



SPRINGFIELD HIGH SCHOOL & JUNIOR HIGH

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Shaun Morgan - Principal

Todd Lovell - Assistant Principal Danielle Starkey - Assistant Principal Michelle Warner - Assistant Principal Kevin Vaughn - Dean of Students & Athletic Director

August 14, 2020

Dear Parents of 7-12 grade students,

The following are safety measures that have been put into place for when we return to school. At this time $\frac{1}{3}$ of the students have opted for Springfield Online Academy which means $\frac{2}{3}$ of the student population will be in the building beginning September 8, 2020. If, for any reason, the state and/or county deem it unsafe to meet face-to-face this population of students will be practicing "remote learning".

A safe return to school will start at home. Please make sure you are assessing your student for symptoms. Take the daily temperature of your student. Any student temperature over 100 degrees stays home. Other new symptoms such as fever, chills, cough, fatigue, etc... should result in calling the doctor and staying home. A student who exhibits any of these symptoms at school will be isolated and required to be picked up to go home. These guidelines apply to employees as well.

- **Face Coverings**

- All Teachers & Staff will wear cloth face coverings or face shields
- K-12 Students - Fabric face coverings on buses and in school at all times
- Face covering breaks scheduled by classroom teachers
- Fabric face covering should cover mouth and nose
- Medical documentation will be required for those who will not be wearing face coverings.

- **Social Distancing**

- Classrooms will have one desk or table per student
- Spacing between student chairs will be a minimum of 3 feet apart
- Due to spacing, students will be required to wear a fabric face covering
- Cafeteria seating will be a minimum of 3 feet and students must be seated and eating/drinking to have their fabric face covering off

- **Water Bottle Protocols**

- Students are encouraged to bring filled water bottles from home daily filled with water ONLY
- Water fountains are unavailable
- Water fountains have been converted to bottle fillers
- Students will be permitted to carry a water bottle with water ONLY

- **Hallway Movement**
 - Traffic patterns have been determined and a map will be distributed as well as signage displayed in the hallways.

- **Lunch**
 - 3 lunches with a half capacity to allow for social distancing.
 - Students will be allowed to pick their seat but that will be their assigned for the remainder of the semester.

- **Schedules**
 - 3 schedules to reduce traffic patterns during the school day.
 - Spartan Red - Odd periods (4 period day)
 - Spartan Gray - Even periods (4 period day)
 - Spartan Red and Gray - 8 period day

- **Enhanced Cleaning Protocols**
 - Hand sanitizer available in hallways and restrooms
 - Classrooms have been equipped with sanitizing spray, paper towels, and hand sanitizer.
 - Cleaning supplies available in classrooms
 - Cleaning schedules of high touch areas in classrooms, schools, restrooms, cafeterias, and on buses
 - INTENSE CLEANING NIGHTLY

- **ELA's are closed**

- **Visitors**
 - Parents may enter the building with a face covering to sign their student out of school.
 - No visitors will be permitted to go further than the lobby of the main office
 - All speakers and college visits will be done virtually.

- **Field Trips**
 - All field trips will be virtual.

- **Arrival**
 - All students will need to be seated in the cafeteria (if they are eating breakfast) or on the bleachers in the gymnasium from arrival until 7:10 A.M.
 - Markings will be placed for seating in the cafeteria and gymnasium to provide for social distancing.
 - After 7:10 A.M. students may go to their locker if they requested one to get necessary supplies and then report to their first class for that day. Students will NOT be allowed to loiter or walk the hallways.

- **Clinic**
 - The clinic has been moved to the Community Room which has a wall to divide the room into two separate clinics.
 - The well-side of the clinic will be for students who take medications, have chronic health conditions, or need services for students who are injured during the day.

- The sick-side of the clinic will be for those students who are exhibiting symptoms of illness - fever, cough, etc.
- Students who are picked up from the sick-side of the clinic will be signed out by the school nurse or medical assistant and will leave out of Door Q or Door L.

- **Lockers**
 - Lockers will be assigned by request and as needed - if students want to reduce the surfaces they touch they will not be required to use a locker.
 - Students will still be permitted to carry clear and/or mesh bookbags
 - As the weather gets worse and students have coats or jackets, they may request a locker at that time for the storage of their belongings/coats.

- **Dismissal**
 - Students who are drivers or are car riders will use Door L for dismissal (back of the building - event entrance).
 - Students who are bus riders will use Doors A and R for dismissal (front of the building)

We ask that you are patient with us as we enter a school environment during the continued global pandemic. We will keep the lines of communication open if the need to change or revise safety protocols presents itself. Don't hesitate to contact us with any questions or concerns.

Sincerely,

Shaun Morgan
Principal