

Auburn Junior High School

School in the Time of COVID AJHS Parent Roadmap to Reopening



Fall 2020

Auburn City Schools

School in the Time of COVID – AJHS Parent Roadmap to Reopening

In order to prepare for the 2020-2021 school year and inform students and parents of school operations at Auburn Junior High School, this document is provided as information. Any of these procedures may change at any time based on guidance from Alabama State Department of Education, the Governor of Alabama, Centers of Disease Control, Alabama Health Department, or local government agencies, other key stakeholders and advisors. We may also choose to change procedures based on our learning through this process.

Instruction and Remote Learning Details

- Parents and students may encounter three learning opportunities over the course of the next school year.
 - Traditional Learning- students will attend school on the campus of Auburn Junior High School each school day to receive face-to-face instruction. In Traditional Learning, students may engage in WebEx conferences with their teachers and classmates, have specified assignments due online with due dates, and they may take notes, complete handouts and/or take paper and pencil test. Parents will need to indicate Traditional Learning on Parent Intent Survey sent by Auburn City Schools.
 - Remote Learning- students will use a learning platform that is virtual, with teacher/student interaction provided through video conference and online interaction. All assignments will be completed online. Students that participate in Remote Learning will be issued a school iPad.
 - A situation that may arise for students that choose the Traditional Learning is Distance Learning. This may occur if a student is quarantined, becomes ill, has to have surgery, injured, etc. and there is an anticipated return date. They will continue their assignments and instruction with their Traditional classroom teacher, participate in WebEx meetings with their teachers, and be expected to turn in all missed assignments. Students will return to Traditional Learning at the end of injury, illness or quarantine. In the event of a school closure Traditional students will continue on the with Distance Learning.
- Students enrolled in Remote Learning will participate in a state purchased curriculum utilizing ACCESS and the Schoology platform where applicable.
- Remote Learning students may choose to enter the Remote Learning platform at any time, but may not return to face-to-face (Traditional school) until January 2021 or the following school year.
- Remote Learning will be rigorous, require daily participation during school hours, and daily student/teacher interaction through WebEx, where applicable.
- Remote Learning students will not be participating in identical learning activities that quarantined students are doing. Distance Learning students (quarantined students) will be working with their classroom teacher, who will be continuing the classroom learning

during quarantine/absence. Once a student is able to return to the traditional classroom they will continue learning on the traditional model.

Quarantine Procedures

- Auburn City Schools will follow the guidance of local, state, and national health professionals and adopt a symptom-based strategy that recommends a 10-14 day quarantine period for persons both exposed to COVID-19 through close contact or for persons with a positive test. The recommendations below are based on current information and are subject to change as new information is gathered.

COVID-19 Positive Diagnosis

- A student or staff member with a positive COVID-19 diagnosis will be subject to a 10-14 day quarantine and will follow the guidance of their healthcare provider and the Alabama Department of Public Health.

COVID-19 Positive Exposure

- If a student or faculty member is diagnosed positive for COVID-19, the parents or guardians of any student with risk of infection due to close contact will be notified. Parents and guardians will be advised to contact the student's healthcare provider to be assessed and given further directives.
- A student or staff member with positive exposure will need to complete a 10-14 day quarantine measured from the date of last exposure.
- If a positive case has been identified in school, Auburn City Schools will follow CDC recommendations for cleaning and sanitizing.
- A student or staff member who has been quarantined, but not diagnosed, may return after 10-14 days provided he/she has not had COVID-19 symptoms.
- Administrators will be responsible for contacting family members regarding mandatory quarantine. Please remember that, due to HIPPA laws, we cannot share with you or any families who the specific diagnosed student is.
- Should a student exhibit COVID-19 symptoms in the classroom, he/she must be immediately referred to the nurse.
- If a child reports to school with a temperature higher than 100.4, our ACS School Nurse will provide specific guidance and we will communicate that COVID-19 testing is recommended if no other explanation is available (e.g. sinus infection, ear problems).
- We will have a quarantine room. This is part of the state guidance.
- Students will use personal devices to call home if they are sick unless they don't have a device – then we will call for them.
- In order for a student or staff member to return to school, both a positive diagnosis and positive exposure, the parent/guardian must provide to Auburn City Schools in writing one of the following statements about the student from their healthcare provider:

- The student has a negative COVID – 19 test and is symptom free at the completion of the 10 – 14 day quarantine, OR
- The student has been symptom free 10 – 14 day quarantine.

