

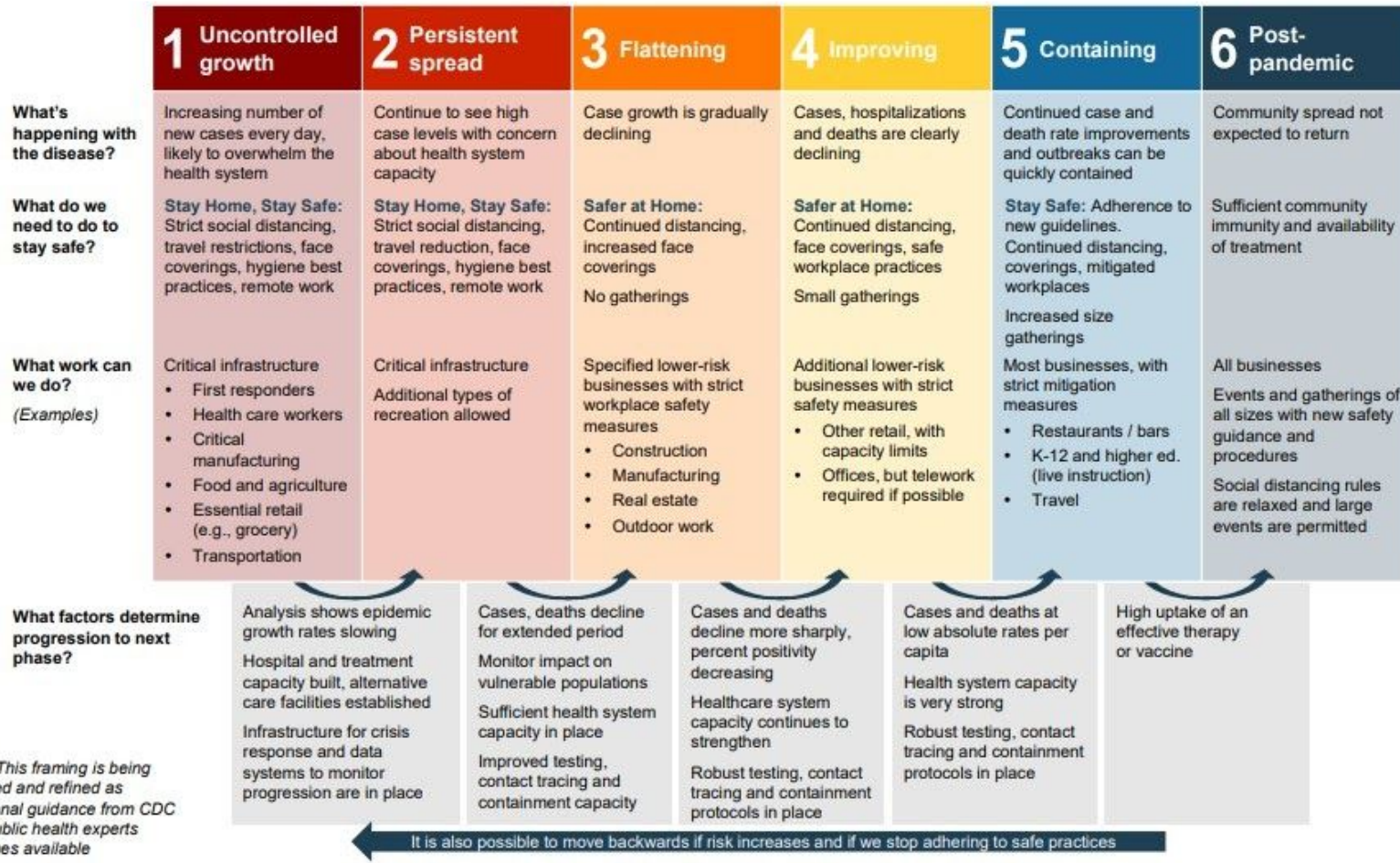
# NILES CEDAR LANE 2020 - 2021 SCHOOL REOPENING PLANS

\*Niles Cedar Lane High School and Niles Community Schools will continue to adjust to any new state mandate provided by the governing bodies including, but not limited to, the MDHHS and MHSAA. Below is a broad comparison chart to assist families in comparing the nature of each phase's learning plan at Niles Cedar Lane High School.

