parent's phone and have it ready to go before you are ready to exit the car). And...if no one in the car has a cell phone available, then we will ask the questions verbally and have the student check in on the Crisis Go Website once they are inside the school.

For approved Walkers (only if you have a parent who works at the high school) you will need to have the app downloaded to your student cell phone and you will go straight to the Walker Temperature Station in the Front Commons and show the staff member at that table your Green Pass.

Once students enter the building, they will have their temperature taken at one of the temperature stations in the Front Commons. If a student's temperature is equal to or greater than 100.4 degrees, the student will be directed to wait for five minutes and the screener will recheck the temperature after 5 minutes. A student who has a temperature of 100.4 degrees or greater after the second attempt will be directed to the sick room and parent/guardian will be contacted to pick up the student.

These are the questions that will be asked each day on the Crisis Go App/Attestation Questions:

1. *Have you had close contact (within 6 ft for at least 15 minutes) in the last 14 days with someone diagnosed with COVID-19, or has any health department or health care provider contacted you and advised you to quarantine?*
  - a. *If the answer is yes, the student will not be allowed to enter school, and the child cannot return for 14 days after the last time the child came in contact with someone with COVID-19.*
2. *Have you had any of these symptoms in the past 14 days? Fever 100.4 or higher; chills; shortness of breath or difficulty breathing; new cough; or new loss of taste or smell.*
  - a. *If the answer is yes, the child should go home and a family member should call the child's healthcare provider or public health.*
3. *Since they were last at school, have you been tested (because you are experiencing symptoms) and are awaiting results, or have you been diagnosed with COVID-19?*
  - a. *If the answer is yes, the student should not be at school. If the student is awaiting test results (because they got tested due to having symptoms), the student cannot return until results are received indicating a negative result.*
4. *If you responded "No" to the first three questions and are permitted to enter the building, do you agree to adhere to all health and safety procedures while on campus (wear a face mask, maintain a social distance of six-feet from others at all times, continuously wash hands/use hand sanitizer)?*

*If a student answers No to the first 3 questions and Yes to the final question they will get a Green Pass and can enter the school. If they get a Red Pass/Code the student will not be allowed to enter the building and will not load the bus or exit the car in the car rider line.*

### **Car Rider Arrival**

Students will be greeted at one of the 9 Car Rider Stations at the overhang car rider area. The student will show the staff member their Crisis Go Green Pass and then exit the car. They will walk inside the Front Commons and go to the Temperature Station inside that matches where they exited in the Car Rider Line. For example, if they get out at Car Rider Line #3 area then they will go inside to Temperature Station #3 to have their temperature taken. We have 9 spaces where students can exit a car and we have 9 Temperature Stations set up inside the Front Commons for Car Riders.

In order to ensure that no student enters the building without showing a staff member their Crisis Go Green Pass and getting their temperature recorded at the Temperature Station inside the Front Commons, we will not allow any student to be dropped off prior to 8:00 am. This is because we will not have staff members on duty prior to 8:00 am. If a parent needs to go to work or drop off a student prior to 8:00 am, we are very sorry, but we will not be able to accommodate earlier drop offs. In these situations, we will need the parent to request bus transportation. Another option could be carpooling with a neighbor/friend/relative.

All students that are being brought to school in a car must use the established car rider line. We must ensure that every student exiting a car has shown the staff member at that car rider station the Green Pass from Crisis Go prior to exiting the car; and therefore, we cannot allow students to be dropped off from parking spaces, the road, or other areas

surrounding the school (including the high school). If you are not able to use the car rider line beginning at 8:00 am, then we ask you to please request a bus stop/route. The only students that should approach the school by walking from an area that is not the bus drop off area or car rider line area are approved walkers that have already been given advanced permission to walk to school. Parents should not attempt to park and walk their student toward the building because we will not have staff outside to check the Crisis Go app. Please use the car rider line and have your student exit the car only after they have shown their Green Pass.

Parents will need an appointment to enter the school. Please call 336-605-3333 to schedule an appointment to enter the school. When you arrive for your appointment, please ring the doorbell at the front door and someone from the front office will come down to check you in as a visitor. Because our morning arrival process will be very busy, we ask that anyone requesting an appointment to enter the school please try to schedule these after 9:00 am once we have all students safely admitted to the school.

In the past, students - who had a sibling at the high school who could drive to school - could ride with their sibling and walk over to the middle school at the beginning of the day. The bell schedules have been changed this year and the high school now starts a full hour after we begin. Because of this, middle school students will be an hour late if they ride to school with their sibling. Please plan for your child to be a bus rider or be a car rider if they have a sibling that drives to the high school.

