



***L'Anse Creuse Public Schools will be offering an In-Person Instruction option for all families. Below you will find valuable information outlining the protocols L'Anse Creuse and Middle School - South have put in place to keep our students and staff safe following the Michigan Return to School Roadmap.***

#### **CURRICULUM NIGHT/MEET THE TEACHER**

Each of your student's teachers will record their curriculum night presentation so parents can learn about the teacher, see the classroom, hear about routines and procedures, and learn about curriculum. A school messenger will be sent during the second week of school with a link to select each of your student's videos. Parents are encouraged, as always, to reach out to any teachers if there is a need for individual contact.

#### **MAKING SURE KIDS ARE HEALTHY**

To reduce the risk to all of our students and staff, we ask that all parents sending their kids to face to face schooling take their child's temperature and ensure he/she is not exhibiting any symptoms of covid prior to sending their child to school. Any student who has a temperature of 100.4 or greater or is showing symptoms of covid or other illness, should stay home and consider coronavirus testing if symptoms of COVID -19 are present. If you have questions about COVID-19, please call the Macomb County Health Department helpline at 586-463-3750 or review the department's "Toolkit" document on its web site at: <https://health.macombgov.org/Covid19>.

#### **HYGIENE**

We will teach and reinforce handwashing with soap and water for at least 20 seconds and/or the safe use of hand sanitizer. Students will be advised to use hand sanitizer as they enter a new space in the building, with staff supervision. Staff will follow the same procedures. Students who develop a fever or becomes ill with COVID-19 symptoms while at school or in a school activity, should wear a mask and be transported by parent or guardian for off-site testing.

**BLOCK SCHEDULE - Updated**

Middle School – South will be following a block schedule to minimize contact with other students and to reduce the number of passing times. Students will follow an A/B Day schedule where each class will be a 95-100 minute block. Students will attend hours 1, 2, and 3 on A Days / 4, 5, and 6 on B Days. Each Monday and Wednesday will be an A Day. Each Tuesday and Thursday will be a B Day. Fridays will alternate A and B Days. The schedule for the week will be included in each Friday's weekly school messenger.

**START & END TIME FOR SCHOOL DAY**

To provide teacher contact time for our Virtual Learners, the school day has been adjusted to provide time at the end of the day. As a result, the school day will begin at 8 am and end at 1:45 pm on full days. Half days of school will continue to run from 8 am to 11:15 am.

**VIRTUAL INSTRUCTION**

Students choosing to take the Virtual Learning option will work through a program called Edmentum. This is a self-paced on-line program that includes tutorial, activities, quizzes, and weekly assessments. Students will all have a mentor teacher for each class. A schedule is being developed for those teachers to have contact with students each week. Mentor teachers will also be available to respond to email questions and assist students who are having difficulty.

**STAFF MASKS AND HEALTH**

Staff members must pass a daily health screening and are required to wear masks at **ALL** times, except at meals.

**STUDENT MASKS**

Students must also wear masks at **ALL** times, except at meals and when engaged in outdoor activities that maintain 6 ft. of social distancing. Masks will be provided to any student who does not have one or needs a new one.

**PARENTS/VISITORS**

For the safety of all students and staff, guests will not be permitted to enter the building, unless an emergency situation should arise (student injury, disciplinary issue, etc.). In that case, the individual would be screened, for symptoms, wear a facial covering and wash/sanitize hands prior to entering. Unfortunately, this means we will not be running our Watch Dogs program at this time.

**AM DROP OFF**

Students may NOT be dropped off at the school prior to 7:30 am. Any students dropped off between 7:30 and 7:45 am must enter the building through the main office, must be wearing a mask, must sign in at the front desk, and then proceed to the commons. Students will be social distanced at tables in the commons under the supervision of our hall monitor until the bell rings at 7:50 am.

**BUS ARRIVAL**

Students will be required to wear a mask while waiting for and riding the bus. At 7:50 am, both the principal and associate principal will exit each bus one at a time to stagger student entry into the building. Depending on the bus, some students will be directed to enter the main front doors while others will be directed to the doors at the end of the 6<sup>th</sup> grade hallway.

**BREAKFAST**

Students wishing to get a breakfast or who participate in the free/reduced lunch program are expected to go directly to the serving line in the commons upon entry to the building (early arrivals are expected to go to the line upon arrival – the line is open at 7:30 am). Students must sanitize their hands upon arrival to the serving line. Students will eat their breakfasts at the cafeteria tables set up in the commons. Breakfasts are expected to be completed prior to the end of announcements. Students may remove their masks while eating only. Students will sanitize their hands following breakfast upon arrival to their first hour class.

**NO LOCKERS/PERSONAL BELONGINGS**

In an effort to reduce close interactions with other students, students will not be assigned a locker. Students will be expected to take all personal belongings with them to each class. In an effort to make travel throughout the day as easy as possible, we encourage families to avoid large trapper keepers or large back packs. Aim for simple paper folders and a sling bag if at all possible.

**CELL PHONES**

Students will be expected to keep their cell phones shut off and in their back pack/sling bag unless it is to be used for an academic activity in class. Cell phones are not to be taken out in the hallway, restroom, or cafeteria.