2/25/21 UPDATE

	PHASE 3	PHASE 4	PHASE 5
LEARNING FORMAT	FULL REMOTE LEARNING (SCHOOL BUILDING CLOSED TO PUBLIC)	DAILY IN PERSON LEARNING WITH STRINGENT SAFETY PROTOCOLS	DAILY IN PERSON LEARNING WITH PROACTIVE SAFETY PROTOCOLS
CLASS TRANSITIONS	N/A (STUDENTS WILL ATTEND SCHOOL REMOTELY)	ALL STUDENTS AND STAFF WILL WEAR MASKS WHILE IN THE BUILDING BOTH DURING TRANSITIONS AND DURING CLASSTIMES	ALL STUDENTS AND STAFF WILL WEAR MASKS WHILE IN THE BUILDING BOTH DURING TRANSITIONS AND DURING CLASSTIMES
PERSONAL PROTECTION EQUIPMENT	N/A (STUDENTS WILL ATTEND SCHOOL REMOTELY)	FACE MASKS REQUIRED (SCHOOL WILL PROVIDE FREE MASKS IF DESIRED) AND SOCIAL DISTANCING FACILITATED	FACE MASKS OPTIONAL (SCHOOL WILL PROVIDE FREE MASKS IF DESIRED) AND SOCIAL DISTANCING FACILITATED
FOOD SERVICE	WILL BE PUBLISHED VIA SCHOOL WEBSITES AND SOCIAL MEDIA AS DETERMINED	CONTACTLESS BREAKFAST AND CONTACTLESS HOT LUNCH OPTIONS WILL BE AVAILABLE FOR PURCHASE	CONTACTLESS BREAKFAST AND CONTACTLESS HOT LUNCH OPTIONS WILL BE AVAILABLE FOR PURCHASE
TRANSPORTATION	N/A (STUDENTS WILL ATTEND SCHOOL REMOTELY).	BUS ROUTES PROVIDED (MASKS REQUIRED ON BUS)	BUS ROUTES PROVIDED (MASKS OPTIONAL ON BUS)
ATHLETICS/ EXTRACURRICULAR ACTIVITIES	NOT APPLICABLE	NOT APPLICABLE	NOT APPLICABLE
ALTERNATIVE 2020 - 2021 100% ONLINE VIRTUAL SCHOOL OPTION AVAILABILITY	AVAILABLE TO NCS STUDENTS FREE OF CHARGE THROUGH VIKINGS	AVAILABLE TO NCS STUDENTS FREE OF CHARGE THROUGH NCL	AVAILABLE TO NCS STUDENTS FREE OF CHARGE THROUGH NCL

# MI SAFE START PLAN



*Note: This framing is being updated and refined as additional guidance from CDC and public health experts becomes available*

# NILES COMMUNITY SCHOOLS RETURN TO LEARNING

## Niles Cedar Lane

### Phase Four and Five: Fall 2020 Reopening Plan

Phase Four: *In Person Learning Daily With Stringent Safety Protocols*

(Masks Required for Students and Staff)

Phase Five: *In Person Learning Daily With Strong Safety Protocols*

(Same Plan as Phase Four Except

Masks Recommended for Students and Staff)

2/25/21 UPDATE

### Before School - Drop-off, Breakfast, & Supervision:

Student and Parent/Guardians Expectations	Staff Expectations:
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>• Screen student daily for symptoms associated with COVID-19, at home, prior to coming to school. If they exhibit any respiratory or gastrointestinal symptoms, or have a temperature of 100.4 or greater, they should stay home and absences should be reported to the NCL office. Review COVID symptoms.</li><li>• Symptomatic individuals may not attend school until they have tested negative on a molecular (PCR) test, or have completely recovered according to CDC guidelines.</li><li>• Students who either test positive or are close contacts of those who test positive should follow the guidance issued by MDHHS as well as Local Health Departments. If individuals are considered close contacts, but do not have symptoms, they should nonetheless quarantine for 10 days, per CDC guidance. They should only resume normal activities if they have no symptoms. Contacts who do exhibit symptoms should get tested immediately.</li></ul>	<p>Professional Staff:</p> <ul style="list-style-type: none"><li>• Staff should screen daily for symptoms associated with COVID-19, at home, prior to coming to school. If they exhibit any respiratory or gastrointestinal symptoms, or have a temperature of 100.4 or greater, they should stay home.</li><li>• Symptomatic individuals may not attend school until they have tested negative on a molecular (PCR) test, or have completely recovered according to CDC guidelines.</li><li>• Staff who either test positive or are close contacts of those who test positive should follow the guidance issued by MDHHS as well as Local Health Departments. If individuals are considered close contacts, but do not have symptoms, they should nonetheless quarantine for 10 days, per CDC guidance. They should only resume normal activities if they have no symptoms. Contacts who do exhibit symptoms should get tested immediately.</li><li>• Complete daily online screening process prior to entry into the</li></ul>

