Screening

- Students will need to be screened at home daily prior to getting on a bus, being dropped off, or driving to school.
- Parents should use current ADH Guidance to screen each student prior to sending the student to school.
- If you answer yes to any of the following questions, please DO NOT send your child to school:
  - Unexplained cough, difficulty breathing, sore throat, and loss of taste or smell
  - Has your student had close contact with a person infected with COVID-19 within the previous 14 days?
  - Has your student run fever within the last 72 hours?

Arrival Procedures

- Students may enter the building at 7:30 a.m.
- **Car Riders:** Students should be dropped off in front of the school and enter through the front doors of the school.
- **Drivers:** Those who drive to school will park, exit their vehicle, and enter through the front or back of the school.
- **Bus Riders:** Students will exit the bus and enter through the back of the school by the gym doors.
- **If your 1st period class is at PHS:**
  - Upon arriving on campus, go directly into the building and go to your 1st period classroom or
  - If you want breakfast, go directly to the cafeteria, get your breakfast, and then go to your 1st period classroom.
- **If you will be attending ATCC in the morning:**
  - Board the ATCC bus or
  - If you want breakfast, go to the cafeteria, get your breakfast, exit the back of the building and board the ATCC bus located in the back.
- Tardy bell rings at 8:00 am.

Dismissal Procedures

- **Dismissal Procedure:**
  - **Bus Riders:** Dismiss at 3:15 pm.
  - **Car Riders/Drivers:** Dismiss at 3:25 pm.
- **Bus Rider Procedure:**
  - Exit the doors at the back of the school to board the buses practicing physical distancing while exiting the school and boarding the bus.
- **Car Rider Procedure:**
  - Exit the front of the school and practice physical distancing in front of the building until you are picked up.
- **Driver Procedures:**
  - Exit the front or back of the school and practice physical distancing while traveling to your vehicle.
  - Go directly to your vehicle, enter your vehicle, and exit the campus.
Transitions and Hallways

- Students must wear masks while in the hallways.
- Arrows will be placed on the floor of the hallways to assist with traffic flow.
- Transitions between classes are five minutes.
- Hand sanitizer will be located throughout the hallways.
- Faculty and administration will monitor hallway traffic to help with physical distancing and traffic flow.

Lockers

- Students will not be assigned lockers unless there are extenuating circumstances.

Breakfast/Second Chance Breakfast Procedures

- Please review "Arrival Procedures" for Breakfast
- Second chance breakfast will be available for pick up between 1st and 2nd period. This will be a grab and go style where the student will take it with them to their 2nd period class.
- Students will be required to use hand sanitizer prior to entering the line to get their food.
- Students will have an ID Badge that they will scan to help avoid touching a common surface.
- Dots will be placed on the floor to aid in physical distancing while waiting in line.
- The Courtyard will be off limits during Breakfast and at Lunch.

Lunch Schedule and Procedures

- **Split Lunch:**
  - Lunch A: 11:15-11:45 am.
  - Lunch B: 12:05-12:35 am.
- No lunches may be dropped off at school. (This includes lunch boxes, sack lunches and restaurant to go packages.)
- Students will be required to use hand sanitizer prior to entering the line to get their food.
- Students will have an ID Badge that they will scan to help avoid touching a common surface.
- Marked seats will designate where not to sit in the cafeteria.
- Dots will be placed on the floor to aid in physical distancing while waiting in line.
- The Courtyard will be off limits during Breakfast and at Lunch.

Restrooms

- Restrooms will be limited to three students in the restroom at a time.
### Water Access
- Two water bottle fillers have been added to the building to give students access to water.
- Each student should bring a resealable container with them each day.

### Face Coverings
- Students will be given three re-usable masks during school on the first day. They should wear their own mask when arriving at school on the first day.
- When arriving, students should put on their face coverings before exiting their vehicle to enter the building.
- When leaving, masks should be worn while walking to the vehicle and may be removed once in the vehicle.
- Masks are required for all students on the bus.
- Masks are required while at school.
- When six feet of social distancing can be achieved, students will be allowed to take their masks off.
- Masks may be removed while eating lunch and/or breakfast.

### School Sanitizing
- We will sanitize classrooms and buildings before, during, and after school hours.
- Support services personnel will thoroughly clean all areas of our school.
- Staff will be expected to assist in sanitizing their own work areas between classes. Each classroom, office, and larger areas will have sanitizing spray and hand sanitizer.
- Classrooms will have disinfecting humidifiers.
- Disinfecting fogggers will be used every evening to sanitize the buildings.

### Classroom Setup and Procedures
- Our classrooms will continue to be welcoming, friendly environments.
- Classrooms will be set up to ensure the greatest amount of space between students as possible.
- Hand sanitizer is available in all classrooms.
- Seating charts will be used in each classroom.

### Nurse’s Station
- The nurse’s station will be set up with a separate area for students with illnesses waiting to be picked up.
- The room and all surfaces touched will be sanitized after the sick child has been picked up.
- Students or staff with a temperature of 100.4 or higher will be sent home.
- Students and staff must remain home for 72 hours fever free without fever reducing medication before returning to school.
## Social Distancing
- Physical or social distancing will be observed as much as possible in a public school setting. We realize that there are many situations where this is not practical or best for student learning. We will do what we can to arrange classrooms differently in order to observe physical distancing, when possible.

## Visitors and Guests
- No visitors or guests will be allowed in the building until further notice.
- Parents/Visitors/Guest will not be allowed to eat lunch or breakfast with students.
- No lunches may be dropped off at school.

## Late Arrival and Early Check Out
- All students arriving late may come in and sign in themselves.
- All parents who need to check a student out early will come to the front door, press the screen to ring the office, we will bring a sign out form to you and send your student out.

## Extracurricular Activities
- Until further notice, there will be **No** Field Trips, Pep Rallies, Dances, Assemblies, etc...
- Attendance at Athletic events will be based on guidelines set forth by the ADH and AAA.