### **Bus Rider Arrival**

Buses will be unloaded by a school administrator. Middle school students or their parents will need to show the bus driver the Crisis Go Green Pass prior to loading the bus. The school administrator will confirm with the driver that each student that loaded the bus provided the Green Pass or a paper form in order to load the bus. The administrator will then allow students to exit the bus (socially distanced). Once the student exits the bus, they will walk to the Front Commons and go to one of the Bus Temperature Check Stations to have their temperature taken before heading to Core 1. Core 1 teachers have traffic maps that can help students understand which hallway they should travel to in order to get to their Core 1/Homeroom class.

Students will be required to stay in their bus seat until directed by the driver to get up and exit the bus. The bus will be boarded from back to front and students will then exit from front to back. Bus riders will be assigned a bus seat by the bus driver and we will have access to these assigned seats to assist with contact tracing on any bus should this be requested by the health department. Any student who does not comply with the procedures for the health and safety of others will require an immediate parent conference; subsequently, an alternative method of transportation may be required or your student will not be permitted to come to school on their cohort days for a certain length of time, requiring them to join classes remotely.

### **Walker Arrival**

Students are permitted to walk to school *if* they live in an area that is so close to the school that buses are not routed to that street or neighborhood (this is decided by the transportation department and not our school and at this time, we do not have any areas around our school that are designated for walkers – all our houses have a bus that will come to your street). We do have a few students who have parents working at the high school and these students will be permitted to walk from their parent's work to NWMS in the morning. We have a list of all approved walkers and only these preapproved walkers/students will be allowed to enter the school from an area that is not the bus rider area or one of the 9 car rider stations.

All walkers should enter NWMS at the front entrance. Students will wait 6 feet apart at a Temperature Station in the Front Commons and will show the Temperature Station attendant their Crisis Go Green Pass and have their temperature taken before going to Core 1.

## **Bathroom Breaks**

Each grade level team will be developing a plan for taking students safely to the restroom throughout the school day. The bathrooms have been modified to reflect 50% of their regular capacity (2 students at one time), and it is expected that students maintain social distancing while using the bathroom. We are expecting students who are given permission to use the restroom independently to determine whether the bathroom has an empty toilet and decide whether or not to enter in order to maintain adjusted capacity for the restroom. A student should crack the main door open and call out/ask how many people are already in the bathroom before deciding if they are able to enter. If there are already two people in the bathroom, they should wait for someone to leave before entering. Teachers will keep a sign-out bathroom log that students will initial when they leave the classroom to go to the bathroom independently so that we can provide contact tracing if needed to the health department. We will not be able to have custodial staff clean the bathroom between each students' use, so it is important that students wash their hands thoroughly after using the bathroom. Our custodial staff will however monitor the bathrooms as often as possible and clean frequently throughout the day (just not between every single use).

## **Cell Phones**

After arriving at school and showing the Crisis Go Green Pass, student cell phones will need to be either turned off or put on silent and kept in a student's bookbag throughout the school day unless directed by a teacher to use the device for a learning activity. A student whose device goes off or is a disruption may have the device held by an administrator until dismissal.

## **Class Changes and Transitions**

The Strong Schools NC Public Health Toolkit and CDC recommends for Plan A and B that students be placed into small cohorts of students and limit the number of transitions and mixings of student groups throughout the school day to 3. Obviously, this recommendation is completely opposite to the design of the regular middle school model where we encourage students to interact with as many individuals as possible to help promote social growth and a well-rounded student. However, the safety of our school community must come first as we transition back to school; therefore, the students will remain with their Core 1 Cohort throughout the day, except when they go to one Encore per day and to the bathroom. Students will move with this initial cohort to their other core classes (as a group) and the desks will be cleaned by the students with a disinfectant wipe between class changes.

## **Dismissal from School**

### **Car Rider Dismissal**

We will begin dismissing students at 3:25. Students will get a NEW car rider tag on their first day of face-to-face instruction (if they are a car rider). Please throw away any previous car rider tags that have been issued to you in previous years. The number that is on the new car rider tag is what will be used to call your student at dismissal. On the very first day that your child is a car rider, we will use your last name since you will not have the new tag until the end of that first day.