- Only enter the school through the main office doors.
  - Prioritize visits to minimize office visitor traffic.
  - No building access beyond the office will be permitted for visitors.
- Ensure successful transport of student to school:
  - Bus: Ensure students successfully board the bus.
  - All students enter at main NCL entrance on west side of building

Students

- Sanitize hands and wear an approved face mask on the bus.
- Sit in an assigned seat on the bus for the duration of the trip.
- Adhere to all bus rules throughout the entire ride.
- Exit the bus when directed by the driver.
- Enter the school through the main NCL entrance on the west side of the building.
- Enter the gym, continue to wear a face mask while in the building, and follow staff directions for maintaining social distancing during breakfast time. Sanitize hands if eating breakfast. Students will be allowed to add/get belongings at the assigned locker as directed by staff but there will be no congregating.
- Students will be directed to sit at designated tables/seats and must leave their masks on until seated and eating.
- Once finished eating, students will need to remask.
- The gym will continue to be monitored to ensure efficiency and social distancing.
- Follow staff instructions for release to first hour rooms.
- Sanitize hands when entering the first hour, sit at your assigned seat until class starts.

Arrival and Dismissal:

- All students must enter and exit by the main NCL entrance on the west side of the building.
- Pick up locations are also the same as drop off locations.

building.

- Wear a mask at all times while in the building.
- Report to designated supervisory locations by no later than 7:30 am if applicable.
- Supervise hallways and classrooms to ensure students are reporting immediately to the gym. Ensure students are not congregating in hallways or common spaces.
- Contact the NCL office if a student is observed to have a fever or COVID-19 related symptoms.
- Staff should socially distance at all times as recommended.

Bus Drivers:

- Wear a mask at all times while students are on the school bus.
- Provide student riders with reminders of school bus expectations and safety guidelines.
- Report repeated expectation violators to the NCL office for disciplinary consequences.
- Ensure the bus is disinfected following the completion of each route using cleaning and disinfecting protocols.

Administration:

- Ensure designated doors are opened for arrival at appropriate times.
- Ensure adequate supervision is provided in drop-off locations, entrances, hallways, and classrooms.
- Ensure proper signage is installed in hallways and common areas to promote social distancing, quality hygiene, and hallway traffic patterns.
- Provide expectations, communications and reminders.
- Provide expectation violation warnings to students and parents/guardians.
- Issue disciplinary consequences for repeated expectation violators.
- Ensure designated student entry doors are closed after arrival at 8:00 am.

