

Spotsylvania High School

Return to Learn

Hybrid Plan

*We Are...**Spotsy Strong!***



AM Student Arrivals

- **Students will begin entering the building at 7:10 AM.**
- Bus riders will be dismissed one bus at a time through the bus lot entrance.
- Car riders and student drivers will enter through the main entrance.
- Upon entering the building, students who wish to purchase breakfast should proceed to the commons.
 - Breakfast seating is spaced 6ft apart and should not be moved. Students should eat before proceeding to their A1/B5 class.
- Students who do not wish to eat breakfast should proceed directly to their A1/B5 classrooms.
- There is to be no loitering in the commons, or hallways.

Attendance

On MTRF, attendance should be taken at the beginning of every block in Synergy using the following codes:

- Students who are present face-to-face are marked **PF**
- Students who are present virtually are marked **PD**
- Students who are scheduled face-to-face* and are absent are marked **AU**
- Students who are scheduled distance* and are absent are marked **AD**

On Wednesdays, attendance procedures are the same as they have been during 100% distance learning - all students should complete their A1 Google form, and the A1 teacher enters attendance in A1 (PD, AD).

Bathroom Usage and Coverage

- Only three students may be in a restroom at any one time.
- Teachers should be flexible in allowing students to go to the restroom during class time (one at a time).
- Students should have a disposable sticky note hall pass when they go to the restroom (no reusable passes).
- Students will place sticky note on the poster outside the bathroom in spot 1, 2, & 3 and wait outside on the socially distant spots.
- Restrooms will be open before school from 7:10 - 7:35 and during each class period.
- All restrooms will be closed during class changes and in the afternoon beginning at 2:20 for cleaning.
- Only restrooms located in the academic wings will be open during class.

A restroom monitor will be on duty at each open restroom at all times throughout the day to ensure only three students use the restroom at a time.

Classroom Cleaning

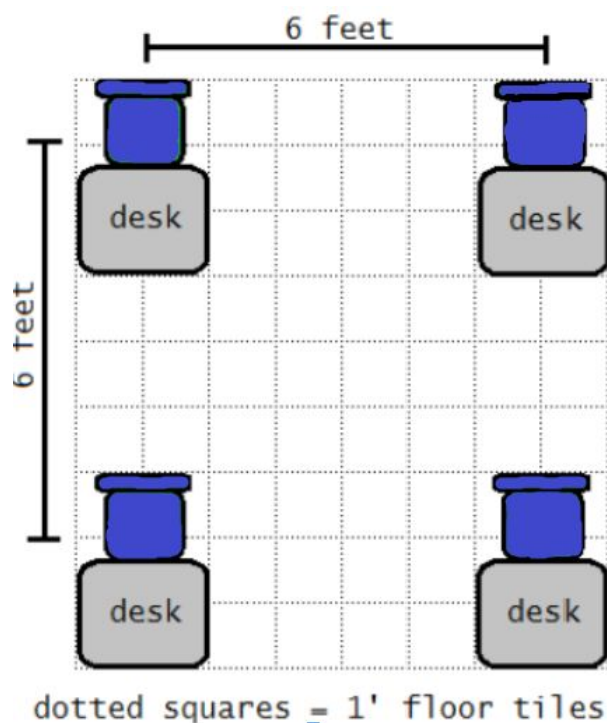
Every classroom will be equipped with the following supplies:

- 1 container of wipes
- 2 bottles of Ready Spray
- 4 bottles of hand sanitizer
- 2 boxes of gloves (1 medium 1 large)
- 2 boxes of mask (1 child, 1 adult for elementary 2 adults at middle and high).

- Teachers should disinfect their own chair, desk, keyboard, phone and other personal supplies.
- High touch areas should be identified during in-person instruction and those areas disinfected by the teacher after each use.
- Custodians will sanitize counters, classroom sinks, desks, chairs, and tables nightly.
- Teachers and students should be responsible for sanitizing their own supplies at the end of each block or period of instruction.

Classroom Spacing

- Classroom space should be arranged so that students sit 6 feet apart and are all facing the same direction.
- 6-foot distances should be measured “on-center”.
 - Below is an example of appropriate desk spacing:



Clinic Procedures

- Every classroom will be provided with a bag of general supplies (bandaids, gauze, etc.) which can be used to treat minor situations. Minor situations that the teacher is comfortable addressing should be handled in the classroom whenever possible.
- If a situation arises that the teacher is not capable and comfortable handling in the classroom, the teacher should call the clinic at [x 5419/ 5418](tel:54195418). The nurse will determine what the next steps are for treating the student. **Please do not send any students to the clinic without first calling and speaking to a nurse.**
- Students who take medication or have other health routines throughout the day will coordinate these procedures with the nurse. Teachers will not be responsible for administering medications.

