

Greetings Horn Lake Intermediate Parents and Guardians,

We are very excited about the potential of a new school year, and we plan on making it a productive and successful year...it will definitely be a memorable one! The DCS Return-to-Learn Plan has been sent out to the community, and we are following those guidelines as recommended. Below you will find some specific details to our campus that may help you in understanding how our school year will go. I am so honored to be your new principal and I am beyond grateful to be back home at Horn Lake. My every desire is to work with you in supporting our students and watching them soar into new heights. They deserve every good thing this world has to give.

## **Horn Lake Intermediate School**

### **Return-To-Learn Plan**

**\*Distance Learning:** You have options! Please refer to the DCS website for guidance for enrollment and the specific requirements for registration. While your student will not be on campus if you choose distance learning, he or she will receive instruction from a teacher in the core subjects. Attendance will be taken. Grades will be given. Your child will need supplies at home and teachers will be available for support. This is a personal decision based on the needs of your family, and there is no right or wrong decision. Parents can register by completing the application online at <https://www.desotocountyschools.org/distancelearning>. Applications must be completed by **Wednesday, July 22, 2020**. Distance learners must meet all of the same registration guidelines as traditional students. Students who participate in virtual learning will not be allowed to attend activity, recess, or lunch with peers on campus.

Questions regarding distance learning can be sent to [distancelearning@dcsms.org](mailto:distancelearning@dcsms.org).

While HLIS intends to begin the year with the traditional school model, you must be prepared for individual students or groups of students to shift to distance learning during the school year. Frequent changes could be made throughout the school year based on the spread of COVID-19 in our schools and/or community.

1. **Student Safety:** (Traditional students) We will maintain social distancing during each school day to the best of our ability. We will adhere to the guidelines and recommendations as outlined by the Centers for Disease Control (CDC), the Mississippi Department of Health (MDH), and the Mississippi Department of Education (MDE). We have procedures in place for the following:
  - Arrival procedures
  - Classroom organization

- Lunch procedures
- Handwashing/Sanitizing procedures
- Supplies procedures
- Restroom procedures
- Dismissal procedures

We will have a full-time nurse on campus to assist students and staff. HLIS will have cleaning supplies and will have a full-time cleaner (in addition to the regular building crew) on site for additional assistance in cleaning the school.

Please note that masks are strongly recommended for students though not required. We will not be supplying each student with a mask, but our nurse will have some for students who may be ill.

**2. Arrival:** There have been changes to our arrival procedures:

- (Car riders) School doors will open at 7:05. Please allow your child to remain in your vehicle until the school doors open at 7:05. Do not drop students off before 7:05.
- Duty personnel will continue to be there to greet your child as usual.
- No duty personnel will be able to open car doors or assist in buckling/unbuckling a student.
- Only children will be allowed to enter the school building. Parents are not permitted to walk students to classrooms.
- Students will go directly to class when they enter the building.  
Duty personnel will pick up breakfast and bring those items to the classrooms for students who would like breakfast. Breakfast will be free for all students who wish to eat.

**3. Schoology:** Schoology is the distance learning platform used by all DCS schools. Every student and parent will have access and be required to use the platform each day. Traditional students will be using the platform in class daily. Your student will receive login information, and this will be the primary method of communication. Please refer to the DCS website for more guidance. Also, please make sure your email is current so that you will receive accurate information.

**4. Activities:** (Traditional Students) Each student on campus will receive activity time. The design of the classes offered during this time have been adapted to meet the guidelines for social distancing. Several activity teachers will go to classrooms instead of students travelling to the activity rooms. Students will not be sharing any supplies in these classes.

**5. Lunch:** Students will be served lunch daily as usual. Classes will eat in the cafeteria and in our overflow area located directly outside of the main café' area. In order to adhere to social distancing guidelines, we reduced the number of students in the cafeteria. Teachers

will follow the lunch schedule with locations given by administration. Lunch will be provided for distance learners at a time designated by the administration and cafeteria staff.

- 6. Recess:** Students will have recess time with their class. Each class will have its own designated area for play and will not mix with other classes. Students will remain with their class the entire time.

## **7. Dismissal/Check out procedures**

- Parents and guardians must contact the school prior to arriving at the school for checkout.
- All checkouts must take place by 1:35 P.M.
- Car riders will be dismissed from the classroom using the Curb Smart App (more info. will be sent soon regarding this user-friendly app).
- The same procedure of not touching car doors will apply during dismissal.
- Parents must clearly display the car rider sign they are provided in the window.
- Please check the school's website for a video that will be posted explaining car rider procedures.
- Please be patient with us as we iron out the kinks.
- Buses and daycare buses will be located in the front of the building. Teachers will walk their students out to load buses in the afternoon.
- Dismissal for HLIS will begin at 1:55 P.M. daily.

**Visitors:** For the safety of all students and staff at HLIS, there will be no visitors permitted in the building without an appointment and prior approval of the principal unless there is an emergency. Visitors must set an appointment to meet with administration, teachers, counselors, or any other personnel.

**Supplies:** Students are required to have his or her own set of supplies daily. There will be no shared supplies. Students will be permitted to bring a backpack daily to keep his or her belongings. Please be sure to keep the backpack clean and organized by helping your child each night with removing the clutter. Be sure to wash it weekly.

Please add a clear water bottle to your supply list. Water fountains will be available for use as of now and will be cleaned regularly. To eliminate the need for the water fountain, please provide your child with a water bottle that can be refilled easily.

**Expectations:** The academic and behavioral expectations of DCS and HLIS remain the same. We will provide your child with the best education in an environment that is safe and conducive for learning. We ask that you continue to partner with us to uphold these high standards.

**Special Education services:** For distance learners, please watch for guidance from you child's teachers. More info. will be provided to you regarding services.

We hope this helps answer several of your questions and provides some direction for you. We want to make this a successful school year for our students. We have missed them and can't wait to open our doors to them.

Dr. Crystal Bland Robinson

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