## During School - Instructional Time (The Classroom):

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations:</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>● Screen student daily for symptoms associated with COVID-19, at home, prior to coming to school. If they exhibit any respiratory or gastrointestinal symptoms, or have a temperature of 100.4 or greater, they should stay home and absences should be reported to the NCL office. Review COVID symptoms.</li><li>● Symptomatic individuals may not attend school until they have tested negative on a molecular (PCR) test, or have completely recovered according to CDC guidelines.</li><li>● Discourage students from sharing items and food at school.</li></ul> <p>Students:</p> <ul style="list-style-type: none"><li>● Wear a mask at all times. Masks should fit snugly, with no gaps, and should be worn over the nose and mouth.</li><li>● Do not share personal items or food with other students.</li><li>● Sit in an assigned seat and practice social distancing from peers whenever possible.</li><li>● Transition between classrooms at the end of each period.<ul style="list-style-type: none"><li>○ Avoid clustering at doorways.</li><li>○ Follow designated hallway traffic patterns.</li><li>○ Locker access will be limited but allowed if students follow proper protocols.</li></ul></li><li>● Assist with the clean of desks and seats as directed by teachers at the conclusion of each class before transitioning. Teachers will supervise and will handle EPA approved disinfectants.</li></ul>	<p>Professional Staff:</p> <ul style="list-style-type: none"><li>● Staff should screen daily for symptoms associated with COVID-19, at home, prior to coming to school. If they exhibit any respiratory or gastrointestinal symptoms, or have a temperature of 100.4 or greater, they should stay home.</li><li>● Symptomatic individuals may not attend school until they have tested negative on a molecular (PCR) test, or have completely recovered according to CDC guidelines.</li><li>● Wear a mask or face shield or use a plexiglass barrier at all times while in the instructional space as per current BCHD guidance.</li><li>● Ensure classroom desks are organized into forward facing rows and are arranged in a manner that provides adequate distance from other students.</li><li>● Ensure students maintain distance whenever possible.</li><li>● Monitor hallways during transitions to ensure designated traffic patterns and address any issues with social distancing.</li><li>● Eliminate shared classroom materials that cannot be disinfected between individual uses.</li><li>● In non-HVAC classrooms, keep the classroom doors and windows open (weather permitting and as possible) to maximize airflow and reduce the number of touches to door handles.</li><li>● HVAC classroom doors will remain closed and locked during class time. Teachers will facilitate a safe protocol for students entering and exiting during class time (e.g. a designated door opener) to reduce the number of touches on door handles.</li><li>● During the last two-three minutes of class time, the teacher will move students away from desk areas in order to disinfect the desktop areas. Teachers will disinfect door handles during transitions.</li><li>● For classrooms without sinks, teachers will build in hand sanitizing protocols to ensure students are sanitizing hands.</li><li>● Issue restroom passes when requested by students in a staggered manner to limit clustering.</li><li>● Provide expectation communications and reminders to students.</li><li>● Report repeated expectation violators to the main office for disciplinary consequences and/or parent involvement..</li><li>● Monitor student movement to prevent clustering at doorways.</li></ul>

Administration:

- Ensure room time to allow teachers to adequately arrange furniture to be physically distanced as much as possible.
- Ensure proper signage is installed in classrooms to promote social distancing, quality hygiene, and hallway traffic patterns.
- Ensure classrooms are disinfected between transition periods.
- Ensure disinfecting and personal protective equipment supplies are readily available for custodians and teaching staff.
- Provide adequate supplies to support hand hygiene (including soap, hand sanitizer with at least 60% alcohol for safe use by staff and students, paper towels, tissues, and signs reinforcing proper hand washing techniques).
- Provide expectations, communications and reminders.
- Provide expectation violation warnings to students and parents/guardians.
- Issue disciplinary consequences for repeated expectation violators.



## During School - Hallways, Lockers, & Common Areas:

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations:</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>● Encourage students to utilize social distancing practices and wear masks properly while at school. Masks should fit snugly, with no gaps, and should be worn over the nose and mouth.</li><li>● Ensure students have all learning materials packed in their backpack before departing for school each day.</li><li>● Check to ensure students only bring necessary items to school.</li><li>● Provide students with a transparent reusable water bottle.<ul style="list-style-type: none"><li>○ A water bottle filling station is available for student use.</li></ul></li></ul> <p>Students:</p> <ul style="list-style-type: none"><li>● Wear a mask at all times. Masks should fit snugly, with no gaps, and should be worn over the nose and mouth.</li><li>● Students may not visit lockers without permission from a staff member.</li><li>● Carry a transparent reusable water bottle throughout the day as water fountains will not be available for use.</li><li>● Adhere to all expectations in the NCL Student Handbook and Code of Conduct.</li><li>● Follow all signage directions in the hallways and common areas.</li><li>● Students may not share lockers or personal items/food with other students.</li></ul>	<p>Professional Staff:</p> <ul style="list-style-type: none"><li>● Wear a mask and/or face shield as per current BCHD Guidance. Masks should fit snugly, with no gaps, and should be worn over the nose and mouth.</li><li>● Supervise hallways during transition periods to ensure students are reporting immediately to assigned classrooms. Ensure students are not congregating in hallways or common spaces.</li><li>● Permit students to carry backpacks between classes to limit clustering in the hallways during transitions.</li><li>● Provide students with permission to visit their assigned lockers on a staggered basis to prevent clustering and promote social distancing.</li><li>● Provide expectation communications and reminders to students.</li><li>● Report repeated expectation violators to the main office for disciplinary consequences and/or parent involvement. .</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>● Ensure classroom doors are propped open to reduce the possibility of contact transmission during transition periods.</li><li>● Ensure adequate supervision is provided in all hallways and common areas during transition periods.</li><li>● Ensure proper signage is installed in hallways and common areas to promote social distancing, quality hygiene, and hallway traffic patterns.</li><li>● Provide expectation communications and reminders to students.</li><li>● Provide expectation violation warnings to students and parents/guardians.</li><li>● Issue disciplinary consequences for repeated expectation violators.</li><li>● Supervise the cleanliness of all hallways, lockers, and common areas.</li></ul>