Face Masks

- All staff members will be required to wear a face mask while engaged with students or other staff members. Face shields will be provided to ACS employees/staff or they may choose to wear a face covering they have purchased on their own. Appropriate face masks/shields must cover at least your nose and your mouth.
- Auburn Junior High School staff may remove their face mask when they are alone in their room, while they are eating and/or drinking (please maintain distance from students during meals) or when they are socially distanced greater than 6 feet from other persons.
- Students in Auburn City Schools will be required to wear face masks on campus or on any school bus.
- According to Alabama State Superintendent of Education, Dr. Eric Mackey, 2.5 million face masks are on the way.

Buses

- Temperature checks prior to the school day are to be handled by families and not by AJHS faculty or by ACS bus drivers.
- It is expected that all buses have assigned seating.
- It is required that all students wear a mask on the bus.

Arrival/Dismissal

- Students arriving to campus will report immediately to their first block class no earlier than 7:50 am. Parents are encouraged to drop off students no earlier than 7:50 am as our teachers are not on campus prior to that time.
 - It is tremendously imperative that student have and wear their student ID's daily. Students will need their student ID to purchase breakfast, lunch, check-out books, and for general safety identification/procedures.
- We will actively discourage students arriving early and congregating before and after school.
- Students that want to eat breakfast will report immediately to the cafeteria upon arrival. Students will sit socially distanced, and remain in the cafeteria until they are released to first block. Students that do not eat breakfast will not be allowed in the cafeteria.
- Students are not permitted to gather in groups in common areas.

- In instances of transition, or in situations when appropriate distancing may be difficult to maintain, there will be personal responsibility expected of each student. Parents are encouraged to discuss with their student the importance of social distancing to the extent possible.
- Students will be dismissed in waves:
 - 3:35 pm- First bus wave students released
 - 3:40 pm- Car riders, bicycle riders, and walkers released
 - 3:45 pm- Second and third Bus Waves students released

Classroom Set-Up

- Students are to sit in desks facing the front of the room at whatever distance is feasible. 3-6 feet is preferred.
- Students, on occasion, may still work collaboratively in small groups. Masks and other measures of precaution will be used to mitigate risks.
- The vast majority of student supplies should not be shared. Should it be necessary to share supplies, they will be sanitized after use.
- Commonly shared items in the past have been art supplies, lab supplies, classroom novels, etc. Parents may be asked to provide a variety of consumable supplies for their student. This could include: specific art supplies, required classroom novel(s), etc.
- Fees for other courses are still applicable. Fees will be required to be paid through My School Bucks online.

Breakfast/Lunch/Cafeteria

- My School Bucks will be used to put money in all child nutrition accounts. Ala carte items will be available with at cash line that will not provide change. If a student purchases an ala carte item that costs \$2.00 and the student presents a \$5.00 for the purchase, the change will roll into the student's lunch account.
- AJHS students will use student IDs for scanning lunch accounts– we will not enter keypad data at the point of sale. It is imperative that your students have their student ID.
- We will serve breakfast in the cafeteria. Students that want to eat breakfast will report immediately to the cafeteria upon arrival. Students will sit socially distanced, and remain in the cafeteria until they are released to first block. Students that do not eat breakfast will not be allowed in the cafeteria.
- For lunch we will serve prepared boxes or sack lunches.
- For lunch all students will eat in their classrooms.
- There will be more limited options for meals this year.

Class Changes and Transition Periods

Students will be changing classes. Teachers will be supervising to help ensure students are not congregating.

