

Rocky River City School District
Rocky River Middle School



Preparing for 2020-2021



District Safety Protocols

- Face masks required for all students and staff.
 - Daily cleaning of classrooms, common areas, restrooms, hallways, buses.
 - Weekly building and transportation deep disinfection (electrostatic treatment).
 - Air purification and disinfection in all buildings.
 - Hand sanitizer stations in hallways, common areas, and classrooms
 - Portable sinks in each building for hand washing.
 - Sneeze guards in all main office areas.
 - Sneeze guards and hand sanitizer on buses.
 - Social distancing reminder signage in all buildings.
 - Socially distanced desks in classrooms.
 - All desks facing the same direction.
 - Hand washing reminder signage in all bathrooms.
 - Health self-assessment reminder signage in all buildings.
 - Hands free light switches in buildings.
 - Socially distanced restrooms.
 - Touchless flushers in most bathrooms.
 - Touchless bottle filling drinking fountains in buildings.
 - Regular disinfection of turf at RRHS stadium.
 - Full-time RN added at GPS.
 - Full-time LPN's added at KIS, RRMS, RRHS.
 - No field trips or large group assemblies.
 - No visitors or volunteers in buildings.
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- ***Plans are subject to change based on evolving conditions, new information, and recommendations and guidance from public health officials.***

Rocky River Middle School Reopening Plans

Rocky River Middle School will start the 2020-2021 school year on Monday, August 31, 2020. Three instructional models and schedules are detailed below: Open (Green), Hybrid (Yellow) and Closed (Red).

Hybrid (Yellow) Model Details

- 50% Capacity
- AM session: 8:15-11:00
- PM session: 12:30-3:15
- Follow all established District COVID-19 protocols with 6ft of physical distancing when possible
- Students were grouped according to how many individuals had last names beginning with each letter of the alphabet. These letters were then arranged from high to low (example: there are many students with last names that start with 'S' and zero students with last names beginning with 'X'). Then, letters were split into two groups to ensure that RRMS operates with as close to 50% of the student population as possible.

AM Session: Students last names A, B, D, F, I, K, N, O, Q, S, U, V, W, Y

PM Session: Student last names C, E, G, H, J, L, M, P, R, T, Z

- Students must attend during their assigned session time and are not permitted to switch
- Students will move between classrooms due to the variety of classes they take
- Sixth grade students will take their core classes (English/Language Arts, Science, Social Studies, and math) daily in-person. Students will take Essentials (College & Career Readiness, Art, & Technology), band, choir, fitness/health, and intervention classes online.
- Seventh & eighth grade students will take English, Math, Science, Social Studies, World Language and intervention courses that take place at the same time as world language in person. Students will take Essentials (College & Career Readiness, Art, Technology, and Music Lit -8), band, choir, fitness/health, and any other intervention classes online.
- Online classes will meet on a schedule opposite of the AM/PM time students are in the building



Open (Green) Model Details

- 100% capacity.
- Follow all established District COVID-19 protocols with 3-ft of physical distancing when possible.
- Please see the Open (Green) and Closed (Red) schedules on the following page. Students will follow this schedule when in these instructional models.
- Study halls will take place with 3-ft of physical distancing with the use of extra spaces such as larger classrooms and the stage in the commons.

Closed (Red) Model Details

- All instruction will occur online.
- Students will be expected to attend every class and follow the determined daily class schedule.
- Teachers will utilize a variety of resources for instruction.
- Staff will have office hours to answer student questions.
- Zoom and Google classroom will be used.

Open (Green) and Closed (Red) Schedules

| Start | Stop | Maroon | White | Maroon | White | Maroon | White | |
|-------|-------|---|-------|--------|-------|--------|-------|--|
| | | M | T | W | R | F | M | |
| 8:00 | 8:15 | Staff report by 8:00 | | | | | | |
| 8:15 | 8:41 | 1 | 10 | 1 | 10 | 1 | 10 | |
| 8:44 | 9:15 | 2 | 11 | 2 | 11 | 2 | 11 | |
| 9:18 | 9:44 | 3 | 12 | 3 | 12 | 3 | 12 | |
| 9:47 | 10:12 | 4 | 13 | 4 | 13 | 4 | 13 | |
| 10:15 | 10:41 | 5 | 14 | 5 | 14 | 5 | 14 | |
| 10:44 | 11:10 | 6 | 15 | 6 | 15 | 6 | 15 | |
| 11:13 | 11:39 | 7 | 16 | 7 | 16 | 7 | 16 | |
| 11:42 | 12:08 | 8 | 17 | 8 | 17 | 8 | 17 | |
| 12:11 | 12:37 | 9 | 18 | 9 | 18 | 9 | 18 | |
| 12:40 | 1:06 | 10 | 19 | 10 | 19 | 10 | 19 | |
| 1:06 | 1:46 | Staff Lunch | | | | | | |
| 1:50 | 3:30 | Online Option B Live (Green) / Extra Help / Intervention / Enrichment / EL / IEP Support / Office Hours / PLC (W 2:40-3:30) | | | | | | |

General Procedures and Protocols

Athletics and Activities Protocols and Guidelines

- Please review the Athletics and Activities document.