# During School - NCL Office & Medical Isolation Room:

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations:</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>● Screen student daily for symptoms associated with COVID-19, at home, prior to coming to school. If they exhibit any respiratory or gastrointestinal symptoms, or have a temperature of 100.4 or greater, they should stay home and absences should be reported to the NCL office. Review COVID symptoms.</li><li>● Symptomatic individuals may not attend school until they have tested negative on a molecular (PCR) test, or have completely recovered according to CDC guidelines.</li><li>● Only attempt to enter NCL through the main office entrance.<ul style="list-style-type: none"><li>○ Parents/guardians must wear a mask to enter the NCL office and building.</li></ul></li><li>● Prioritize visits to minimize office visitor traffic. No building access beyond the NCL office will be permitted to visitors.</li><li>● Ensure emergency contact information is up to date in the event the NCL office staff needs to contact a parent/guardian.</li><li>● Ensure there are multiple, pre-arranged methods of getting a student home from school should they become ill or exhibit COVID-19 symptoms.</li><li>● Read all email and SMS text communications from the NCL office regularly.<ul style="list-style-type: none"><li>○ Respond to messages promptly when appropriate.</li><li>○ Ensure emails are up to date throughout the school year.</li></ul></li></ul> <p>Students:</p> <ul style="list-style-type: none"><li>● Wear a mask at all times. Masks should fit snugly, with no gaps, and should be worn over the nose and mouth.</li><li>● Use designated entrances and exits doors when visiting the NCL office to limit cross traffic or bottle necking when traveling.</li><li>● Follow social distancing guidelines when in the NCL office.</li><li>● Wear a school provided surgical grade mask when exhibiting a fever or other COVID-19 symptoms.</li></ul>	<p>Professional Staff (NCL Office Staff):</p> <ul style="list-style-type: none"><li>● Staff should screen daily for symptoms associated with COVID-19, at home, prior to coming to school. If they exhibit any respiratory or gastrointestinal symptoms, or have a temperature of 100.4 or greater, they should stay home.</li><li>● Symptomatic individuals may not attend school until they have tested negative on a molecular (PCR) test, or have completely recovered according to CDC guidelines.</li><li>● Wear a mask and/or face shield and/or use a plexiglass barrier at all times as per current BCHD guidance.</li><li>● Ensure the NCL office workspace is kept clean. Sanitize common surfaces regularly throughout the day.</li><li>● Ensure social distancing protocols are followed whenever possible.</li><li>● Isolate any student who possesses a fever of 100°F and/or COVID-19 related symptoms in the designated isolation area.<ul style="list-style-type: none"><li>○ Contact sick students' parents/guardians and facilitate student pick-up from school.</li><li>○ Contact administration immediately to notify them of illness.</li></ul></li><li>● Ensure the designated isolation area is disinfected by a custodian immediately after the space is vacated by the ill student.</li><li>● Ensure doors to the designated isolation area are open to minimize the use of door handles to ensure maximum airflow to the area when not in use.</li><li>● The school principal and secretary should be contacted at the school office regarding all COVID-19 concerns.</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>● Install protective barriers as needed to protect employees working in the isolation area.</li><li>● Ensure proper signage is installed in the NCL office and medical isolation room to promote social distancing and quality hygiene.</li><li>● Ensure regular cleaning and disinfecting takes place in the NCL office and medical isolation area.</li><li>● Ensure seating areas are properly physically distanced in the NCL office.</li><li>● Ensure the medical isolation room is properly supervised when in use.</li></ul>



