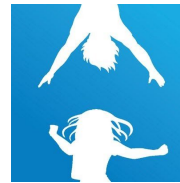


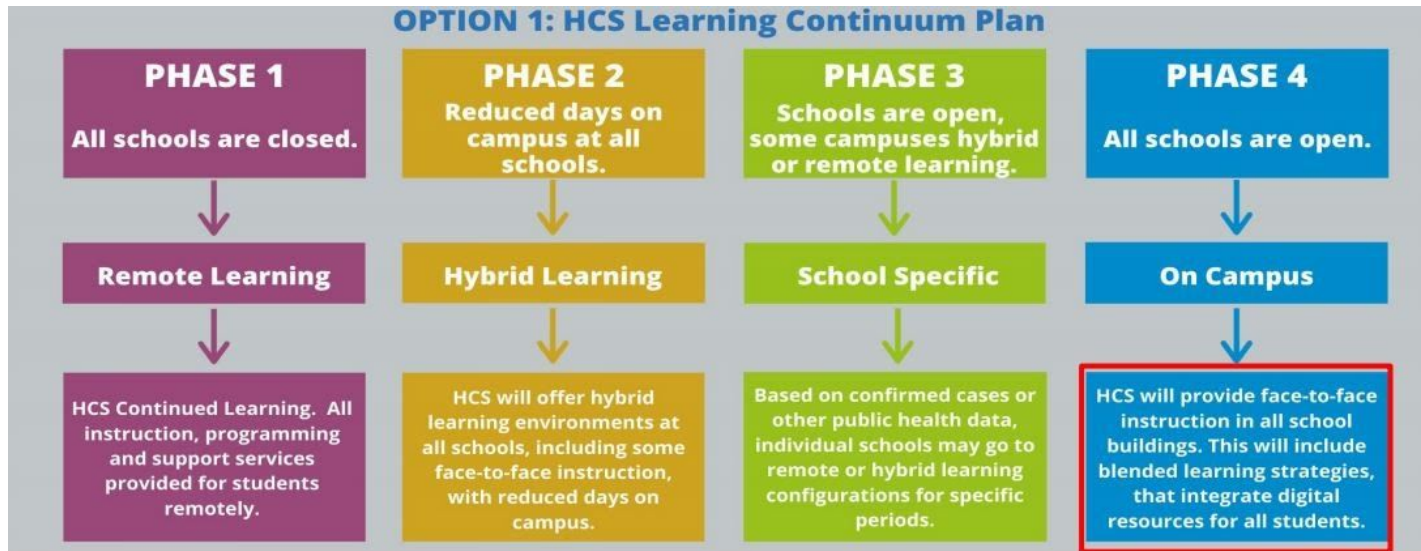
## Ooltewah High School Reopening Plan and Guidelines 2020-2021



### Operations/Health/Safety Team:

- Assistant Principal Donnie Mullins
- Dean of Students Jensen Morgan
- SRO Deputy Rodney Brown
- School Nurse Jennifer Finch
- School Nurse Robin Carpenter
- Teacher Les Boyum
- Teacher James Carpenter
- Teacher Bill Fischer
- Teacher John Glover
- Teacher Matt Henson
- Teacher Israel Langston
- Teacher Mike McCullough
- Teacher Alexis Rubatzky
- Teacher Daniel Ziegenmier

During this unprecedented school year, please remember we will have an “all hands on deck mentality.” Every faculty and staff member will be utilized in multiple ways throughout the day.



**Ooltewah High School will operate on its regular 7:15-2:15 Schedule in ALL four phases. All students (In-Person and HCS@HOME) are expected to be engaged in the learning process during their scheduled class time.**