In the past, students - who had a sibling at the high school who could drive to school - could walk over the high school to get in their sibling's car at dismissal. The bell schedules have been changed this year and the high school now dismisses a full hour after we dismiss. Because of this, middle school students will not be allowed to walk over to the high school at dismissal to ride home with their sibling. The high school will not allow students to hang out/around their campus for one hour and we are not able to supervise/hold middle school students here for one hour while we wait for the high school to dismiss. Please plan for your child to be a bus rider or be a car rider if they have a sibling that drives to the high school.

It is important to continue to maintain our health and safety guidelines, including 6 ft. social distancing and wearing face coverings through the car rider dismissal process. The car rider process we will implement is to reduce the number of students traveling in the hallway at one time and the number of students waiting in the Front Commons or along the sidewalk for their ride to pick them up. This process will facilitate the safest and most efficient dismissal under our current circumstances.

In the afternoon our assistant principal and designated staff will record the car tag numbers of parents in line and they will enter these numbers into the Teams App that will be displayed in the student's final class of the day. As students see their car tag number displayed, they will be dismissed from their classroom by the teacher and they will travel (socially distanced) to the car rider line area and enter their car. Students will only have their car rider tag called if their parent is in the car rider line. We will not dismiss students to parked cars or areas around campus (the road, parking spaces, the high school, etc.). If your child is an afternoon car rider, you will be required to enter the car rider line and wait in line until your child's tag is called and they arrive to your car. We will do our best to call around three rounds in advance so that students are down at the car by the time you enter one of the 9 stations. They will wait socially distanced until they see your car enter one of the 9 stations. Teachers will have a list of all students in their final class with their car tag or bus number and will verify that the student's number has been displayed prior to dismissing them.

We ask that parents who are picking students up in the car rider line please be in line by 3:30 pm. All car rider students should be picked up no later than 4:00 pm. The school does not have the staff to monitor students well beyond the scheduled dismissal time to ensure they are staying socially distant and following appropriate safety and health procedures.

### **Bus Rider and Walker Dismissal**

It is important to continue to maintain our health and safety guidelines, including 6 ft. social distancing and wearing face coverings through the bus dismissal process, and on the bus ride home.

A staff member will enter the bus numbers into the Teams App one at a time and students will come out to their bus when their bus number projects on the screen in their classroom. Students are not permitted to leave the classroom until their bus number has been projected in the Teams App in their final class of the day. Teachers will have a list of each student's bus number and will verify that the student's bus number has been projected before dismissing the student. We will be calling one bus at a time to prevent too many students from transitioning in the hallway at one time and moving to the bus dismissal area. Students will exit the building and immediately report to their assigned bus.

The students will load the bus at the direction of the driver, which will be to move to their assigned seat/space. In some situations, students who live in the same household may be permitted to sit together.

Any student who does not comply with the procedures for the health and safety of others will require an immediate parent conference; subsequently, an alternative method of transportation may be required or your student will not be permitted to come to school on their cohort days for a certain length of time, requiring them to join classes remotely.

Approved walkers (parents who work at the HS) will be dismissed after all buses have been dismissed and buses have left campus.

### **Early Dismissal and Late Arrival Procedures**

The student early departure process for all students will be a contactless procedure. Parents will need to ring the buzzer at the entrance to the building and notify the main office staff that you are here to check out your child. You will need to hold your ID in front of the camera for verification. Give your student's first and last name, the parent/guardian or approved person's name and date of birth, and reason for early check out to the office staff. Once the checkout process is completed, your child will be sent down to you. Please try to limit all early dismissals so that students are not being taken out of class. We suggest you try to schedule

appointments on Wednesdays or on days that students are not in face-to-face instruction. Please also do not plan to have early dismissals after 2:30 pm.

If you need to bring your child to school late, please ring the doorbell and wait with your student outside until someone from the front office can come down and check the student in. The Crisis Go App will need to be completed and shown to the staff member before having the student's temperature taken.

## Encore Classes

Students will attend one Encore class each day. As you look at your schedule you will attend Encore following this plan:

### A Weeks

Mondays = A1

Tuesdays = A2

Wednesdays = A1 and A2 (25 minutes each)

Thursdays = A1

Friday = A2

### B Weeks

Mondays = B1

Tuesdays = B2

Wednesdays = B1 and B2 (25 minutes each)

Thursdays = B1

Fridays = B2

On the days that the student is on campus for face-to-face instruction, they will go to the Encore class in person; but on the days that they are at home, they will stream in through Canvas/Teams. Because Wednesday is a Remote day for all students, the students will join a shorter Encore but attend both A1/A2 on A Weeks and B1/B2 on B Weeks. If the student is a Remote Only student, they will stream in all 5 days.