Daily and Weekly Schedule

Monday	Tuesday	Wednesday	Thursday	Friday
Group 1 Full Day In-Person Learning	Group 1 Full Day In-Person Learning	Building Cleaning, Professional Learning	Group 2 Full Day In-Person Learning	Group 2 Full Day In-Person Learning
Group 2 Full Day Distance Learning	Group 2 Full Day Distance Learning	Parent Conferences 8:00am-9:30am	Group 1 Full Day Distance Learning	Group 1 Full Day Distance Learning
Group 3 Full Day Distance Learning	Group 3 Full Day Distance Learning	Teacher Office Hours: All SHS students have asynchronous learning *CGS has synchronous learning	Group 3 Full Day Distance Learning	Group 3 Full Day Distance Learning

7:10 Students Released To Class Rooms

A1/B5 7:35 – 9:15

Announcements - 9:05 - 9:15

A2/B6 9:20 – 10:45

A3/B7 10:45 ~ 12:56

1st Lunch	2nd Lunch	3rd Lunch	4th Lunch
Lunch ~10:45-11:14	Class ~ 10:50 - 11:19	Class ~ 10:50- 11:53	Class ~ 10:50 - 12:27
Class ~11:19 - 12:56	Lunch ~ 11:19 - 11:48	Lunch ~ 11:53 - 12:22	Lunch ~ 12:27 - 12:56
	Class ~ 11:53 - 12:56	Class ~ 12:27 - 12:56	

A4/B8 1:01 - 2:20

1st Lunch 10:45 - 11:14	2nd Lunch 11:19 - 11:48	3rd lunch 11:53 - 12:22	4th Lunch 12:27 - 12:56
Fine Arts/ PE/ CGS/ CTC	Math/ English	Social Studies/ World Languages/ Study Hall	Science/ CTE/ SPED/ McLaughlin/ Amos

Face Covering Protocols on School Property and School Buses

- Students, staff, substitutes, volunteers, and visitors will wear a properly fitted face covering/mask covering their nose and mouth in order to enter a building.
- Employees are to wear a face covering/mask in any common areas (unless eating or drinking).
- Disposable face covering/masks will be available, if needed.
- Face covering/mask breaks will be allowed as appropriate.
- Face covering/masks may be removed during outdoor recess and P.E. with ten (10) feet of physical distancing.
- Face covering/masks may be removed indoors in large spaces such as an auditorium or cafeteria for choral or wind instrument playing when a physical distance of ten (10) feet can be maintained.
- Employees may remove face covering/masks in their own workspaces - offices, classrooms, workrooms, vehicles, when NOT shared with other persons.
- Employees and students will be accommodated in the wearing of face covering/masks, face shields if required or other working conditions related to the Coronavirus in accordance with federal and state laws and regulations.
- Note: *Face shields are not as effective as face covering/masks and therefore should not be substituted for a face covering/mask unless directed by a healthcare professional.
- If a student removes their face mask at any time other than those approved above, please remind them that they must wear a face mask at all times. If the student refuses to comply, contact the office for an administrator.
- The safety of our staff and students is of paramount importance. Non-compliance will result in disciplinary consequences up to and including suspension and/or reassignment to 100% virtual learning.

Hallway and Stairwell Traffic

- Student traffic in hallways will be one-way wherever possible.
- In hallways and stairs where traffic is 2-way, students should always walk on the right and stay 6 feet apart at all times.
- Students are to travel expeditiously from class-to-class and NOT loiter or socialize in the halls.
- Bathrooms are closed during class changes.
- Touchless Water Bottle fillers are located throughout the building to fill personal bottles. The water fountains are not in use.

Lockers

We will not be issuing lockers.