## During School - Lunch Service:

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations:</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>● Teach students healthy and hygienic eating habits.</li><li>● No visitors will be permitted to eat lunch with students.</li><li>● Outside food deliveries will not be permitted during lunch service.</li></ul> <p>Students:</p> <ul style="list-style-type: none"><li>● Follow staff directions when releasing to the gym for lunch.</li><li>● Follow staff direction for social distancing, receiving lunches, and seating during lunch.</li><li>● Students who bring lunch may access lunch with staff permission.</li><li>● Wash and/or sanitize hands prior to eating.</li><li>● Stay seated during the duration of the lunch period.</li><li>● Do not share food with peers during lunch.</li><li>● Students may take off mask to eat while sitting in their assigned seats</li><li>● Request permission to leave the classroom and utilize the restroom.</li><li>● Follow all staff directions for social distancing and mask wearing during any outdoor time.</li><li>● Follow staff directions when releasing to 4th hour classrooms.</li></ul>	<p>Professional Staff (Supervisory Duty):</p> <ul style="list-style-type: none"><li>● Supervise hallways and designated eating areas to ensure students are social distancing during lunch service.</li><li>● Wear a mask or face shield while circulating around designated eating areas.</li><li>● Social distance from students as much as possible.</li><li>● Provide expectation communications and reminders to students.</li><li>● Report repeated expectation violators to the main office for disciplinary consequences.</li><li>● Monitor and issue passes for restroom use during lunchtime.</li><li>● Monitor social distancing during passing to 4th hour classes.</li></ul> <p>Professional Staff (Lunch Break):</p> <ul style="list-style-type: none"><li>● Release students to the gym on a designated room-by-room basis.</li><li>● Monitor the hallway area outside of classrooms to ensure students do not congregate after dismissal and travel directly to lunch.</li><li>● Wear a mask or face shield while traveling in the hallway and wash hands prior to eating lunch. Sanitize the eating location prior to the start of lunch.</li><li>● Staff may take off masks to eat lunch.</li><li>● Social distance with colleagues while eating lunch during designated lunch break.</li></ul> <p>Cafeteria Staff:</p> <ul style="list-style-type: none"><li>● Wear masks and/or face shields as per current BCHD guidance during food preparation and while serving all meals to students and staff. When possible, stay behind protective barriers.</li><li>● Clean and disinfect serving areas after lunch.</li><li>● Serve all food to students.<ul style="list-style-type: none"><li>○ Students will not self-serve any food items.</li><li>○ No à la carte options will be offered to students.</li></ul></li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>● Ensure that there is enough seating provided to ensure social distancing can be practiced. Develop additional eating areas as needed to permit social distancing.</li><li>● Ensure that the doors to designated lunch service and eating area doors are propped open by the start of lunch service.</li></ul>

- Ensure adequate supervision is provided in all lunch service areas.
- Ensure proper signage is installed in hallways, lunch service areas, and eating areas to promote social distancing, quality hygiene, and hallway traffic patterns.
- Provide expectation communications and reminders to students.
- Provide expectation violation warnings to students and parents/guardians.
- Issue disciplinary consequences for repeated expectation violators.
- Supervise the cleanliness of all eating locations during lunch service.

## During School - Meetings & Conferences:

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations:</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>• Communicate general inquiries to professional staff using the district provided learning management system (Google Classroom) or teachers' email addresses.</li><li>• Participate in virtual meetings when requested by the NCL staff.</li><li>• Notify the school if there is a personal technology barrier that would prevent participation in a virtual meeting prior to the scheduled appointment.</li></ul> <p>Students:</p> <ul style="list-style-type: none"><li>• Participate in virtual meetings as requested by parents/guardians or school staff.</li><li>• Wear a mask when attending in person meetings with staff members.</li><li>• Follow all social distancing protocols when meeting with a staff member at school.</li></ul>	<p>Professional Staff:</p> <ul style="list-style-type: none"><li>• When invited, attend required virtual meetings using district provided technology.</li><li>• Wear a mask and/or face shield as per current BCHD guidance when attending in person meetings with staff members and/or students.</li><li>• Follow all social distancing protocols when meeting with staff members and/or students.</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>• Ensure parents/guardians understand how to participate in virtual meetings.</li><li>• Ensure social distancing guidelines are followed when in person meetings are held between students and staff.</li><li>• Ensure furniture and seating options permit social distancing throughout the building.</li></ul>

