


Sumner County Schools
School Re-entry Plan
Parent Communication Document

School Name	Portland East Middle School
<p style="text-align: center;">Arrival to School</p> 	<p>What changes will be made to the school arrival procedures?</p> <p>Every child will disinfect his/her hands upon entering the building.</p> <p>Designated Walking Paths are marked to limit students passing one another.</p> <p>Major entry and exit doors will be propped open for a brief time while being monitored by an adult to limit students touching handles.</p> <p>Students will sit according to their assigned home room class to minimize exposure.</p> <p>A staggered dismissal from the gym, cafeteria, and hallway seating area will take place each day.</p>

Class Transitions



What changes will we make in the hallway procedures during class changes?

At class dismissal students will follow one directional flow signs in the hallways to ensure one-way traffic in the hall.

Students should exit all classrooms and turn right.

A center line will be placed down the middle of each hallway to ensure students remain in a one directional “loop” in each of the three main hallways.

Signage will be placed in the hallway to promote social distancing.

How will we address student restroom breaks and use of lockers?

Lockers

Students will not be issued lockers at the start of the year.

Students are encouraged to have a backpack for materials.

Students should limit belongings to the absolute essentials for school as all materials will be carried with students from class to class every day.

Backpacks will be permitted in the classroom and placed under seats or desks to prevent tripping hazards.

Restrooms

We will not be using breaks between classes for bathroom visits. Teachers will allow use of restrooms during class times.

- ELA- Use beginning of block to allow break.
- MATH- Use 30/60 split time to allow

Large Group Gatherings & Visitors



How will we manage large group gatherings, such as assemblies and concerts?

There will be no planned assemblies or pep rallies scheduled at this time. Any needed large group gatherings will happen in small groups or virtually to be shared in class.

Classrooms



What is our procedure for preventive cleaning in classrooms each period?

As per the Sumner County Schools Re-Entry District plan, routine cleaning with an approved product will occur at the end of each period for high touch areas in the classroom. Desks, chairs, door handles and other high touch areas will be disinfected by the teacher between each class period. Students will be provided an opportunity to use their own hand sanitizer when entering a room or the teacher will have some available. Teachers will limit the use of common materials, manipulatives, and class sets whenever possible.



How are “hands-on” classes, such as physical education and fine arts, going to be different?

PE

Physical Education classes will not require students to dress out, therefore eliminating the usage of locker rooms. Disinfectant will be used on equipment after each class period. Limited contact activities will be promoted during physical education classes. When weather permits, physical education classes may move outdoors.

Band/Theater

These classrooms will maintain social distancing standards as feasible and performances will be delivered virtually. The cafeteria / flex spaces within the building may be used to offer additional distancing options.

<p style="text-align: center;">Sumner Connect</p> 	<p>What is Sumner Connect?</p> <p><i>For parents, Sumner Connect will provide training tutorials as they navigate Google Classroom, Skyward, and the GSuite tools. Sumner Connect will support teachers in their delivery of online instruction through Google Classroom and the integration of additional GSuite tools. Instruction during extended absences or closure will be provided by teachers through their Google Classrooms.</i></p>
<p style="text-align: center;">Clinic</p> 	<p>What will the procedure be for taking midday temperature checks?</p> <p>All students and staff will have a midday temperature check prior to entering the cafeteria for lunch.</p> <p>Teachers and support staff will take temperatures. Students who are running a temperature will be sent to the nurses office to be seen by the school nurse.</p> <p>All non-symptomatic students who are visiting the clinic for routine medicine or other needs will still have access to the clinic and school nurse.</p> <p>If a student has a fever, we will: 1. Place the student in an area separate from other students but in sight of an adult. 2. Contact parents/guardians for immediate pickup.</p>

Dismissal



What changes will be made to the dismissal procedures?

General Information




Student dismissal will begin at 2:50 and be staggered by dismissal area and grade level (6th bus, 7th bus, 8th bus) to reduce congestion

Car Riders

Will exit front new gym exit and be spaced during the exit walk through the car line to then return to front of school awning to be spaced to wait for their cars
Car riders must watch for parents.

Busses

Students who ride early buses will exit through the front doors.
Students who ride regular dismissal buses will exit through the old gym end of the building.
Students riding 2nd and 3rd load buses will sit spaced in the old gym until their bus arrives.

<p style="text-align: center;">Co-Curriculars</p> 	<p>How will we ensure common areas, such as the library, computers, etc., are routinely cleaned/sanitized?</p> <p>Common Area The PEMS custodial staff will prioritize wiping down of high touch areas following class change.</p> <p>Library The librarian along with teachers who bring classes to the library will sanitize high touch areas in the library after use.</p> <p>Computer Labs/Carts Each teacher who uses a computer lab or iPad cart will be responsible for disinfecting all high touch surfaces after use.</p>
<p style="text-align: center;">School Closure</p> 	<p>How will we communicate closures to parents for classrooms, schools, and the district as a whole?</p> <p>Any closures will be shared via School Messenger (SCS automated call system), PEMS school website, social media platforms, and Remind.</p>
<p style="text-align: center;">Communication</p> 	<p>What communication platforms will be used this year?</p> <p>We will communicate through school messenger (SCS automated call system), our school website, and classroom Remind.</p>

Registration



What is the plan for registration nights?

1. **6th Grade Registration**- July 27th-Students with last names beginning with A-M, please arrive between 4:00 and 6:00pm. Students with last names beginning with the N-Z, please register between 6:00-8:00pm. Your child will pick up his/her schedule once registration is complete.
2. **7th & 8th Grade Registration**- July 28-7th grade students please report from 4:00-6:00 (Last names A-M 4:00-5:00/ N-Z 5:00-6:00) 8th grade families please report from 6:00-8:00 (Last names A-M 6:00-7:00/ N-Z 7:00-8:00) Your child will pick up his/her schedule once registration is complete.

For your safety, we ask that only one adult accompany your child. Per current state/local mandates, masks will be required for anyone present ages 13 & up and optional for children younger than 13.

Please visit our school social media for directions and links to all registration documents.

Portland East Middle School will be open July 20-July 24 from 8 am-12 pm to help families register online and pick up hard copies of forms to complete *PRIOR* to the registration nights. We strongly encourage you to pick up or print out hard copies of the forms needed to minimize time spent in the building on Registration Nights.