Sanitization/Cleanliness

- Our custodial staff will use EPA registered products to clean classrooms, restroom, and high traffic areas. They will continue to clean these areas throughout the day.
- Parents are asked to discuss the importance of proper hand washing/ hand sanitizing with their students. Students are encouraged to have their own supply of hand sanitizer.
- Classrooms will be provided with wipes and hand sanitizer. However, should parents offer these items, we will accept donations.
- Water fountains and water bottle refill stations will remain open. Students are encouraged to bring their own water bottles to school.
- Each classroom teacher will receive a bottle of disinfectant (that cleans surfaces after 3 minutes), a bottle of hand sanitizer, and a bottle of foaming sanitizer.
- Signage will be posted promoting social distancing, frequent handwashing/hygiene through various methods of communication.

Attendance

- Students will not be excused from school if parents choose to quarantine them – meaning if they just decide it isn't safe to be at AJHS. However, students who are required to quarantine will, of course, receive an excused absence.
- Fear is not an excused absence. This is in effect K-12.
- The Auburn City Schools Attendance Policy will still be in effect and may be referenced in the student handbook.

Noticeable Policy/Procedure Changes

- All parent conferences should be conducted via WebEx.
- There will be no visitors allowed on campus. The only people that will be permitted past the glass doors are ACS employees, students, approved AU student interns, and social services personnel.
 - Administrators, counselors, etc. can schedule appointments to meet with parents via WebEx. There will be at least a 24-hour minimum notice required for all meetings.
- All outside food deliveries are prohibited. This also means no food for classroom activities. If your child forgets their lunch, there will be a box just inside the front door of the Administration building for you to leave your child's lunch. The lunch will need to

be in a lunch box, lunch bag, paper sack, etc. It cannot be in a Subway, Wendy's, McDonalds, etc. Please put your child's name on their lunch and we will call for them.

Extracurricular Activities

- All students, Traditional and Remote Learners, may participate in after school activities and athletic teams.
- Students may participate in extracurricular athletic teams as long as they meet Alabama High School Athletic Association guidelines and eligibility requirements.

Physical Education

- Students will not be allowed to use lockers during Physical Education. All personal items will be placed in a designated area. AJHS Administration asks that students do not bring anything of value students they do not want stolen or misplaced (Money, Air Pods, etc.)
- The Gym(s) and outside areas will be utilized to maximize distance as possible.

Elective Courses

- Fine arts classes including band, choir, theater, and art, students will be socially distanced as much as possible. In some areas this will be six feet. Students will use lockers in the band room for instrument storage only.
- Remote Learning Students will have limited elective choices through the ACCESS platform.
- In addition to fees for some of these courses, other consumable items may be required to be purchased.

Media Center

- There will be a self-check-in station at entrance, then books will be quarantined.
- Students will use hand sanitizer after the check-in station.
- There will be no check-in station—where students have traditionally signed in every visit—this eliminates the need to touch anything.
- Arrows will be placed on media center floor to control directional flow around library and at entrance.
- Classrooms will be identified to visit the library during specific times. This will provide an opportunity for each student to come at least once every two weeks.
- A wireless scanner will be used to scan student ID, then books; students will then open back cover for date stamp so that only student checking out book touches it.
- Any students wanting books can place hold in Destiny (library book inventory) and books will be delivered to classroom.

Special Events

- Students will be able to view their schedules this year online before school starts.
 - Students who have not completed registration including Infosnap and two proofs of residency, will not be able to view their schedule until completed.
- AJHS Student Virtual Orientation will be available July 22, 2020 by 5:00PM.
- Meet the Teacher will be a virtual event this year on August 6, 2020. More information to come.
- Remote Learner's iPad pick is tentatively set for August 5 and August 6, 2020 from 4:00-6:00 pm.
- Traditional Learner's iPad roll out begins August 12, 2020.
- Curriculum Nights will also be virtual this year on August 25, 2020. More information to come.
- Currently, there are no field trips planned for this year.