SMMS HYBRID REOPENING PLAN
GORDON WEBB AND SMMS LEADERSHIP TEAM

SMMS HYBRID PROCEDURES OVERVIEW DOCUMENT
STUDENT EXPECTATIONS

• 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.

• Students will log in to Schoology and Google Meet daily while operating under a hybrid or remote 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 Baltimore County Code of Conduct under both learning schedules. For more information, visit the BCPS Student Handbook.
• Students will adhere to the Acceptable Use Policy for technology and will refrain from utilizing their technology in an inappropriate manner.

• 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 Windows Devices with them every day to class under the hybrid learning schedule.
<table>
<thead>
<tr>
<th>Time</th>
<th>In-Person Schedule</th>
<th>Virtual</th>
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<tbody>
<tr>
<td>08:15 AM</td>
<td>Entry &amp; Breakfast</td>
<td>Offline</td>
</tr>
<tr>
<td>08:30 AM</td>
<td></td>
<td>Online SEL: 08:30 – 08:40 AM</td>
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<tr>
<td>08:35 AM</td>
<td>Transition from breakfast to classrooms begins</td>
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</tr>
<tr>
<td>08:45 AM</td>
<td>1st Period Begins</td>
<td>1st Period Begins</td>
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<tr>
<td>09:55 AM</td>
<td>1st Period Ends</td>
<td>1st Period Ends</td>
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<tr>
<td>10:05 AM</td>
<td>2nd Period Begins</td>
<td>2nd Period Begins</td>
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<tr>
<td>11:15 AM</td>
<td>2nd Period Ends</td>
<td>2nd Period Ends / A-Lunch Begins</td>
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<tr>
<td>12:05 PM</td>
<td>3rd Period Begins</td>
<td>A-Lunch 11:15 – 12:15 PM</td>
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<tr>
<td>12:45 PM</td>
<td>3rd Period Resumes</td>
<td>3rd Period Resumes</td>
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<tr>
<td>01:05 PM</td>
<td></td>
<td>3rd Period Ends</td>
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<td>01:35 PM</td>
<td>3rd Period Ends</td>
<td>3rd Period Ends</td>
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<tr>
<td>01:45 PM</td>
<td>4th Period Begins</td>
<td>4th Period Begins</td>
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<tr>
<td>02:55 PM</td>
<td>4th Period Ends</td>
<td>4th Period Ends</td>
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VISITORS

• PARENTS AND FAMILY MEMBERS ARE PROHIBITED FROM ENTERING THE BUILDING

• Classroom visits, dropping off lunches, books, and school materials are prohibited

• Medication drop-off should be arranged with the nurse

• Late Arrivals - Students will give their name. Office staff will permit student to go to class and record the late arrival on attendance sheet.

• Early Dismissals - All parents OLD and NEW will need government identification (process takes 15 minutes). STUDENTS WILL NOT BE CALLED FOR EARLY DISMISSAL AFTER 2:15 PM
BUS TRANSPORTATION EXPECTATIONS

• MASKS ARE REQUIRED

• ONLY GET ON THE BUS FOR YOUR COHORT DAY

• SIT WHERE INSTRUCTED BY YOUR BUS DRIVER

• FOLLOW ALL RULES GIVEN BY BUS DRIVER

• ADDITIONAL BUS INFORMATION WILL BE POSTED TO THE SCHOOL WEBSITE AND SENT OUT IN SCHOOL MESSENGER
ARRIVALS

• 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.

• All students will enter the building by following a path under the portico of the auditorium for bus riders and through the hallway for car riders.

• Car riders and walkers should enter the building through the rear entrance.

• Students needing breakfast will receive their breakfast from kiosks located in the auditorium lobby before they are seated in the auditorium.

• Students walking or being dropped off at school will be asked to follow social distancing guidelines (remain 6 feet apart).

• 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.
**Please DO NOT let students out of the car along Bedford Rd or Alter Ave. This is not safe.**
DISMISSAL

• 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.

• 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.
FACE COVERINGS AND SOCIAL DISTANCING

• 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. Face masks must fully cover nose and mouth.

• Classroom furniture is arranged to provide a 6-feet separation between students, when possible.

• Students will not be gathered in any areas but will be socially distanced at all times.
LUNCH TIME

• Free lunch is available for all students for our hybrid return, including students with dietary restrictions.

• Students will be surveyed each morning to ensure enough lunches are prepared.

• On the hybrid schedule, the cafeteria will be at 30% capacity.

• Classes will be sent to lunch on schedule and assigned places to eat by the number of students.

• Students will have an assigned seat, and the number of usable seats at each table will be limited to two students.

• Two plexiglass dividers will be located on each table to provide shielded spaces for mask removal and eating.

• Students should use hand sanitizer before and after lunch.
VISITING RESTROOMS

1. Report to Class to get a pass

2. Leave your coat and backpack in the classroom

3. Wait in the hall if more than two students are in the restroom

4. Wash your hands thoroughly with soap and water

5. Do not stay longer than 10 minutes in the bathroom

RESTROOM SAFETY
WHEN ENTERING THE CLASSROOM

- Wear Your Mask At All Times.
- Go Straight To Your Seat.
- Place Your Belongings.
- Wait For Teacher’s Directions For Cleaning.
- Keep 6 Feet Apart From Others At all Times!

WHEN EXITING THE CLASSROOM

- Wear Your Mask At All Times.
- Wait For Teacher’s Directions For Cleaning.
- Line Up When Directed To Do So
- Leave When The Teacher Says
- Keep 6 Feet Apart From Others At all Times!
CLASS TRANSITIONS

• 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.

• Bathrooms will be closed during transitions. All bathroom usage will be facilitated by the teacher during class time.

• 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.
LOCKERS AND SCHOOL SUPPLIES

• Lockers will not be used

• Students will carry backpacks

• Students will need to have fully charged device and school supplies listed in mailer

• NO UNIFORMS but follow these dress code guidelines

• Students can bring hand sanitizer but no other cleaning supplies

• COVID-19 HEALTH SCREENING AND EMERGENCY CONTACT FORM
All club and sports will continue remotely. Advisors for each club will let students know if they are making any changes to times or meeting days. Please be patient as some club advisors are making adjustments in the coming weeks.
QUESTIONS?