Lunch

In order to ensure social distancing in the cafeteria and lunch lines, we will run 4 lunch shifts during A3/B7:

1st Lunch 10:35 - 11:00	2nd Lunch 11:10 - 11:35	3rd lunch 11:45 - 12:10	4th Lunch 12:25 - 12:50
Fine Arts/ PE/ CGS/ CTC	Math/ English	Social Studies/ World Languages/ Study Hall	Science/ CTE/ SPED/ McLaughlin/ Amos

- All cafeteria tables have been removed and replaced with student desks spaced 6 feet apart.
- Once a student has their lunch, they will sit at a desk and remain seated until they are dismissed.
- Bathroom use during lunch will be limited in occupancy to 3 students at a time.

PM Student Dismissal

In the afternoons, students will be dismissed at the following staggered times:

- 2:18 - downstairs bus riders
- 2:19 - upstairs bus riders
- 2:20 - car traffic
- All students leaving campus should immediately exit the building upon dismissal.
- Students with athletic or extracurricular activities after school should report directly to their designated area and continue to follow all safety guidelines.
- No loitering in the hallways.







Students with 100% Virtual Teachers

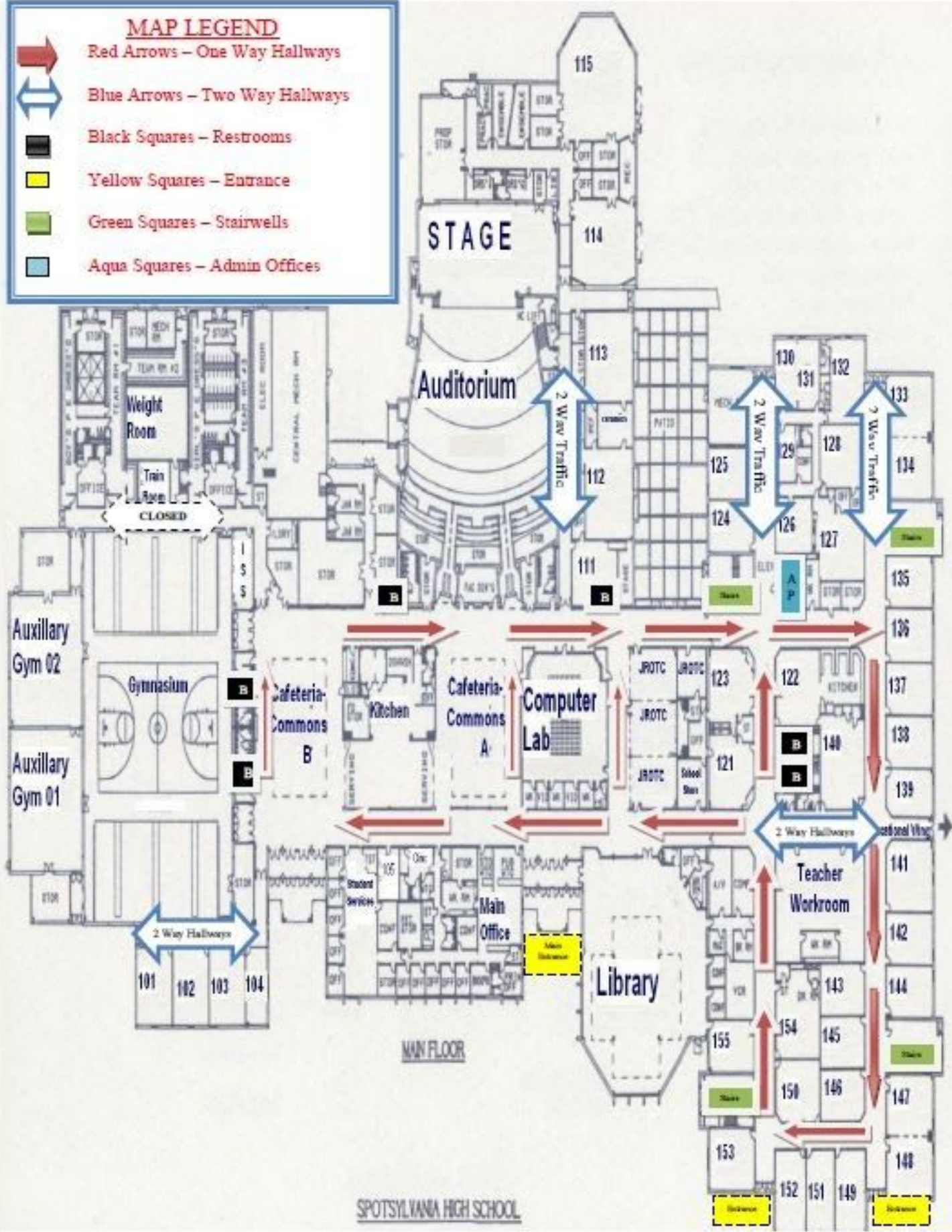
- Students with 100% virtual teachers will report to the commons (A3 and B7 will report to the auditorium) during that class block to access their class virtually.
- Student schedules will be updated to reflect this change in location.
- Students should bring their school-issued computer and headphones daily in order to access their virtual classes, but additional devices will be on hand if needed.

