



**MADISON COUNTY
SCHOOLS**

MARK OF EXCELLENCE

**High School Tentative Plan to Return
Fall 2020**

School Academic Options Center

Principal Brendon Bell

In the fields provided, please explain your tentative plans for each component.

Transportation	
Arrival- Carpool/ Student Drop off	Students will arrive via parent drop off only. No carpooling or driving will be allowed.
Arrival to school- Buses	Students will arrive via buses by school attendance zones.
Dismissal/ Carpool	Students will be called to the front door upon arrival of parent for dismissal.
Dismissal- Buses	Students will be dismissed via school attendance zones once the corresponding bus arrives.
Student Parking Lot	No students will be in the parking lot.
Transportation to MCTC	N/A
Athletic Buses	N/A
Logistics	
Breakfast in cafeteria	Students will enter the cafeteria and get a bagged breakfast and proceed to the classroom to eat.
In classrooms (desk arrangement, centers, computer carts, class equipment)	Student desks will be placed in rows with the maximum allowable space between to accommodate the class size. All groups and centers will be discontinued. Computers will be dispersed from our computer cart storage area.
Transitions between classes and hallways (flow paths, class changes, bathroom breaks in halls)	Two classrooms (subject areas) at a time will transition initially, until our number of students increases. After that, we will transition one subject area at a time. Exiting students will wait on the opposite side of the hallway while entering students transition.

Restroom Procedures	Students will enter two at a time during regularly scheduled times (same as before Covid, per AOC procedures). Students will also be afforded an opportunity to use the restroom during class (unlike before) with supervision from staff members.
Lunch time	Students will enter the lunchroom two classes at a time. Students will be socially distanced as they enter the serving line. Tables will be appropriately spaced. Students will skip seats and the number of students per table will be limited.
Cleaning the Cafeteria	Our custodian will sanitize tables prior to and after each class comes and goes. The cafeteria staff will sanitize all surfaces in the serving area and kitchen before and after each class enters and leaves.
Courtyard/ Break Time Procedures	N/A
Instructions to teach students cleaning procedures	Teachers will be trained to sanitize all surfaces used by themselves as well as students before and after each class. Teachers will sanitize frequently during and after class to help keep the classroom as safe as possible.
Types of signage needed (classrooms, entrances, hallways, restrooms, cafeteria)	Printed signs requiring the use of face coverings and distancing will be posted throughout the building on windows, doors, in classrooms, restrooms, cafeteria and other common areas. We will utilize preprinted, 12-inch floor, window and wall stickers for all areas of the building.
Temperature checks?	We will conduct temperature checks for faculty and staff all visitors entering the building daily. We will use the handheld thermometers to check temperatures.
Face Covering/ Mask?	Anyone entering the building will be required to wear a face covering when inside.
If Someone Becomes Ill During the School Day	
Sick children at School (quarantine space/ isolation room)	Any student that is not feeling well will be removed from the classroom environment and placed in room 116 for further assessment. Parents will be notified immediately of the child's condition and expected to pick them up.
School Staff Becomes Ill at School	Staff members will be removed from the classroom setting and encouraged to leave the building if they exhibit any symptoms related to Covid 19.
Cleaning Routines	
Cleaning routines in building: Custodian Duties	<ul style="list-style-type: none"> Provide hand soap and paper towels in the restroom

	<ul style="list-style-type: none"> • Provide toilet paper in the restrooms • Cover water fountains so they cannot be used • Sanitize exterior ventilation vents throughout the building • Sanitize common areas after each class change
Cleaning routines in building: Front Office Staff	<ul style="list-style-type: none"> • Distribute hand sanitizer refills and cleaning supplies as needed to classrooms • Sanitize doors and counters throughout the day and sanitize used items in the front office
Cleaning routines in building: Teachers	<ul style="list-style-type: none"> • Sanitize frequently touched surfaces daily including doorknobs between classes • Ensure sanitizing of shared objects after each use • Wear face coverings when necessary
Cleaning routines in building: Students	<ul style="list-style-type: none"> • Require students to wear a face covering • Encourage students to bring hand sanitizer from home • Encourage students to bring water bottles from home • Students should use hand sanitizer before eating lunch
Cleaning routines in building: Classrooms	<ul style="list-style-type: none"> • Provide hand sanitizer • Space or remove furniture to provide social distancing to the extent possible • Provide tissues and paper towel in all classrooms • Sanitizing of student's desks throughout the day
Training of all staff on proper safety/sanitation protocols	<ul style="list-style-type: none"> • Proper handwashing, covering coughs, and face coverings • Provide training on sanitation protocols for custodians • Recognizing signs of anxiety, concerns with coming back to school, etc.
Classes and Events with Special Consideration	
Large Gatherings	N/A
PE	PE will be changed to a Health class initially and conducted in a traditional classroom. As numbers and safety avail themselves, we will later explore how to safely return to moderate, contact-less physical activity.
Band	N/A
Choir	N/A

Athletics	N/A
ROTC	N/A
Student Clubs/ Organizations	N/A
Distance Learning & Teaching	
How will you organize distant teaching/learning? * knowing that this situation is fluid, what are your tentative plans for organizing for distance teaching/learning?	
Parents and Community	
Protocol for visitors	.
PTO Meetings	N/A
How will you train and continually remind parents and students of appropriate health protocols (social distancing, hand washing, wearing masks, etc.)	Parents and students will receive email correspondence as well as telephone calls to remind them of the protocols of face coverings and social distancing weekly. Students will be briefed daily and reminded throughout the day on the protocols by adults in the building.
Information Platform for Parents	<ul style="list-style-type: none"> • School website • Constant Contact • Verified phone numbers and emails for parent