For students that attend face-to-face instruction, it is important to note and realize that they will mix with other students from other classes when they attend their one Encore class each day. Encore teachers will follow the same cleaning protocols that our Core teachers follow between classes and students will not share materials during Encore classes. Students are expected to maintain 6 ft. social distance guidelines and keep their masks on at all times while traveling to their daily Encore class.

## Face Coverings, Social Distancing, and other Mitigation Strategies

It is expected that all individuals who are on campus will always have a mask on in the appropriate manner (covering both nose and mouth), unless eating or drinking. Teachers may, at their discretion and as the schedule allows, provide opportunities for students to take a mask break throughout the day, but only in situations where students are in a large enough space, outdoors, or while eating breakfast/lunch. Also, it is expected that all individuals adhere to the 6 ft. social distancing guidelines, and to the greatest extent possible, keep appropriate distance between themselves and others to help mitigate the transmission of the virus.

Students, staff, and individuals should be mindful of the number of items that are handled by multiple people throughout the day. Students will bring, or teachers will supply students with, their own supplies and instructional materials, so items are not being passed between students or shared with others throughout the school day.

Students will also be expected to clean their own desk with a disinfectant wipe before and after using the space. The disinfectant wipe will be provided by the classroom teacher, and sanitizer will be available throughout the building. Students will use the bathroom during classroom bathroom breaks and have several opportunities to wash their hands with soap and water.

Classroom spaces are setup according to the CDC standards to maintain 6 ft. of social distancing while students are in the classroom. Each classroom has been installed with hand sanitizer wall pumps, and hand sanitizer bottles are also available throughout the school.

Individuals who do not comply with all the mitigation strategies in place to prevent transmission of the virus will be immediately directed to be picked up by a parent. The parent/guardian will be called by the administrator to come pick-up their student and the student will be allowed to return the following week during their cohort days. During the time that a student is away from the building due to not following mitigation strategies, they will be expected to attend all live classes remotely and maintain all their classwork and assignments.

## **Large Gatherings – Assemblies/Concerts/Awards**

The Public Health School Toolkit states schools are required to discontinue in-person activities that involve bringing together large groups of people or activities that do not allow for social distancing. Therefore, we will suspend all in-person assemblies, concerts, and award ceremonies until new guidance is received that it is appropriate to do so.

## **Lockers and School Supplies/Book Bags**

As we begin to transition back to school, students will not be assigned a locker. The students will keep their bookbags, jackets, and other items with them at their assigned desk. The purpose is to also eliminate a transition and opportunity where students are moving to areas where maintaining 6 ft. social distancing is difficult. The leadership team will continue to monitor the ongoing situation and will determine when it will be appropriate to assign student lockers. We are asking that students pack lightly and try to fit all items they are bringing to school in one bag so that they can travel to their classes easily with all their items in one bag.

To protect our floors and because we have multiple stairways, we do not allow rolling bookbags.

At this time, we are asking parents to not send in classroom community type supplies that are shared by the classroom. Each student should only have/bring their own supplies and not borrow or share with other students.

## **Masks**

Students are always required to wear a mask when they are on campus. Gaiters and other types of face coverings will not be allowed. We will follow the CDC recommendations for students to wear masks. If a student does not have a mask, then we will provide one for the student. Please do not wear masks with inappropriate or disruptive messages.

## **Media Center Protocols**

While students are not permitted to browse the Media Center for library books, student may access books for check out by putting books on hold in Destiny. Mrs. Stringer and Mrs. Parsons will check the books out to students and deliver the books to their homeroom teacher for distribution. Books may be returned in the Media Center drop box in the Front Commons during Arrival and Dismissal each day. Books that are returned are held in a mandatory quarantine for 7 days before another student may check out the book. Students may check out up to 5 books at a time. The 5-book limit includes e-books.

Any books that were checked out last year prior to our quarantine may be returned in a drop box in the Front Commons. We do NOT charge overdue fees but would love to have books returned for other students to check out and enjoy!

Video tutorials on Book Holds are located in the NWMS Media Center course under Students > Library Skills or you may also view them here:

- In Person: You may view the video for book holds here: <http://bit.ly/NWMSLibraryHolds>
- Remote Students: You may also view the tutorial on Curbside Check Out here: <http://bit.ly/NWMSCurbside>
- eBooks: Instructions for using eBooks in our collection are located here: <http://bit.ly/NWMS eBookUse>

## **Medication**

If a student takes medication during the school day, a medical authorization form is required and must be kept on file in the main office. This form must be completed and signed by a doctor. A parent must make an appointment and bring the medication form and medication to the front office. Students are not allowed to have medication in the school building without the authorization form. Medical authorization forms can be found on the GCS website under the Health Services and Nursing Tab.

