Overlea High School’s Reopening Information
(7:45 a.m.-2:30 p.m.)

Introductory statement: Overlea High School is pleased to welcome students to Hybrid Instruction. Below are the guidelines toward ensuring a safe and healthy school environment for all staff members and Overlea scholars.

### Arrival & Dismissal Procedures
- Building will open for students at 7:30 AM; building will close for students at 2:45 PM.
- All teachers are officially on duty at 7:30 AM; classroom doors will be open and ready to accept students.
- Students arriving by bus or parent drop off will enter through the main entrance.
- After 7:45 a.m., scholars must enter through the entrance at sunshine alley (e.g. downstairs entrance to the 1st floor) and are considered late.
- Late students are expected to obtain a late pass from the late table located in Sunshine alley.
- Students will be dismissed at staggered times by floor starting at 2:25 PM to ensure social distancing.
- Students engaged in extracurricular activities or sports must report immediately to the designated meeting area.
- Scholars are only allowed to reenter the building from 2:30 p.m. to 2:45 p.m.
- Scholars are only permitted to stay at school for school related business including extracurricular activities, detention, and/or coach classes.
- Scholars are not permitted to leave the building at 2:30 and reenter after 2:45 p.m. without the permission of a member of the Overlea administrative team.
- Students must leave the building at dismissal; any student who are awaiting a ride must wait outside, practicing social distancing guidelines.

### Screening & Testing (Safety is Our True North)
- All families should screen students for symptoms prior to leaving home.
- Please use this [checklist](#) to determine if a student should or should not go to school.
- Persons with COVID-19 symptoms in school will be required to be tested or will be placed on quarantine, in alignment with guidance from the Maryland Department of Health.
- If you have questions, contact the school nurse at 443-809-5241 or kthompson11@bcps.org.

### Face Covering (Safety is Our True North)
**Requirements:** All persons, regardless of vaccination status, must wear a face covering while inside a school. Exceptions to this requirement are:
- The person is alone in a private space.
- The person is eating or drinking.
- The person has a documented physical or developmental disability that makes wearing a mask unsafe.
- The person is under the age of two.

The person is a student athlete engaged in the sport in the field of play.
- Overlea 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.
- Failure to wear masks or face coverings while on school campus, may result in a disciplinary consequence.

### Social Distancing (Safety is Our True North)
**Requirements:** Physical distancing of students from each other and between students and adults will be provided to the greatest extent possible, considering school enrollment and facility constraints. Strategies include:
- Use of classroom and cafeteria configurations that provide maximal separation between students.
- Plans for arrival, dismissal and change of classes to reduce gathering of students in any area.
- Restriction of field trips to day trips only, with plans to reduce exposure to large crowds.
- Plans for supervision of restrooms, locker rooms, and school lockers to prevent congregation of students.
- Students are not to congregate or gather in halls or any other common areas and observe social distancing.

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### Hand Hygiene *(Safety is Our True North)*

**Requirements:** Employees and students have been instructed to adhere to best practices in hand hygiene and respiratory etiquette.

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.

### Breakfast & Lunch

- Upon entering the building students may take free Grab and Go bagged breakfast from cafeteria staff with carts at several locations.
- There will be 3, 25-minute lunch shifts during 3rd period.
- All students must report to the cafeteria during their assigned lunch period.
- Lunches will be provided for free to all students, but students are welcome to pack their own lunch.
- Masks may be removed only when students are seated and eating.
- No outside breakfast food permitted after 7:45 a.m.
- No lunches may be delivered by parents or meal services during the school day.

### Supplies & Devices:

- Students should bring their charger and charged device to school each day.
- Headphones should be brought to school each day
- Students experiencing difficulty with their device should go to [https://www.bcps.org/tech-support](https://www.bcps.org/tech-support) and complete the Overlea Technology Support Request Form.
- Paper, binders, pens, and pencils should be brought to school each day.
  - Lockers will be provided by request.

### Visitors *(Safety is Our True North)*

- To visit a BCPS school, visitors must have an appointment.
- Visits will be conducted 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 limited.

### Athletics (Secondary)/Extra Curriculars

- This [site](https://www.bcps.org/athletics) contains current information for mitigation related to athletics in BCPS.
- Students engaged in extracurricular activities or sports must report immediately to the designated meeting area.
- Scholars are only permitted to stay at school for school related business including extracurricular activities, detention, and/or coach classes.

### Cleaning/Disinfecting *(Safety is Our True North)*

**Requirements:** BCPS staff will continue to provide safe and clean school environments by ensuring daily cleaning of buildings using Environmental Protection Agency (EPA) approved germicidal agents that kill coronavirus. BCPS staff 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.
- Maintain sufficient supplies of soap, paper towels, and hand sanitizer.