Attendance

- Regardless of which model RRMS is operating under, parents/guardians are required to call in their child's absence to the school attendance line any day they will not be in class, online or in-person.
- The RRMS attendance line can be accessed by calling (440) 356-6873 or emailing cottell.taryn@rrcs.org.

Busing

- Hand sanitizer on bus
- Face masks required for all students and bus driver
- Sneeze guard for bus driver
- Students spaced on buses to greatest extent possible
- Assigned seats and students may be seated two per seat depending on ridership
- Routes will load from back of the bus
- Windows open when possible
- Markings outside RRMS for lining up for buses at social distance.
- Scheduled to arrive at RRMS at 8:00am

Cell Phones

- Must remain in student backpack at all times.
- Must be powered off while in school.

Chromebooks

- Students will pick up their assigned chromebook each day in their first class.
- There is time allotted at the end of each AM/PM Hybrid (Yellow) model session for students to return chromebooks to the cart for the next day.
- AM/PM students will not share chrome books.
- A similar system will be in place for the Open (Green) Model.

Classroom Locations

- The large majority of classes will take place in their regularly scheduled classrooms.
- Larger classes will be relocated to areas within the building where additional spacing and seating is available.

Clinic/LPN

- RRMS will be staffed daily with an LPN.
- If the LPN recommends isolation, a room is designated in the RRMS main office separate from clinic for any student-awaiting pick up.
- Touchless thermometer available in clinic.

COVID-19 Quarantine and Contact Tracing

- If a student, staff member or family member contracts COVID19, all quarantining decisions and contact tracing will be done by the Cuyahoga County Board of Health (CCBH).
- Information will be shared between the CCBH and the RRCSD when appropriate.
- RRCSD will share information provided by CCBH that is allowed under HIPAA guidelines.

COVID-19 Safety Protocols

- The district is implementing several safety protocols (*see inside front cover for details*).
- All students are required to complete a health check prior to leaving for school every day.
- Masks are required for all students and staff at RRMS.
- Mask break areas will be designated in each classroom.
- Signage indicating safety protocols are located at entrances.
- Floor markings will be installed throughout the building.
- Air quality filtration will be installed in RRMS and meets ASHRAE COVID-19 requirements ensuring the cleanest air filtration system available.
- RRMS will be cleaned twice a day when in the Hybrid (Yellow) Model and once a day when in the Open (green) Model.

Desks /Dividers

- Classrooms will be set at 3-ft of social distance.
- When in Hybrid (Yellow) Model, every other desk will be utilized to provide 6-ft of social distance when possible.
- Student seats in the computer lab and art rooms will be separated by plexi glass when in the Open (Green) Model.
- Science lab tables will be separated by plexi glass when in Open (Green) or Hybrid (Yellow) models.
- Floors are marked where the front desk leg should be placed.

Drinking Fountains

- All drinking fountains will be disabled and replaced with touchless bottle filling fountains.
- Water bottles will be permitted.

Entering / Exiting the Building

- There will be four locations where students and staff can enter the building: front entrance, sixth grade wing, seventh grade wing, and eighth grade wing.
- Students will report directly to their first class upon arrival. Parents are asked not to drop off their children early.
- 2nd floor students will exit out of the grade level wing doors.
- 1st floor 6th and 7th grade teams will exit out the main doors.
- 1st floor 8th grade teams will exit out the side door towards the field.

Locker Use

- Students will not use lockers.
- Every effort will be made to limit the amount of materials (large textbooks, etc.) that students need to carry with them on a daily basis.
- Students are permitted to carry backpacks with them throughout the school day.
- Lockers are assigned/ready for use should we want to incorporate their usage.

Locker Room Use

- Locker room use will be permitted for athletic purposes per the Athletics and Activities document.
- Locker rooms will not be open for students during the day.
- Students will need to bring or wear tennis shoes daily when in the fitness rotation for the Open (Green) Model.