## **One Card Student ID**

Each student will be issued a Student ID/One Card on their first day of face-to-face instruction. The card will have a breakaway lanyard provided with it. Students are expected to wear the One Card ID each day they are on campus and keep it on throughout the day. This will assist us with the Temperature Check-In Stations each morning and identifying students who are released from class to go to the bathroom. It will also assist with any student who needs to be sent to the sick room/isolation room due to COVID Symptoms where we will have support staff who may not be as familiar with all students as their classroom teachers. If a student loses their One Card or the breakaway lanyard, they will be provided a replacement and there may be a fee charged to replace items.

## **Parent Communication**

Two-way communication between school and home is critical for all to work together to create an environment for our students to be successful. NWMS will continue to communicate with parents through email, remind apps, Canvas, Connect Ed, Teams calls, and phone calls to avoid too many in-person interactions and conferences. In most cases, situations, concerns, and items that occur can be resolved just as quickly and will continue to keep our school community as safe as possible. Throughout the continued pandemic, if a parent needs to enter or visit inside the school they will need to contact the main office to schedule an appointment.

We will continue to answer the school main number 336-605-3333 and will direct questions and inquiries to the appropriate staff. Email is the best alternative to communicate with your child's teacher and school staff.

## **Parent Responsibilities**

It is important that if your student begins to show signs and/or symptoms of COVID, that you keep your student home from school. It is our recommendation that you immediately consult your primary health care provider in order to determine the steps to keep your student and family safe.

Also, should your student receive a positive test or be awaiting results of a test, it is your responsibility to notify the school immediately so the appropriate steps can be taken to mitigate the transmission of the virus to others. The school will be working closely with the school nurse and the local health department to determine the steps that need to be taken in order to prevent transmission of the virus.

It is also expected that all parents will comply with the health department's guidance when notified to either isolate and/or quarantine your student who has either tested positive or was directly exposed/been a close contact to someone who has tested positive. Please be sure to communicate either of those situations so we can code attendance appropriately, determine the return to school date, and ensure you have the schedule for remote learning (if your student is well) during the time of isolation/quarantine.

## **PTSO**

The NWMS PTSO has remained busy behind the scenes this school year. They are excited to welcome Students and Families back to campus and hope that those families who haven't joined will do so now. Please bookmark the PTSO's website, [nwmsptso.org](http://nwmsptso.org), for quick referencing for all things PTSO. You can also sign up to receive weekly emails, which also include important updates from our School's Administration. And don't forget to follow their Facebook page too!

Have you purchased your spirit wear? It's not too late! The PTSO has a lot of inventory to move before the end of the school year. They are also selling birthday lawn signs too! Maybe your student will need help with their organization? The PTSO has planners for \$5. Everything you need to showcase your school spirit is on their website. Visit it today!

## **Student Devices**

The district is in the process of receiving the shipment of student devices for 4<sup>th</sup> through 12<sup>th</sup> grade students; however, it does not look like NWMS will receive those devices prior to the return of face-to-face learning. If your student has a personal device that they use, and the parent permits them to bring that device to school, they may do so while we wait for the new Chromebooks to arrive. Of course, students bringing their own devices to school do so at their own risk and we cannot accept responsibility if a device is dropped, damaged, stolen, etc. Students will not be allowed to pass or share their personal devices with other students. We also cannot guarantee that student devices will be able to connect to the school's wi-fi.

If your student is currently using a GCS borrowed device, they can and should plan to bring this device to and from school daily until their new device arrives. Once the new device arrives, they will turn in the old GCS device to get their new device.

Teachers will continue to utilize Canvas as much as possible even with the return of face-to-face learning. Once our new student Chromebooks arrive, it is important that students bring them and take them home daily and that these devices are charged prior to coming to school. The students should always have their device with them when they are at school and it should travel back and forth with them from home to school each day. Please make sure they are charged at home each night.

## **Student Expectations on Remote Learning Days**

Students who have elected to remain a Remote Learner for the remainder of this school year will join all classes through Canvas by streaming into the live class session with Teams. Teachers will continue to place the links to the live Teams sessions in the Calendar portion of each Canvas course. There will be live instruction through Canvas/Teams on Monday-Friday. Students will attend all Core classes daily and one Encore class each day (except on Wednesdays where they will join both Encores for a shorter time period – 25 minutes each). For more information about Encores, see the section of this handbook titled Encore.

