

Union Middle School

Parent Reopening Protocol Table

Dear Parents:

Listed below are specific building guidelines that the Union Middle School building will follow for the 2020-21 school year. These guidelines were developed from recommendations from the Black Hawk County Public Health Department and our Union Community School District's Return to Learn Plan. Some of these guidelines may be subject to change as recommended by the Public Health Department and Department of Education.

Mr. Albertsen

Union Middle School

<p>Returning to School</p>	<ul style="list-style-type: none"> ● Union Community Schools will begin face to face classes on August 24, 2020. We will run a shortened day schedule from 8:10-2:15 district-wide. A shortened day schedule will run from August 24 to October 2. We will re-evaluate this schedule as the fall progresses. The 2:15-3:30 time will be for teachers to work on Remote Learning, PLC's, grade level meetings, and planning time. If the district decides to have a two hour late start due to weather conditions, the district will follow a two hour late start schedule with a regular dismissal time.
<p>Main Focus</p>	<ul style="list-style-type: none"> ● All plans are designed around the main focus of social distancing and the safety of our students and staff. This will be done with keeping classrooms and grade levels together as much as possible and not mixing with other grades
<p>Pre-Screening Students</p>	<ul style="list-style-type: none"> ● Parents will screen their children at home for fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea ● Call the middle school office and a medical professional if symptomatic ● Students do not report to school if symptomatic
<p>Pick-up/Drop-off of Students</p>	<ul style="list-style-type: none"> ● Parents are encouraged to stay in their vehicles during drop-off and pick-up times and/or practice social distancing if you need to come to the office

	<ul style="list-style-type: none"> ● If picking up for an appointment, please call the office, and we will send your student out to you
<p>Entering/Exiting the Buildings</p>	<ul style="list-style-type: none"> ● Social distancing practices will be in place for entering and exiting the building ● Buses will drop off students in the front of the building ● Students can enter and exit through the main entrance or northeast door. ● In the morning, students will report directly to their first hour class. If they are having breakfast, they will then go there first. ● If students are not riding the bus and will not be eating breakfast they are encouraged not to come to school prior to 8:00. All students need to be in the building by the 8:05 Tardy Bell ● One-way hallways will be used at all times except in emergencies and drills
<p>Classroom</p>	<ul style="list-style-type: none"> ● Student desks will be spaced out in the classroom as much as possible (3-6 feet apart) for social distancing, facing the same direction ● Community sharing items will be limited as much as possible - students will wash hands or use hand sanitizer before and after the use of them ● When students are in small groups they will wear masks and be with others that they normally sit near ● Hallway doors will be left opened to reduce the number of students touching the door handles throughout the day ● When lining up, students will be near others that they sit by and should keep their hands to themselves, wear masks, and practice social distancing ● Student backpacks will be used to store items. ● All classes will be required to keep track of seating charts in large and small groups.
<p>Masks</p>	<ul style="list-style-type: none"> ● Face coverings that cover the mouth and nose will be required for all PK-12 (including 4 year old preschool) students and staff on buses, hallway passing time, commons and in classrooms where social distancing is

	<p>difficult to maintain. Face covering breaks will be given each class period. Some classes might be able to make covering exceptions, as directed by the teacher, if students are participating in non-verbal work such as reading or assessments. Union CSD recognizes that student abilities and tolerances for wearing a face covering will differ by age and thus, expectations may differ at the elementary level. Students with medical exceptions will be required to have documentation.</p> <ul style="list-style-type: none"> ● Students who refuse to wear a face covering while in the building will have to choose the online learning option
<p>Specials, Counseling, Special Education Classes, Speech, & TAG</p>	<ul style="list-style-type: none"> ● PE will be outside as much as possible and when physical distancing is possible, masks may be optional ● Masks will be encouraged in all special classrooms including chorus ● In special education classes, students from different grades will be separated in the room as much as possible ● Tables/desks will be disinfected after each class has left the rooms in the special areas (Art, Library, Industrial Tech., FCS) and special education
<p>Hand Washing/Hand Sanitizing</p>	<ul style="list-style-type: none"> ● Students and staff will wash or sanitize their hands upon entering and exiting the building in their classrooms ● They will continue to wash their hands throughout the day when entering and exiting individual classrooms, cafeteria, recesses, and special classes
<p>Touch Surface Cleaning</p>	<ul style="list-style-type: none"> ● Enhanced cleaning protocols will be in place throughout the day by all staff and after hours by the custodial staff ● Distancing wipes and hand sanitizer will be available in all classrooms
<p>Cafeteria/Meals</p>	<ul style="list-style-type: none"> ● Students will sit in assigned tables and seats in the lunchroom ● Extra tables will be used in order to limit 4 students to a table. ● Social distancing will be followed in the lunchroom and at the tables with limited seating diagonal ● 3 lunch shifts will be used with time for

	<p>cleaning between lunch shifts</p> <ul style="list-style-type: none"> • Students will sit in their 1st hour seat for breakfast
Nurses Office	<ul style="list-style-type: none"> • We will have special spaces for students with COVID Symptoms • Teachers should implement plans to reduce unnecessary visits to the nurse's office (example: bandages, chapped lips, etc.)
Response to Students who become COVID symptomatic during the school day	<ul style="list-style-type: none"> • Follow guidance from Black Hawk County Public Health • If a student or staff member becomes sick with COVID-19 symptoms during the school day, the student/staff member will be sent home. • Classrooms will be thoroughly cleaned
Positive Cases and Response	<ul style="list-style-type: none"> • We will follow guidance from the Black Hawk County Public Health Dept. • We will communicate that "we have a confirmed case in the Elementary, MS, or HS involving a student or staff member." We will not identify a specific grade level.
Water Fountains	<ul style="list-style-type: none"> • Water fountains will be shut off in the halls and replaced by additional water fill stations • Students will be allowed to bring water bottles to school (with their names on them) and take them home at night to be cleaned • Water bottle fill stations will be available • We prefer refillable water bottles with removal drinking lids verse disposable ones • Student will need to make sure they do not touch the top of their bottle to the refilling station when refilling them
Restrooms	<ul style="list-style-type: none"> • Students will be asked to wash their hands or use sanitizer before and after they use the restrooms • Teachers will allow only 1 student to use the restroom at a time during classtime • Some sinks and urinals will be blocked off • All restrooms will be thoroughly cleaned after school hours
Halls	<ul style="list-style-type: none"> • Hallways will be set up to be one way only. Students will need to follow directional arrows on the floor • Masks will be worn in the hallways
Social Distancing	<ul style="list-style-type: none"> • Social distancing of 3-6 feet will be expected when possible throughout the school day

Visitors to School	<ul style="list-style-type: none">● Visitors will not be allowed past the school office● We will not have parents eat with students this year during lunch● Volunteers will not be utilized at school this year● For all students who need to leave the building (have an appointment, are ill, need to leave early, etc.) parents are asked to call the school office upon arrival to the building and the student will be released.
Transportation	<ul style="list-style-type: none">● Students will be assigned seats.● Surfaces will be wiped down between routes● Students will be spaced apart as permitted by the number of riders● Masks are required
Extracurricular Activities	<ul style="list-style-type: none">● 6th Grade Orientation will take place for students only. More information to come.● No building wide assemblies will be held● Field Trips are postponed until further notice● Building wide assemblies, Concerts & Prairie Fire Theater will be on hold until further notice