

# Sudbrook Magnet Middle School Reopening Information

(Arrival: 8:30 am and Dismissal: 3:00 pm)

**Introductory statement:** Sudbrook Magnet Middle School is committed to the health and safety of all students and staff. Mitigation protocols will be followed to ensure screening, social distancing, and sanitizing so that a clear focus will be on instructing students by explicitly teach content aligned to the rigor of the standards.

<p><b>Arrival &amp; Dismissal Procedures:</b></p> <ul style="list-style-type: none"><li>• At 8:10 a.m., students will be permitted to be released from buses in a staggered fashion, with only two busloads of students released at a time.</li><li>• Students will enter the building by following a path under the portico of the auditorium for bus riders and through the cafeteria doors for car riders.</li><li>• Students needing breakfast will receive their breakfast from kiosks located in the auditorium lobby and car riders will receive their breakfast from kiosks located in the cafeteria.</li><li>• Students will be appropriately socially distanced separated by 5-6 seats in the auditorium and students in the cafeteria will be seated 1-2 per table in order to maintain social distancing.</li><li>• An administrator will be stationed at the bus drop-off/pick-up area in the morning.</li><li>• Students walking or being dropped off at school will be asked to follow social distancing guidelines (remain 6 feet apart).</li><li>• An administrator and staff will be stationed at the main entrance to help remind students entering SMMS to remain socially distanced and to wear their masks.</li><li>• Teachers will have all students ready to dismiss 5 minutes before the bell. All students will remain in their seats until dismissal, and rooms will be sanitized after students have left.</li><li>• Car riders will be released first out of the back doors (back parking lot area) and load directly into cars in the line. A staff member will be stationed at the corner and another with a radio at the end of the car line. The other staff who will be assisting with traffic flow will start in the parking lot by parents' cars, supervising students. The staff at the intersection will stop all traffic from entering the parking lot before dismissal begins. Students riding buses will be dismissed via intercom announcement at a staggering rate based on hallway capacity.</li></ul>	<p><b>Face Covering:</b></p> <ul style="list-style-type: none"><li>• Face coverings are required for all persons in a BCPS facility or vehicle as well as on BCPS property. Face coverings are required during transportation to/from school on a bus as well as outdoors on campuses.</li><li>• Each school, office, and school bus will have a supply of disposable face coverings for students and employees who forget their face covering or whose face covering becomes soiled or damaged.</li></ul>
<p><b>Screening &amp; Stay Home When Appropriate:</b></p> <ul style="list-style-type: none"><li>• All employees and students are expected to screen themselves daily for symptoms of COVID-19.</li></ul>	<p><b>Social Distancing:</b></p> <ul style="list-style-type: none"><li>• Classroom furniture is arranged to provide a 6-foot separation between students, when possible.</li></ul>

<ul style="list-style-type: none"> <li>• <b>Remain home</b> if you have symptoms, confirmed COVID-19 illness, had recent contact with a person with COVID-19 and/or awaiting test results.</li> <li>• Parents will receive a screening checklist and magnet with the screening practices.</li> </ul>	<ul style="list-style-type: none"> <li>• Reduce gathering of students in any area – see changes in arrival and dismissal procedures and movement in the hallways.</li> </ul>
<p><b>Hand Hygiene:</b></p> <ul style="list-style-type: none"> <li>• Times for handwashing or use of hand sanitizer to include before and after meals, upon arrival to schools’ offices and home, before and after use of any shared items, after use of the restroom, after sneezing/coughing and other time hands are contaminated.</li> </ul>	<p><b>Breakfast &amp; Lunch:</b></p> <ul style="list-style-type: none"> <li>• Students needing breakfast will receive their breakfast from kiosks located in the auditorium lobby and car riders will receive their breakfast from kiosks located in the cafeteria.</li> <li>• Free lunch is available for all students for our hybrid return, including students with dietary restrictions.</li> <li>• Students will be surveyed each morning to ensure enough lunches are prepared.</li> <li>• On the hybrid schedule, the cafeteria will be at 30% capacity.</li> <li>• Classes will be sent to lunch on schedule and assigned places to eat by the number of students.</li> <li>• Students will have an assigned seat, and the number of usable seats at each table will be limited to two students.</li> <li>• Two plexiglass dividers will be located on each table to provide shielded spaces for mask removal and eating.</li> <li>• Students will be required to use hand sanitizer before and after lunch.</li> <li>• Students will be provided with a daily 30 minute lunch period and a 10-minute brain break (outside when weather permits).</li> </ul>
<p><b>Supplies &amp; Devices:</b></p> <ul style="list-style-type: none"> <li>• 2 pens</li> <li>• 2 sharpened pencils with erasers</li> <li>• 1 small binder with lined paper</li> <li>• 1 set of headphones</li> <li>• 2 Highlighters</li> <li>• 1 pack of crayons, colored pencils, or markers</li> <li>• 3 dry erase markers</li> <li>• 1 dry erase eraser</li> <li>• ELA novel</li> <li>• Students will be responsible for bringing their charged Chromebook and Window Devices with them every day to class under the hybrid learning schedule.</li> </ul>	<p><b>Visitors:</b></p> <ul style="list-style-type: none"> <li>• To visit a BCPS school, visitors must have an appointment.</li> <li>• Visits will be conducted remotely or outside, whenever possible.</li> <li>• If an indoor visit is required, visitors will be required to wear a face coverings and practice social distancing.</li> <li>• The number of people admitted to the building will be limited.</li> </ul>
<p><b>Student Expectations</b></p> <ul style="list-style-type: none"> <li>• Students are expected to make attendance a priority and attend school regularly while operating under the hybrid and remote learning schedule unless they are feeling ill.</li> <li>• Students will log in to Schoology and Google Meet daily while operating under a hybrid or remote</li> </ul>	<p><b>Class Transitions</b></p> <ul style="list-style-type: none"> <li>• When students are traveling in the hallway, they will be guided by one-way hallways, designated up and down stairwells, and floor markings for social distancing.</li> <li>• Bathrooms will be closed during transitions. All bathroom usage will be facilitated by the teacher during class time.</li> </ul>

learning schedule and complete all assignments by the assigned due date.

- Students will follow the hybrid and remote learning schedules at home on days in which they are not in school, so they can access synchronous and asynchronous activities in real-time.
- Students will regularly check Schoology and their Schoology email for announcements and updates from teachers and staff and will respond to any teacher communication within 24 hours.
- Students will adhere to the Acceptable Use Policy for technology and will refrain from utilizing their technology in an inappropriate manner.
- Students will adhere to the Baltimore County Code of Conduct under both learning schedules. For more information, visit the BCPS Student Handbook.
- Students will refrain from using their technology to capture any images or recordings of classroom activities under all three learning schedules unless prior permission is obtained.
- Students are responsible for following academically honest when completing all assignments both in the remote and hybrid learning schedules.
- Students are responsible for reaching out to teachers, counselors, and administrators should they start to fall behind on any assignments, activities, etc.
- Students will be responsible for bringing their charged Chromebook and Window Devices with them every day to class under the hybrid learning schedule.

- No lockers will be used during the re-entry phase for student belongings.
- During the last 2- 3 minutes of class, teachers will facilitate cleaning procedures of desks and have all students line up (spaced apart) inside the classroom to prepare for socially distanced hallway travel.