**OHS 2020-2021 Bell Schedule**

**1st Block: 7:15-8:30**

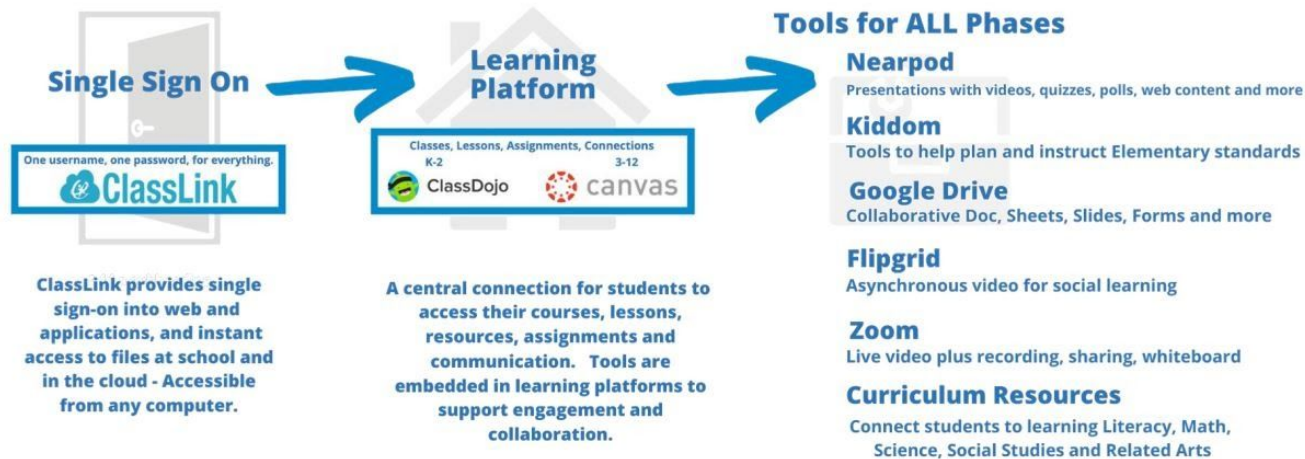
**2nd Block: 8:35-9:50**

**3rd Block: 9:55-10:40**

**4th Block: 10:45-12:55** (1st Lunch: 10:45-11:10 / 2nd Lunch: 11:20-11:45 / 3rd Lunch: 11:55-12:20 / 4th Lunch: 12:30-12:55)

**5th Block: 1:00-2:15**

## Secondary Resources



## Phase 1: All Schools Closed (Remote Learning for ALL students)

- HCS Continued Learning
- All instruction, programming, support services will be provided for students remotely

- **Phase 2 (50% Capacity - AA/BB) / Phase 3 (All Students)**

Morning/Breakfast Procedures	Transitions	Restroom Procedures
<ul style="list-style-type: none"> <li>● ALL teachers/staff will be in their classrooms no later than 6:45.</li> <li>● Masks and/or Face Coverings MUST be worn in the building at ALL times (exception: While eating breakfast/lunch in the cafeteria).</li> <li>● There will be multiple “Entry” points for students each morning (Bus Entrance, Math Wing, North end of Old Gym, SE Corner of New Gym).</li> <li>● Any student that is not eating breakfast should report directly to their 1st block class.</li> <li>● All breakfast meals will be pre-packaged.</li> <li>● Any student that wishes to eat breakfast will do so in the cafeteria and/or designated location.</li> <li>● Seats will be clearly marked as to where students are allowed to sit.</li> <li>● Students should practice “Social Distancing” guidelines while waiting in line and while moving through the building.</li> <li>● Once a student is seated, they will not be allowed to get up until they have finished their breakfast.</li> <li>● No food will be allowed to leave the cafeteria.</li> <li>● No outside food will be allowed in the school building.</li> </ul>	<ul style="list-style-type: none"> <li>● Movement within the building will be VERY limited. This includes students and staff.</li> <li>● Students and staff are expected to follow directional instructions (taped on the floor and posted signs).</li> <li>● Students and staff are expected to follow “Social Distancing” guidelines at ALL times while moving throughout the building.</li> <li>● See attached maps</li> </ul>	<ul style="list-style-type: none"> <li>● Restrooms will be locked during class change to ensure social distancing and adhere to safety guidelines.</li> <li>● Students will be allowed to use the restrooms during class time at the discretion of their teacher.</li> <li>● Only 1 student at a time will be allowed to leave a classroom.</li> <li>● Students and staff are expected to follow “Social Distancing” guidelines while utilizing the restrooms.</li> </ul>

