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**James Madison Preparatory High School**

**COVID-19 Reopening Plan**

**Motto: “Keep On Moving”**

**Summer 2020**

**Administration requirements**:

All teachers who have dedicated classrooms must clear their room of extra junk. If you have not used something since the month preceding Spring Break, take it home and bring it back when you need it for a lesson. Your classroom is not for storing items you do not want at home. If you do not want it cluttering up your house, I do not want it cluttering up our school.

Classrooms will be inspected by the administration. A list will be sent to each teacher letting them know what needs to be removed. Let Mr. Akerman know when your room is ready for inspection.

Primary areas of concern: Cloth covered chairs, tabletop items (makes it difficult to clean), and extra learning materials.

Put all miscellaneous items in plastic boxes.

Challenging rooms: Science and Art.

Update: As of the date of this memo, all items have been completed. The science lab was the most difficult, but Mrs. Law handled it like a professional and cleaned the lab of everything that I considered non-essential junk.

**Faculty and Staff requirements**: After your cleaning has finished, do not come back to the school unless you receive permission from Mr. Akerman. If students do return to school, students will wipe down their desk or table when they enter the classroom.

**Cleaning Staff**: One major deep cleaning with harsh materials such as bleach and alcohol will be done after the teachers have completed their cleaning. Slightly open two windows in every room for fresh air.

**Pre-Opening and Pre-planning**

Teachers will return to school on August 17. Their working hours during preplanning will be 8-4. Beginning on August 24, their hours will be 7:30 – 3:45.

**Open House**

JMPHS will have a virtual open house. The open house will be streamed on FB and each teach will have an opportunity to provide a presentation. Since the open house will be on FB, families and students will not have to tune in live. They will be able to watch the playback at any time after the recording.

**Fall 2020 First Day Opening**

At the time of this report, JMPHS will welcome 9th grade students to school on Monday, August 24, 2020.

10th -12th grade will begin on August 26, 2020. It is expected that all faculty and staff members will be in attendance.

An announcement will be made to our families to inform them about the rules, offerings, and changes that will take place as we resume.

**First Full Week**

Students will be evaluated during the first week of school to assess 4th quarter distance learning effectiveness. Students who indicate significant learning shortfalls will be placed on a remediation plan. Students will be evaluated through teacher assessments based on 4th quarter objectives. Our emphasis will be on math and ELA.

**Student Care:**

*Morning:*

Students will have their temperatures taken at one of the two main gates beginning at 7:30 a.m. 9th and 10th grade students will enter the school through the gate on the hospital side. 11th and 12th grade will enter on the Crane Avenue side. Students will be provided a mask by the school on the first day, but may opt for their own.

The temperature threshold will be 100.5. If a student has a temperature higher than 100.5 they will be escorted by a staff member to the isolation room / Ag building where their temperature will be checked again. If it is still 100.5 or above, they will remain in the building until their ride picks them up. If they are a driver, their guardian will be contacted and the student will be allowed to drive home. In order to return to school the student will have to show proof of a negative COVID-19 test or a note from a medical professional. A written record will be kept of any students who have a temperature above 100.5. Teachers will monitor students throughout the day for COVID-19 warning signs. A CDC list of those signs will be distributed to the faculty. That list will be update as changes occur. Any student who exhibits signs will be sent to the office for a temperature check.

Students will be required to wear a mask in the classroom. They will be highly recommended but optional when they are outside. They will be reminded to “Keep On Moving”.

No words will be permitted to be on masks unless it is related to a sports team.

All students, employees, and visitors must have their temperatures taken at one of the two main gates. The school will be divided in half and students will be assigned a gate. This will be their gate to come and leave school. The administration and or a school nurse will take temperatures.

Visitors may come to the school by appointment only. Simply call the office and ask if it is ok to come by. Students will not be allowed to have guests for lunch under any circumstances.

*Lunch*

All students will be required to eat outside. Students will be socially distanced while in line for lunch. Cafeteria staff will be protected by facemasks and a window shield. If it is too cold, too hot, or raining, students will eat their lunch in their homeroom classes.