**HALLWAY TRAFFIC/TRANSITIONS BETWEEN CLASSES**

As a result of the block schedule, students will enter the hallways half the number of times they would if we followed our regular six hour schedule. Students will stay to the right-hand side of halls and all stairwells at all times. Arrows will be placed on the ground guiding student foot traffic. Since there are no assigned lockers, students will be expected to travel directly from one class to the next. No congregating in the hallways will be permitted. Students wishing to use the restroom during passing time will need to bring their materials to their next class and check in with that teacher prior to going to the restroom. Upon entering each classroom, students will be expected to use hand sanitizer (this includes when returning from the restroom).

**STUDENT SEATING**

Students will be assigned a seat in each class. Extra classroom furniture and unused desks have been removed from each classroom and tables in science rooms have been removed and replaced with student desks to provide for maximum spacing in each classroom. Students will be expected to remain in their seats at all times unless provided with a pass to the restroom. All desks will be cleaned between classes.

### **CLASSROOM/PERSONAL MATERIALS**

In an effort to avoid sharing of materials, we encourage families to provide their students with their own basic classroom supplies including: Paper, sharpened pencils, a small pencil sharpener, ink pens, highlighter, scissors, and glue sticks. Students who are unable to provide these items will be provided them by the school. Sharing of supplies will be limited to only items that must be shared (art, science, or math equipment). If materials are shared, all students will use hand sanitizer before and after use. All materials will be sanitized between settings.

### **PHYSICAL EDUCATION**

Physical Education classes will be held outside as much as possible, social distancing as much as possible. When two physical education classes are assigned the same time block, and if the weather is not permitting for students to go outside, one class will be held in the gym and the other will be in the classroom. Teachers will provide a greater focus on health instruction when students are unable to go outside during the 1<sup>st</sup> semester. In an effort to eliminate close contact, locker rooms will not be used at this time.

### **SPECIAL SERVICES – SPEECH, SOCIAL WORK, RESOURCE ROOM**

Students will participate in all special service activities as normal.

### **COMPUTER LAB**

Only one class will go to a computer lab at a time. Students will be spaced as much as possible. Keyboards, mice, headphones, and seats will be cleaned after each use.

### **RESTROOMS**

Students may only use the restroom with teacher permission. Students may not bring any personal belongings (except purses for female students) with them to the restroom and are expected to maintain social distancing at all times. During passing time, students are expected to bring all personal belongings to their next classroom and check in with their teachers before using the restroom. Students will be permitted to use the restroom when the need arises, including to blow his/her nose. In an effort to assist with contact tracing, teachers will record the name and time students use the restroom. Students are expected to wash their hands in the restroom and must use hand sanitizer upon returning to class.

### **LUNCH**

Students will use hand sanitizer before entering the cafeteria to eat and upon returning to class after lunch. Students may only remove their masks until they are done eating. Students will attend one of three lunch periods. In an effort to maximize social distancing, lunch tables will be set up in the cafeteria, on the stage, and in the commons area. Tables will be spaced 6 ft. apart and students will be spaced at tables with 4-5 students per 12 student table. Students will select their seat the first lunch period on an A day and on a B day. They will be assigned that seat for all remaining lunches. Students getting a hot lunch will take a seat in the cafeteria and be called to line up at the serving line following the social distancing markings on the floor. Students will need their student id for touchless scanning of lunches. Students will not be permitted to leave their seats except when provided permission to use the restroom (this will be closely monitored to keep the number of students in the restroom to a minimum). Teachers will come to tables to collect student trash and students will be excused a table at a

time to stagger the number of students exiting the cafeteria at one time. Lunch staff will sanitize all tables between each lunch.

### **DISMISSAL**

Students will be dismissed from the school by grade to reduce the number of students exiting the building at one time. 6<sup>th</sup> graders will be released at 1:40 pm, 7<sup>th</sup> graders at 1:43 pm, and 8<sup>th</sup> graders at 1:45 pm. Students are expected to sanitize their hands when they leave their last class and must go directly to their busses or car. Students must keep their masks on at all times. We ask parents to please be present in the parking lot on time so students do not have to wait outside.

### **STUDENTS AFTER SCHOOL**

In an effort to make sure students are not congregating in the school or on school grounds in an unsupervised situation, ALL students who are not participating in a school sanctioned after school activity, must be picked up and exit school grounds no later than 30 minutes after the conclusion of the school day (2:15 pm on full days / 11:45 am on half days).

### **SPORTS AND CLUBS**

Interscholastic sports are under the realm of the Michigan High School Athletic Association (MHSAA). If the MSHAA determines sports can be played, our students will participate. If they determine sports cannot be played we will not. After school clubs will only run in a virtual format at this time. We hope to implement face to face clubs at some point later in the year.

### **WATER FOUNTAINS/WATER BOTTLES**

As a safety precaution, all water fountains will be covered. As a result, students will be permitted to bring CLEAR WATER BOTTLES only for use in classrooms. Closed containers or containers filled with any other substances (colored drinks, pop, coffee) will not be permitted in school.

### **HEALTH AND WELLNESS**

A plan to support student mental health will be developed prior to the start of the school. The plan will include appropriate mental health screeners for students, adhering to HIPPA and FERPA policies. Counselors, social workers, and support staff will work collaboratively to support students participating in in-person or remote learning. School staff will utilize community resources to provide mental health supports to leverage available internal and external community based resources, which can be activated as needed. School communication protocols will be utilized to convey the guidelines staff will use for identification and rapid referral of at risk-students to appropriate support teams.