Lunch Procedures	Visitors	Dismissal Procedures
<ul style="list-style-type: none"> <li>● Masks and/or Face Coverings MUST be worn in the building at ALL times (exception: While eating breakfast/lunch in the cafeteria).</li> <li>● Seats will be clearly marked as to where students are allowed to sit.</li> <li>● Once a student is seated, they will not be allowed to get up until they have finished their lunch.</li> <li>● No food will be allowed to leave the cafeteria.</li> <li>● No outside food will be allowed in the school building.</li> </ul>	<p style="text-align: center;"><b>PHASE 2 / PHASE 3</b></p> <ul style="list-style-type: none"> <li>● ONLY HCS staff &amp; volunteers that are “Essential” will be allowed into the school building.</li> <li>● No visitors will be allowed to enter the main office without a scheduled appointment. We will follow very strict CDC/HCS Guidelines.</li> <li>● No “Non-Essential” visitors, staff, vendors/contractors will be allowed into the school building.</li> <li>● If you need to dismiss a student early, you will need the following: <ul style="list-style-type: none"> <li>○ Valid Photo ID</li> <li>○ Be listed in PS or on the Emergency Card</li> </ul> </li> </ul> <p style="text-align: center;"><b>**POLICY CHANGE**</b></p> <p style="text-align: center;"><b>**You will be asked to remain in the designated area and use our new “Kiosk” system to scan your ID and sign your student out. The front office staff will call your student down once you have been approved.</b></p>	<p style="text-align: center;"><b>**During Phase II &amp; Phase III - We will dismiss in waves**</b></p> <ul style="list-style-type: none"> <li>● Wave 1: (2:10) Student Drivers and 1st Wave Bus Riders</li> <li>● Wave 2: (2:15) Car Riders (to Front Porch) and 2nd/3rd Wave Bus Riders (to Old Gym - will sit by Bus #) These students will be dismissed to their bus as they arrive.</li> <li>● Athletes and those students that are participating in extracurricular activities MUST report directly to their designated area.</li> </ul> <p style="text-align: center;"><b>**No students will be allowed to wander the building after school - Everyone MUST report to their assigned area**</b></p> <ul style="list-style-type: none"> <li>● <b>HCS @ Home students and A/B students that are coming back for athletic practice/extra curricular activities cannot arrive back on campus before 2:45.</b></li> </ul>

Sick Students/Staff	Classroom Expectations	Student Parking Policy
<ul style="list-style-type: none"> <li>● If a student becomes ill/sick while at school, they will be evaluated by our school nurses. If the individual is showing signs/symptoms of COVID-19, the individual will be isolated and parent(s) will be notified.</li> <li>● If a staff member becomes ill/sick while at school, they will be evaluated by our school nurses. If the individual is showing signs/symptoms of COVID-19, the individual will be isolated HCS guidelines/protocols will be followed.</li> <li>● Teachers: If a student becomes ill/sick in your classroom, please send them to the nurse to be evaluated. Please call the nurse to inform them a student is coming (name) and why you are sending them. Following the nurse's evaluation, they will inform Admin what the next steps should be. All HCS guidelines/protocols will be followed.</li> </ul>	<ul style="list-style-type: none"> <li>● Students and Teachers MUST wear their masks/face coverings at ALL times while in the building (exceptions: Breakfast and Lunch).</li> <li>● Students will be expected to practice "Social Distancing" while in their classrooms.</li> <li>● Students will be seated at least 6 feet apart from one another.</li> <li>● All students will "Face" the same direction in their seats.</li> <li>● During class change, teachers are expected to use the provided cleaner to clean/sanitize desks/tables and any high touch points in the classroom.</li> <li>● Avoid allowing students to mingle and move around while in the classroom.</li> <li>● Students will be allowed to use the restroom during class at the discretion of their teacher - Students MUST use the RR that is closest to their scheduled class.</li> <li>● Students are expected to bring their fully charged chromebook/device and earbuds/headphones to every class, every day.</li> </ul>	<p>Students (Sophomores, Juniors and Seniors) that have a valid driver's license and current insurance will be eligible to purchase a parking spot for the school year.</p> <ul style="list-style-type: none"> <li>● Parking Spots are \$25 and can ONLY be purchased from our school website:</li> </ul> <p style="text-align: center;"><b>POLICY CHANGE!!</b></p> <p style="text-align: center;"><b>Parking spots will ONLY be sold in the following parking lots: (Black, Red, Green)</b>  <b>- No spaces will be sold in the Gold lot.</b></p> <p style="text-align: center;"><b>Your parking tag ONLY reserves a spot - No one will be assigned a specific numbered spot - Spots will be first come, first serve</b></p>

**\*\* Please note: During Phase 3, some of these procedures might be phased out. You are to follow the above procedures until administration has given approval for changes.**

#### **Phase 4-- Operate Normally**

- Normal seating
- Commons can be used.
- If a student or employee is sick, stay home.
- Please notify administration immediately if you have a positive COVID-19 test.
- Please continue to use hand washing and sanitation protocols in your classroom. We will have flu season, strep, colds, etc. to battle during the school year as well.
- Please make sure you follow procedures in the Ooltewah High School Handbook.