Students who are in good standing according to the rules set forth in the student handbook will be allowed to leave campus for lunch. They will be subject to signing out and signing back in. The office staff, protected by an acrylic shield will witness appropriate hand cleaning before the student returns to class. This lunch policy will be monitored by the Principal and will be revoked if he deems it a health issue. JMPHS will also be sensitive to feedback from local restaurants.

*Dismissal*

Bus riders will be required by the district to wear a mask. Students will not be allowed to get on a bus or ride the school van without a mask.

**Prepping for Students and Staff:**

Beginning on Monday, July 27 a deep cleaning with chemical disinfectants will begin on every classroom and indoor common space of the school. Areas of particular attention will include but not be limited to:

* All exposed solid surfaces in the school; including desk tops, countertops and sinks.
* All carpets will be professionally cleaned for the second time this summer.
* All tile floor surfaces will be stripped, disinfected and waxed.
* Student and staff restroom facilities will be scrubbed with bleach.
* Lunch room and Ag building will be scrubbed with bleach.
* Sneeze Guards will be installed at the office desk and lunchroom pickup counter.
* Students will be assigned computers to cut down on cross contamination.
* Turn off all water fountains
* Clean door handles and light switches at every opportunity.
* School water fountains will be disabled.

**Daily Cleaning:**

* Touchless hand sanitizer will be located in every room in the school. Rooms will be sprayed with a state-of-the-art sprayer that disinfects a room in minutes.
* Social distancing will be enforced to the best of a teacher’s ability based on class size. Desks have been requested to replace tables via the Cares grant.
* Part-time porter will clean and disinfect bathrooms, door handles, door facings and solid surfaces as often as possible during the day.
* The school will have a part-time nurse to monitor student health.
* An isolation room has been established with private access.
* Rooms will be “mist sanitized” anytime students are not occupying rooms and areas.
* Anyone who enters the building as a visitor will be required to have his or her temperature checked.
* Arrows will be placed on sidewalks where it is practical and signs will direct anyone entering the property.
* Gate monitor and buzzer must be installed.

**Academic Preparation:**

In order to support the Federal and State Governments’ directive that schools open on time and students report to school in a traditional fashion, JMPHS will assess student participation on the first day of school. Any student who is currently registered with JMPHS who does not come to school the first day will be contacted. If that student does not feel safe attending traditional classes, JMPHS will offer a virtual option. Once that is established, the student will be provided the technology necessary to access virtual classes.

**Virtual Class:**

Students will log into their class schedule the same as traditional students, but from home. They will be expected to attend virtually and answer “roll call” for every class. If they are late logging in, they will be considered “tardy”. If they do not log in all day, they will be considered “absent”, and will be marked as such. If a student makes some classes in a certain day, but misses other classes, they will be considered “truant” for the missed class or classes. No student will be penalized for technology problems that are deemed the fault of the school. We have made provisions for virtual students to receive Chromebooks or Laptops as well as a “hot spot”.

**Faculty and Staff:**

All staff will observe the same social distancing and mask guidelines as the students. All staff will be encouraged to wear a shield if they choose. All staff will have their temperatures at the gate the same as the students.

**Future Closure:**

JMPHS had an excellent attendance rate with our fourth quarter closure (92-95%). If the school has to close again in a similar fashion to the March 13 closure, we will resume our virtual classes using Google classroom and Zoom conferencing. Students will be provided laptops and Chromebooks per their teachers’ recommendation. Laptops are required for certain classes.

* Lesson plans will be monitored every day by the school administration.
* Students who do not check in every day will be called by the office staff in the morning and followed up by the homeroom teachers after the school day.
* Student assignments will be provided electronically with assignments due once a week.
* Students who have IEP’s will be provided with written assignments per parent and teacher request.
* Students must use daily email to fulfill their attendance requirement.

**Transportation:**

JMPHS students will be encouraged to carpool or be driven to school rather than riding the local school buses.

JMPHS will be using a recently purchased van to transport students to MCHS for athletic related classes and Band.