For students who are attending face-to-face instruction two days per week as part of Cohort A or Cohort B, the expectation for the three days that they are remote learning will be that they attend all classes remotely and stream in to the live instruction provided by their classroom teacher.

For both Remote Learners Only and Hybrid Learners (those attending some f2f two days per week and some remote three days per week), classroom teachers will determine how long students will remain streaming in and this time may be different on different days. For example, on some days the classroom teacher will expect the remote students to stream in for a short period of time while they are providing a direct teacher led lesson and then he/she may release the remote learners to complete tasks in Canvas; while on other days, they may have students stream in for a longer period of time and participate in the live lesson with less time spent on independent activities in Canvas. The point is – it depends on the teacher's plan for the day and each day may be different as far as how long students will be streaming in for different classes, but all students should definitely log in for the beginning of each class based on the Master Schedule and continue streaming in until the teacher releases the student to work more independently in Canvas.

## **Visitors**

Visitation to the school will continue to be limited as we move back to in-person/face-to-face learning. Visitors will need to make an appointment in order to enter the school building. Also, to the extent possible, the school staff will handle necessary in-person visits by wearing masks, socially distancing, and by keeping visitors outside as much as possible.

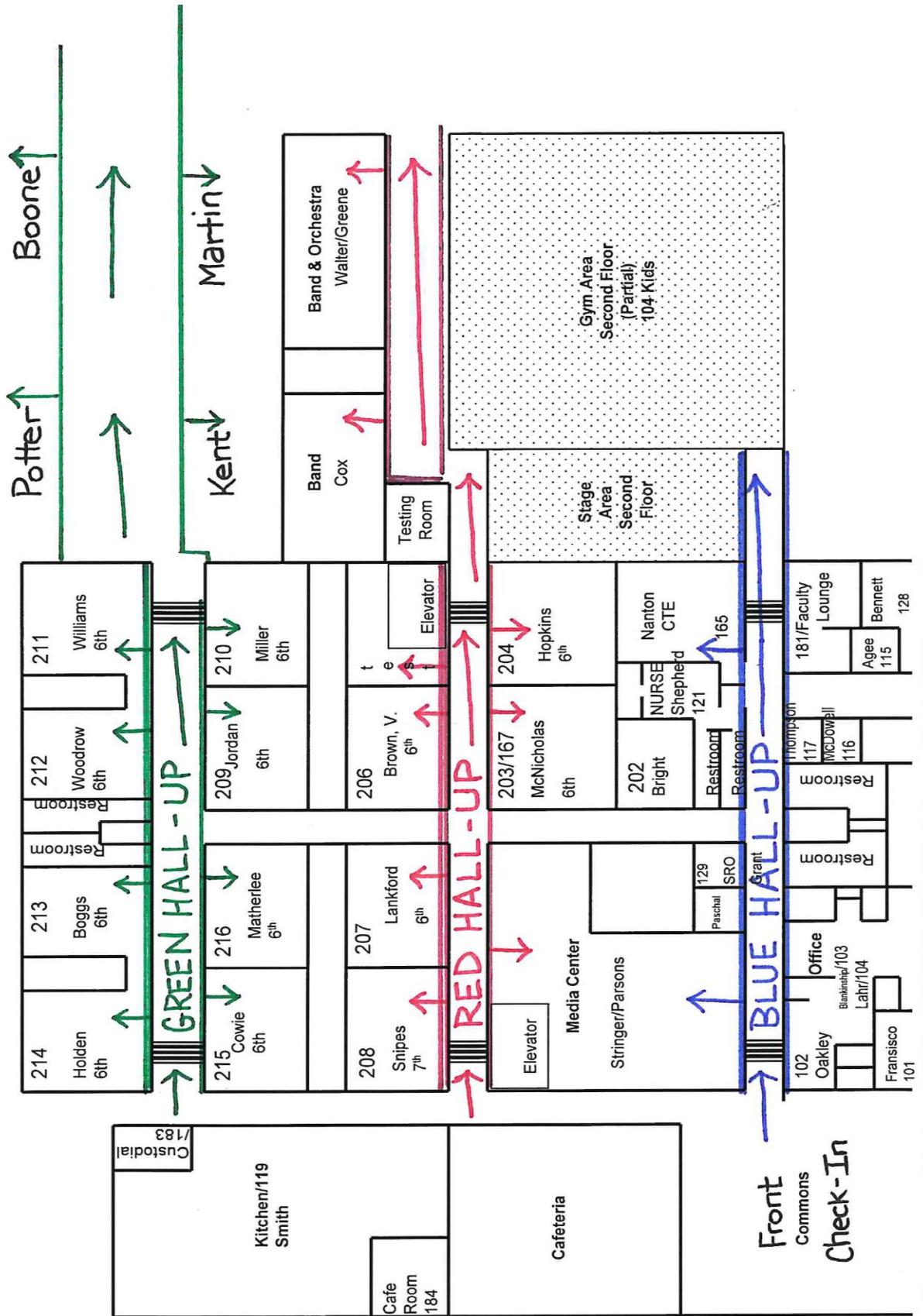
## **Water Bottles**

The water fountains will be covered and unavailable for students or staff to use in accordance with the Strong Schools NC Public Health Toolkit. Students are permitted to bring a water bottle from home and the school will have two water filling stations in the front commons that can be used with permission to refill water bottles brought from home.

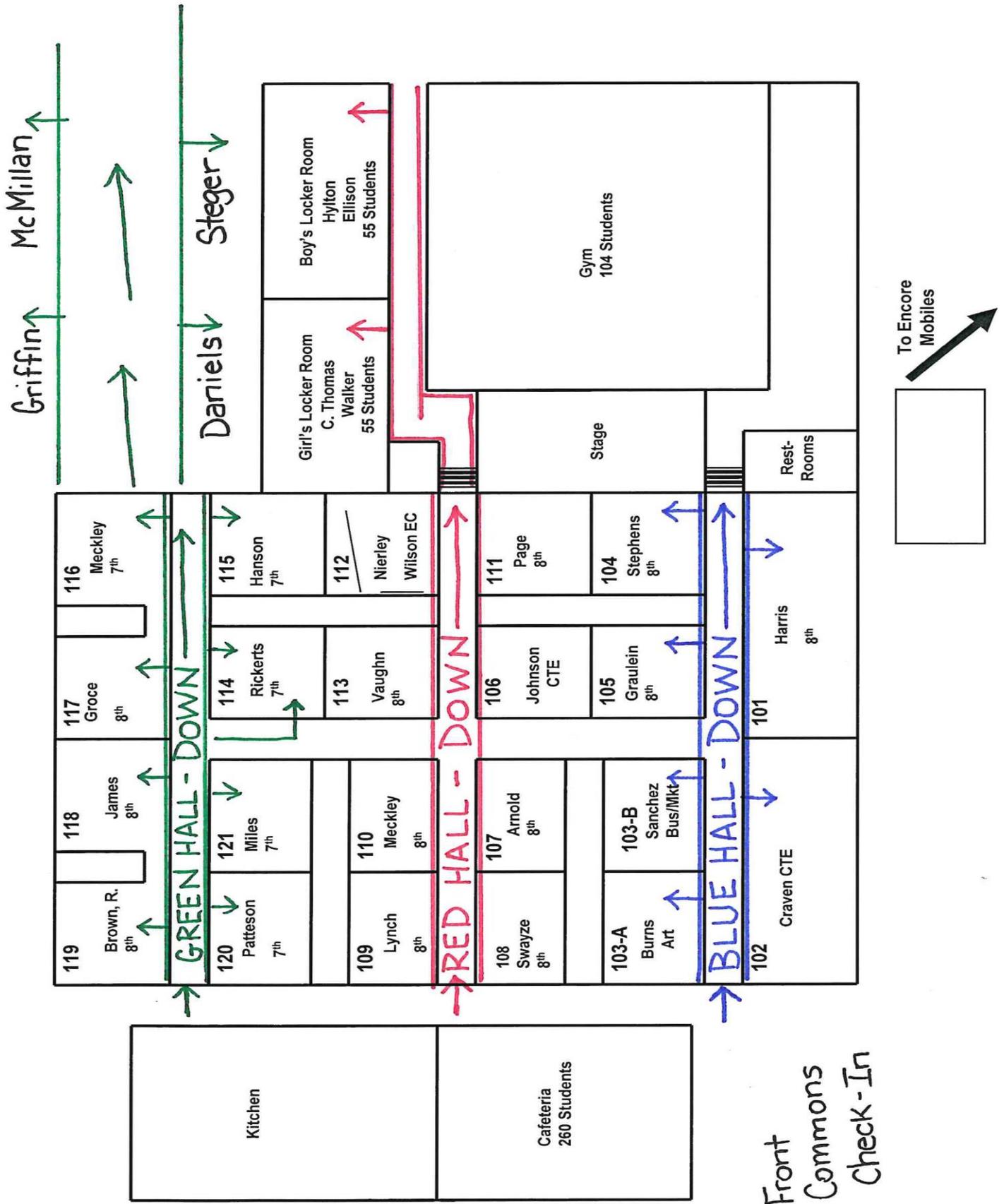
Master Schedule:

6 <sup>th</sup>	<p><b>Core 1</b></p> <p>Arrival 8:00-8:55 Homeroom 8:55-9:00 Core 1 9:00-10:10</p> <p>70 min.</p>	<p><b>Encore</b></p> <p>10:14-11:14</p> <p>60 min.</p>	<p><b>Core 2/Lunch</b></p> <p>Lunch 11:18-11:48 30 min.</p> <p>Core 2 11:48-12:58 70 min.</p>	<p><b>Core 3</b></p> <p>Core 3 1:01-2:11</p> <p>70 min.</p>	<p><b>Core 4</b></p> <p>2:14-3:25</p> <p>71 min.</p>
8 <sup>th</sup>	<p><b>Core 1</b></p> <p>Arrival 8:00-8:55 Homeroom 8:55-9:00 Core 1 9:00-10:10</p> <p>70 min.</p>	<p><b>Core 2/Lunch</b></p> <p>Core 2 10:13-11:23 70 min.</p> <p>Lunch 11:23-11:53 30 min.</p>	<p><b>Encore</b></p> <p>11:57-12:57</p> <p>60 min.</p>	<p><b>Core 3</b></p> <p>Core 3 1:01-2:11</p> <p>70 min.</p>	<p><b>Core 4</b></p> <p>2:14-3:25</p> <p>71 min.</p>
7 <sup>th</sup>	<p><b>Core 1</b></p> <p>Arrival 8:00-8:55 Homeroom 8:55-9:00 Core 1 9:00-10:10</p> <p>70 min.</p>	<p><b>Core 2</b></p> <p>10:13-11:23</p> <p>70 min.</p>	<p><b>Core 3/ Lunch</b></p> <p>Lunch 11:26-11:56 30 min.</p> <p>Core 3 11:56-1:06 70 min.</p>	<p><b>Core 4</b></p> <p>1:09-2:19</p> <p>70 min.</p>	<p><b>Encore</b></p> <p>2:23-3:25</p> <p>Dismiss from Encore</p> <p>62 min.</p>
<b>Encore</b>	<p>Am Duty 8:00-8:55 55 min.</p> <p>Planning &amp; Support 9:00 – 10:10</p> <p>70 min.</p>	<p><b>6<sup>th</sup> Grade Encore</b></p> <p>10:14-11:14 60 min.</p> <p>Cleaning &amp; Support 11:18-11:54 36 min.</p>	<p><b>8<sup>th</sup> Grade Encore</b></p> <p>11:57-12:57</p> <p>60 min.</p>	<p><b>Lunch &amp; Support</b></p> <p>1:00-2:20</p> <p>80 min.</p>	<p><b>7<sup>th</sup> Grade Encore</b></p> <p>2:23-3:25</p> <p>62 min.</p>

Map of Top/Upper Floor with Color Coded Hallways to assist with student movement:



Map of Lower/Bottom Floor Color Coded Hallways to assist with student movement:



## Colored Coded Travel Paths for Student Arrival/Departure January 2021

### Office Hallway (Blue Hall)

**Upstairs: Main Office, Nanton, EC Offices, Media Center, SRO**

**Downstairs: Burns, Craven, Sanchez, Harris, Swayze, Johnson**

### Middle Hallway (Red Hall)

**Upstairs: Snipes, Lankford, Brown, McNicholas, Hopkins, Band Hall**

**Downstairs: Stephens, Lynch, Meckley, Arnold, Vaughn, Nierle, Page, Locker Rooms**

### Far Hallway (Green Hall)

**Upstairs: Holden, Cowie, Boggs, Matherlee, Robinson, Williams, Jordan, Miller, Potter, Boone, Kent**

**Downstairs: Brown, James, Patteson, Miles, Groce, Meckley, Rickerts, Hanson, Daniels, Griffin, McMillan**

- This is essentially the routes kids will follow upon arrival and departure to promote social distancing.
- Routes in between classes will need be determined by each team of teachers.