

MGJSHS ReENTRY Plan

Main Office Operations

Visitors and parents to MGJSHS will be limited to an “as needed” basis. We will make every effort to reduce the amount of visitors and parents who enter our school. We want a welcoming, family-friendly environment but want the outside traffic to be kept at an extreme minimum. We will ask through the buzz-in what the nature of the visit is and be prepared to make the transaction quickly but friendly. Hand sanitizer stations will be on the counter. The counter will be wiped down after each exchange. A set of “sanitized” and “needs sanitized” pens will be on the counter and switched periodically when needed.

Schedule

- We will remain on a traditional 7 period day.

Classroom

We will make every attempt to maintain a safe distance between students. The following are guidelines from the INClass document that was received from the Indiana Department of Education. Please take under consideration when setting up your classroom:

- Increase space between students during in-person instruction
- Rearrange desks to increase space between students.
 - Tape and Tape Measures are provided in the Main Office if a teacher were to want to place marks for desk location on their floors.
- Face desks in the same direction.
- Avoid or eliminate sharing of electronic devices, school supplies, etc.
- Add desks to be interspersed with tables to allow only two at a table.
- Eliminate combined supplies and have students keep their own.
- Decrease “clutter” as much as possible

In the areas of Band and Choir we will use the auditorium and cafeteria in order to create social distancing for periods with a large number of students.

Hand-sanitizer: additional stations throughout the building

Disinfecting wipes will be provided to all teachers for the purpose of desks being wiped down. This can be completed by the teacher or by students. One possible suggestion is to allow each student to pull a wipe at the end of the period and ask them to wipe down their desk/seat prior to exiting the classroom.

Student Screening

Each day, teachers will start the day with observational student screening. Teachers will visually survey their students for the following symptoms:

- The appearance of a fever - If a student appears to have a fever, please send him/her to the nurse/office for a temperature check. Appearance of a fever could be, but not limited to, the following:
 - Student looking extra tired or without energy
 - Student seeming to have sore muscle pain, headache
 - Student who is exhibiting chills or repeated shaking.
- Cough
- Shortness of breath or difficulty breathing

In addition to the observational screening, if a student enters your classroom and complains of the following symptoms, please send him/her to the office or nurse for additional evaluation:

- Sore throat
- Headache

- New loss of taste or smell
- Difficulty breathing

Classroom Visitors

Visitors will be welcome into the classroom areas when approved for a specific academic purpose in collaboration between the requesting teacher and school administration. Such purposes could be college/university observations, special needs observations, substitute teachers, and for academic purposes.

Passing Period

Students will be expected to wear masks during passing periods. We are shortening our passing periods by one minute. This will encourage less social interaction and create an urgency in moving from class to class. This will increase each instructional period by one minute.

Non-Essential Student Traffic

It is important to limit non-essential student traffic around the physical building.

- Main Office must limit calling students out of class to report to another area of the building unless it is absolutely necessary.
- Student Service Office must limit calling students out of class to report to another area of the building unless it is absolutely necessary.
- Teachers must limit allowing students to leave their classroom during the instructional period unless it is absolutely necessary.

Masks

A mask is being provided by the district for each teacher and student. Each individual in the school building is required to wear the issued mask or mask of their own (school appropriate) to remain in compliance with Governor Holcomb's state mandate. All adults and students in grades three to twelve will be required to wear a mask on school property, however include the exceptions for taking off the masks per Governor Holcomb's Executive Order 20-37.

Food Services Department

Breakfast: Breakfast will be served similar to previous years. Breakfast items will be simplified. Students will sit in every other seat. Students will use hand sanitizer before he/she touches food. Students will be asked to wash hands on their way from breakfast to their classroom. Hard trays will be used but plastic utensils will be provided to eliminate the cross contamination of students reaching for a fork/spoon unwrapped.

Lunch: Lunch will be served similar to previous years. In order to maintain social distancing, students will be spread out across the cafeteria, stage in cafeteria, student lounge, lecture hall, and library. Cafeteria personnel and cafeteria monitors will clean/sanitize each table. Meals will be the same. Hard trays will be used but plastic utensils will be provided to eliminate the cross contamination of students reaching for a fork/spoon unwrapped.

Water

Water fountains are not to be used at this time per INClass guidelines. To still provide students access to water we are working to do the following:

- Adding 2-3 more bottle filling stations to be installed at water fountains around the building.
- MGJSHS will provide students with a water bottle that they can refill at the bottle filling stations located at several water fountains around the building.

Drop Off / Bus Unloading

- Students should not be dropped off before 7:50am in order to ensure safe distancing before the doors open for the day.
- Car riders should be dropped off at Door 6 or Door 7 but not prior to 7:50am.

Pick Up / Bus Dismissal

- Bus riders will exit out Door #2 or Door #3
- Car riders will walk out Door #6 or Door #7

Events

- Convocations will not be held until further notice.
- Special visitors to classrooms must be approved prior to the visit.
- Award programs will occur without parent audience members. We will share a recording or stream live (if/when possible).
- Field trips will not be taken until further notice.
- We will continually re-evaluate to determine the status of future events. Events will be tailored to safety guidelines or rescheduled at a time that is more appropriate for the state of our area.