Lunch

- When in the Open (Green) Model, boxed lunches will be available for students to order/pick-up at the end of the school day to be taken home.
- When in the Hybrid (Yellow) Model, students in the AM session will be able to order/pick-up a boxed lunch to be taken home. Students in the PM session will be able to order/pick-up a boxed lunch to be eaten in a socially distanced environment prior to attending their first class.
- Boxed lunches will be available for any students, including those who qualify for free and reduced lunch, and can be picked up in a designated area.
- Students will wash/sanitize hands before and after eating.

Materials Pick-Up (if RRCSD opens in Red Model)

- Parents and students may visit RRMS to see classrooms during the week of August 24th. This visit is intended to be brief and focus on identifying room locations and picking up materials. Teachers will not be present during this time. Masks will be required.
- Please see the schedule below for pick-up times. Families with students in multiple grade levels may attend together.
- Sixth grade orientation is canceled for August 18th. Staff introduction videos will be shared with parents/students. Orientation topics will be covered during the first week of school.
- New student orientation is also canceled. Video will be shared with students/parents.

Sixth Grade Students and Parents- Wednesday, August 26

*5:00-6:00 Last Names- A, B, D, F, I, K, N, O, Q, S, U, V, W, Y

*6:00-7:00 Last Names- C, E, G, H, J, L, M, P, R, T, Z

Seventh Grade Students and Parents- Thursday, August 27

*5:00-6:00 Last Names- A, B, D, F, I, K, N, O, Q, S, U, V, W, Y

*6:00-7:00 Last Names- C, E, G, H, J, L, M, P, R, T, Z

Eighth Grade Students and Parents- Friday, August 28

*5:00-6:00 Last Names- A, B, D, F, I, K, N, O, Q, S, U, V, W, Y

*6:00-7:00 Last Names- C, E, G, H, J, L, M, P, R, T, Z

Passes to leave

- Call the attendance line or send an email (see attendance section) if your child must leave school during the school day while in the Open (Green) or Hybrid (Yellow) model.

Quarantine K-12

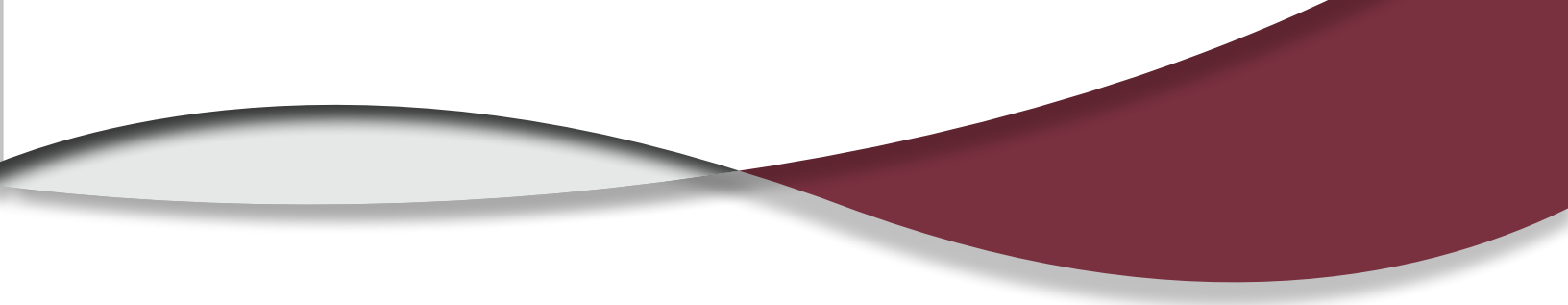
- Students in grades K-12 who need to quarantine for two weeks due to COVID-19 exposure will be placed into the appropriate online grade/courses that are running for option B at-home learners.
- The teacher a student sees during quarantine instruction may be different than the teacher the student has in-person, however, the content of the learning will be the same.
- All students who are absent for reasons other than quarantine will follow the absence protocol each teacher has used pre-COVID-19.

Restrooms

- The number of students in restrooms will be limited to three.

Safety Drills

- Safety drills will be conducted in small class groups.
- School Resource Officer Camp will assist with reviewing safety guidelines for lockdown with students in small classroom groups.



Safety Training

- Teachers will address the following topics with students when in the Open (Green) or Hybrid (Yellow) Models: social distancing, hand washing, restroom use, hand sanitizer, not touching eyes, nose and mouth, wearing of masks, not congregating after school ends.

Visitors to building

- Please do not come in the building to drop of forgotten supplies or materials.
- If your child **absolutely** needs something for end of AM/PM session, we ask that you please put it in a Ziploc bag, labeled with your childn's name, and it leave on table in the vestibule. Buzz in to the secretary to let them know.