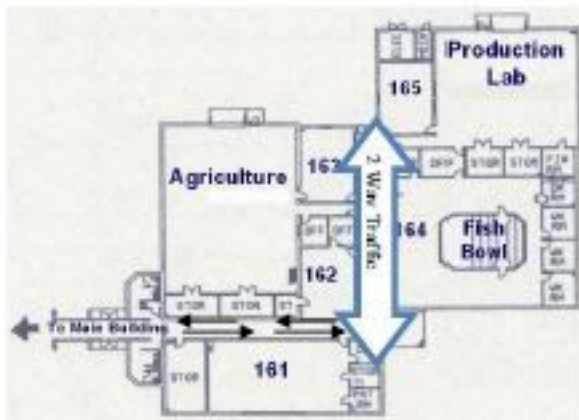
PLEASE NOTE:

The safety of our students and staff remains our utmost priority. The guidelines outlined in this document are meant to provide measures to help keep everyone entering our building healthy. The responsibility of following this protocol is shared between all of us and must be a daily commitment for each person who comes into the school. Thank you for doing your part to ensure the safety of all of us by fully adhering to the guidelines presented in the Spotsylvania High School Return To Learn Plan - **We Are...Spotsy Strong!**

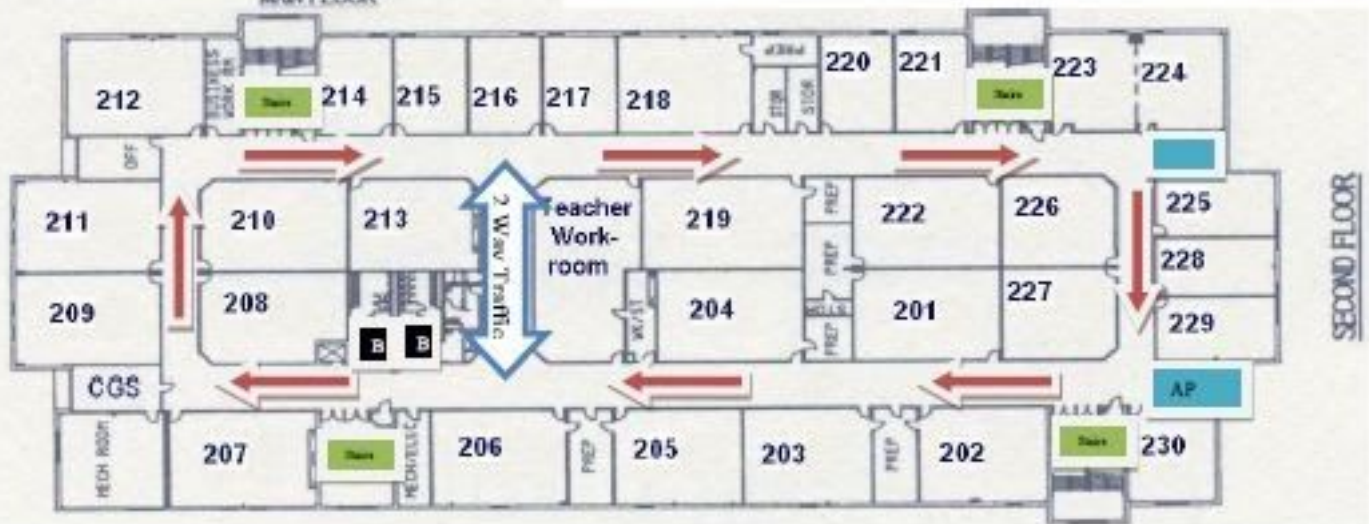
MAP LEGEND

-  Red Arrows - One Way Hallways
-  Blue Arrows - Two Way Hallways
-  Black Squares - Restrooms
-  Yellow Squares - Entrance
-  Green Squares - Stairwells
-  Aqua Squares - Admin Offices





VOCATIONAL WING
MAIN FLOOR



SECOND FLOOR