## During School - Restrooms

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations:</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>• Teach students healthy and hygienic restroom habits.</li></ul> <p>Students:</p> <ul style="list-style-type: none"><li>• Wear a mask at all times. Masks should fit snugly, with no gaps, and should be worn over the nose and mouth.</li><li>• Obtain staff member permission to travel to the restroom during instructional time.</li><li>• Follow all signage in the hallways, common areas, and restrooms.</li><li>• Observe social distance while in the restroom as much as possible.</li><li>• If all open restroom stalls are in use, exit the restroom and wait on social distance floor markings outside the restroom entrance.</li><li>• Students are required to wash hands prior to leaving the restroom.</li></ul>	<p>Professional Staff:</p> <ul style="list-style-type: none"><li>• Assist in the supervision of restrooms, hallways, and common areas during transition times.</li><li>• Issue restroom passes to students when requested during instructional time.</li><li>• When possible, stagger the use of the restroom to avoid clustering.</li><li>• Provide expectation communications and reminders to students.</li><li>• Report repeated expectation violators to the main office for disciplinary consequences.</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>• Ensure proper signage is installed in restrooms to promote social distancing, quality hygiene, and hallway traffic patterns.</li><li>• Provide expectation communications and reminders to students.</li><li>• Provide expectation violation warnings to students and parents/guardians.</li><li>• Issue disciplinary consequences for repeated expectation violators.</li><li>• Supervise the cleanliness of all restrooms.</li></ul>

## After School - Pick-up & Bus Transportation:

<b>Student and Parent/Guardians Expectations</b>	<b>Staff Expectations:</b>
<p>Parents/Guardians:</p> <ul style="list-style-type: none"><li>• Ensure students understand how they are supposed to travel home at the end of each day.</li><li>• Adhere to the pick-up process if picking-up students at the end of the school day.</li></ul> <p>Students:</p> <ul style="list-style-type: none"><li>• Avoid clustering at doorways and in hallways.</li><li>• Follow designated hallway traffic patterns.</li><li>• Walkers, student drivers, and pick up students will exit by the main NCL doors on the west side of the building after using their locker.</li><li>• All students exit at main NCL entrance on west side of building.</li><li>• Adhere to social distancing guidelines in the hallways and outdoors.</li><li>• Wear a mask after dismissal when traveling to the bus or pick up area.</li><li>• Adhere to social distancing guidelines while lining up for the bus.</li><li>• Sanitize hands and wear a face mask on the bus.</li><li>• Sit in an assigned seat on the bus for the duration of the trip.</li><li>• Adhere to all bus rules throughout the entire ride.</li><li>• Deposit school issued masks in the return basket when exiting the bus.</li><li>• Exit the bus when directed by the driver.</li></ul>	<p>Professional Staff:</p> <ul style="list-style-type: none"><li>• Wear a mask and/or face shield as per BCHD guidance at all times.</li><li>• If applicable, report to end of day designated supervisory locations as directed to supervise hallways to ensure students are not congregating in common areas and are following social distancing guidelines.</li></ul> <p>Administration:</p> <ul style="list-style-type: none"><li>• Ensure designated doors are propped open for dismissal.</li><li>• Ensure designated doors are closed after dismissal.</li><li>• Ensure adequate supervision is provided in pick-up locations and bus lines.</li><li>• Ensure proper signage is installed to promote social distancing, quality hygiene, and hallway traffic patterns.</li><li>• Provide expectations, communications and reminders.</li><li>• Provide expectation violation warnings to students and parents/guardians.</li><li>• Issue disciplinary consequences for repeated expectation violators.</li></ul>

After School - Athletics: Not Applicable

After School - Extracurricular Activities: Not Applicable