Sudbrook Magnet Middle School Opening Information

(Arrival: 8:30 am and Dismissal: 3:15 pm)

Introductory statement: Sudbrook Magnet Middle School is committed to the health and safety of all students and staff. Mitigation protocols will be followed to ensure screening, social distancing whenever possible, and sanitizing so that a clear focus will be on instructing students by explicitly teach content aligned to the rigor of the standards. Use this site to find all resources related to COVID for Baltimore County Public Schools.

<table>
<thead>
<tr>
<th>Arrival &amp; Dismissal Procedures:</th>
<th>Face Covering:</th>
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<tbody>
<tr>
<td>• At 8:15 a.m., students will be permitted to be released from buses in a staggered fashion, with only two busloads of students released at a time.</td>
<td>• Face coverings are required for all persons in a BCPS facility or vehicle as well as on BCPS property. Face coverings are required during transportation to/from school on a bus as well as outdoors on campuses.</td>
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<td>• Students will enter the building by following a path under the portico of the auditorium and front lobby entrance for bus riders, and through the back entrance and cafeteria doors (after all buses have arrived) for car riders.</td>
<td>• Each school, office, and school bus will have a supply of disposable face coverings for students and employees who forget their face covering or whose face covering becomes soiled or damaged.</td>
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<td>• Students needing breakfast will receive their breakfast from kiosks located in the auditorium lobby and car riders will receive their breakfast from kiosks located in the auditorium and cafeteria.</td>
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<td>• Lunch tables will be appropriately distanced and students will be appropriately separated in the cafeteria in order to maintain appropriate distancing.</td>
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<td>• An administrator or designee will be stationed at the bus drop-off/pick-up area in the morning.</td>
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<td>• Students walking or being dropped off at school will be asked to follow social distancing guidelines (remain three feet apart whenever possible).</td>
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<td>• An administrator/designee and staff will be stationed at the main entrance to help remind students entering SMMS to remain socially distanced whenever possible and to wear their masks.</td>
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<td>• Teachers will have all students ready to dismiss two minutes before the bell. All students will remain in their seats until dismissal.</td>
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<td>• Car riders will be released first out of the back doors (back parking lot area) and load directly into cars in the line. A staff member will be stationed at the corner and another with a radio at the end of the car line. The other staff who will be assisting with traffic flow will start in the parking lot by parents’ cars, supervising students. The staff at the intersection will stop all traffic from entering the parking lot before dismissal begins. Students riding buses will be dismissed via intercom announcement at a staggering rate based on hallway capacity.</td>
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<th>Screening &amp; Stay Home When Appropriate:</th>
<th>Social Distancing:</th>
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<tr>
<td>• All employees and students are expected to screen themselves daily for symptoms of COVID-19.</td>
<td>• Classroom furniture is arranged to provide a 2-3 feet separation between students when possible.</td>
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• **Remain home** if you have symptoms, confirmed COVID-19 illness, had recent contact with a person with COVID-19 and/or awaiting test results.

**Hand Hygiene:**
- Times for handwashing or use of hand sanitizer to include before and after meals, upon arrival to schools’ offices and home, before and after use of any shared items, after use of the restroom, after sneezing/coughing and other time hands are contaminated.
- Building Service Workers will perform frequent cleaning and disinfection of high-contact surfaces and any shared items, at least daily.
- Promote hand washing before and after touch of shared use items.
- Sudbrook will maintain sufficient supplies of soap, paper towels, and hand sanitizer.

**Breakfast & Lunch:**
- Students needing breakfast will receive their breakfast from kiosks located in the auditorium lobby and car riders will receive their breakfast from kiosks located in the cafeteria.
- Free lunch is available for all students including students with dietary restrictions.
- Classes will be sent to lunch on schedule and assigned places to eat by the number of students.
- Students will have an assigned seat for contact tracing and will be logged in their
- Students will be required to use hand sanitizer before and after lunch.
- Students will be provided with a daily 30 minute lunch period and a 10-minute brain break (outside when weather permits).

**Supplies & Devices:**
- 2 pens
- 2 sharpened pencils with erasers
- 1 small binder with lined paper
- 1 set of headphones
- 2 Highlighters
- 1 pack of crayons, colored pencils, or markers
- 3 dry erase markers
- 1 dry erase eraser
- ELA novel
- Students will be responsible for bringing their charged Chromebook and Window Devices with them every day to class under the hybrid learning schedule.

**Visitors:**
- To visit a BCPS school, visitors must have an appointment.
- Visits will be conducted in-person, remotely or outside, whenever possible.
- If an indoor visit is required, visitors will be required to wear a face coverings and practice social distancing.
- The number of people admitted to the building will be reduced from the normal capacity.

**Student Expectations**
- Students are expected to make attendance a priority and attend school regularly unless they are feeling ill.
- Students will log in to Schoology daily when in school and complete all assignments by the assigned due date.
- Students will regularly check Schoology and their Schoology email for announcements and updates from teachers and staff and will respond to any teacher communication within 24 hours.
- Students will adhere to the Acceptable Use Policy for technology and will refrain from utilizing their technology in an inappropriate manner.
- Students will adhere to the Baltimore County Code of Conduct. For more information, visit the BCPS Student Handbook.
- Students will refrain from using their technology to capture any images or recordings of classroom activities unless prior permission is obtained.

**Class Transitions**
- When students are traveling in the hallway, they will be guided by two-way hallways and remain to the right of the hallway.
- Bathrooms will be open during transitions. All bathroom usage will be facilitated by the teacher during class time.
- No lockers will not be used during hallway transitions unless the student is going to lunch.
- During the last 2-3 minutes of class, teachers will facilitate cleaning procedures of desks and have all students line up (spaced apart) inside the classroom to prepare for appropriate distanced hallway travel.
- Students are responsible for following academically honest when completing all assignments.
- Students are responsible for reaching out to teachers, counselors, and administrators should they start to fall behind on any assignments, activities, etc.
- Students will be responsible for bringing their charged Chromebook and Window Devices with them every day to class.

**Athletics (Secondary)/Extra Curriculars**
- Students will be able to participate in athletics and extra curricular activities using appropriate mitigation strategies related to athletic or extra curricular activity.

This [site](#) contains current information for mitigation related to athletics in BCPS.