



Eisenhower Middle School Safety Guidelines & Information Sheet

The following document attempts to address many of the items discussed and planned for by our building-based Pandemic Response Team. We hope that you will find it useful as you prepare your middle school child to return to school. As always, if you have any questions regarding the items below or any other items related to EMS, please do not hesitate to contact the main office:

- Mr. Iasiello at ciasiello@wyckoffschools.org
- Mr. Giordano at cgiordano@wyckoffschools.org.
- You may also call our front office at 201-848-5750.

Bathroom Guidelines

Students can ask to use the restroom and sign out as usual. We will not provide a common pass for everyone. Students will use their own writing instrument to sign out and in. Students must wear a mask within the bathroom at all times. A limit of three students at a time will be allowed in a restroom. Other students must wait outside until there are less than three students in a restroom before entering to ensure proper social distancing.

Busing & Safety Measures

Both free busing and subscription busing will be implemented during this school year. Students are required to wear masks at all times at bus stops and while riding the bus. Bus drivers and students will open windows for fresh air ventilation whenever possible. Students entering and leaving buses should do so with proper distancing measures. Bus rider populations will be reduced due to the implementation of our hybrid schedule.



Classroom Safety Protocols

All students upon entering a classroom should use the provided hand sanitizer, take a provided wipe, and clean their personal surface for that class period. Teachers will indicate where students can sit to ensure 6ft of social distancing throughout the class period. This protocol will be replicated whenever a student enters a classroom.

Drop off & Entrance into the Building & Daily Temperature Checks

Buses and parents will follow the traffic pattern to drop students at the end of the horseshoe driveway. Due to necessary changes being made outside of the building, cars will no longer be allowed to drive around the building at any time. Supervision of students begins at 7:45AM, so please do not drop off your child prior to that time. Temperature screening will take place for all students using mass temperature screening devices that use safe, infrared technology. All 8th graders should enter the building using the Eisenhower Ct. 400 wing doors. All 7th grade students will enter through the Drury Lane 400 wing doors and all 6th graders will enter the building through the front entrance. Teachers will begin allowing students entry to EMS starting at 7:50 am. Once students walk through the mass temperature readers, they should report immediately to the assigned homeroom.

Hybrid Schedule

	 Hybrid																								
Middle School	Proposed Daily Schedule <table border="1"> <thead> <tr> <th></th> <th>Group 1</th> <th>Group 2</th> </tr> </thead> <tbody> <tr> <td>AM</td> <td>School</td> <td>Virtual</td> </tr> <tr> <td>PM</td> <td>School</td> <td>Virtual</td> </tr> </tbody> </table>		Group 1	Group 2	AM	School	Virtual	PM	School	Virtual															
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One of the safety measures being implemented is a shift to a hybrid schedule that rotates both in-person and virtual learning for all students. Our daily student population will be divided in half, by alphabet, to increase the likelihood of proper social distancing during school hours. 6th grade Group 1 will be decided using the last names A-H and Group 2 will be decided using the last names I-Z. 7th & 8th grades will match the high school district with Group 1 being determined by the last names A-K and Group 2 being determined by the last names L-Z. Any 6th grade student that has a sibling in grades 7-12 will be placed in their older sibling's respective grouping. Our schedule will follow two consecutive days of in-school instruction followed by two consecutive days participating virtually. Group 1 will start the year with in-person instruction on September 24th and Group 2 will begin in-person instruction on September 25th. Then on Tuesday, September 29th Group 1 will attend for two consecutive days in-person, while Group 2 participates virtually. A calendar will appear on our school's website that will

indicate both our traditional A/B day elective schedule as well as which group is in-person and which is virtual to assist parents and students in keeping track of this new approach to scheduling.

This schedule will be followed from 9/10/20 by all students (hybrid and full virtual) until 10/23/20.

PANDEMIC - Minimum Day Schedule (Lunch is not served)					
	Grade 6	Grade 7	Grade 8	Specials' Schedule	
HR	8:00-8:08 (8)	8:00-8:08 (8)	8:00-8:08 (8)	8:00-8:08 (8)	
Per 1	8:12-8:47 (35)	8:12-8:47 (35)	8:12-8:40 (28)	8:12-8:40 (28)	
Per 2	8:51-9:26 (35)	8:51-9:19 (28)	8:44-9:19 (35)	8:51-9:19 (28)	
Per 3	9:30-9:58 (28)	9:23-9:58 (35)	9:23-9:58 (35)	9:30-9:58 (28)	
Per 4	---	---	---	---	
Per 5	10:02-10:23 (21)	10:02-10:37 (35)	10:02-10:30 (28)	10:02-10:30 (28)	
Per 6	10:27-11:02 (35)	10:41-11:09 (28)	10:34-10:55 (21)	10:41-11:09 (28)	
Per 7	11:07-11:35 (28)	11:14-11:35 (21)	11:00-11:35 (35)	11:07-11:35 (28)	
Per 8	11:39-12:07 (28)	11:39-12:07 (28)	11:39-12:14 (35)	11:39-12:07 (28)	
Per 9	12:11-12:46 (35)	12:11-12:46 (35)	12:18-12:46 (28)	12:18-12:46 (28)	
Break / Lunch until 2:00PM					
	Monday	Tuesday	Wednesday	Thursday	Friday
2:00-2:23PM	Period 1	Period 3	Period 6	Period 8	Office Hours
2:28-2:51PM	Period 2	Period 5	Period 7	Period 9	Office Hours

Pandemic Advisory Days will be posted on the school [calendar](#).

PANDEMIC ADVISORY Minimum Day Schedule (Lunch is not served)				
	Grade 6	Grade 7	Grade 8	Specials' Schedule
HR	8:00-8:08 (8)	8:00-8:08 (8)	8:00-8:08 (8)	8:00-8:08 (8)
ADVISORY	8:10-8:32 (22)	8:10-8:32 (22)	8:10-8:32 (22)	8:10-8:32 (22)
Per 1	8:36-9:08 (32)	8:36-9:08 (32)	8:36-9:01 (25)	8:36-9:01 (25)
Per 2	9:12-9:44 (32)	9:12-9:37 (25)	9:05-9:37 (32)	9:12-9:37 (25)
Per 3	9:48-10:13 (25)	9:41-10:13 (32)	9:41-10:13 (32)	9:48-10:13 (25)
Per 4	--	--	--	--
Per 5	10:17-10:35 (18)	10:17-10:49 (32)	10:17-10:42 (25)	10:17-10:42 (25)
Per 6	10:39-11:11 (32)	10:53-11:18 (25)	10:46-11:04 (18)	10:53-11:18 (25)
Per 7	11:16-11:41 (25)	11:23-11:41 (18)	11:09-11:41 (32)	11:16-11:41 (25)
Per 8	11:45-12:10 (25)	11:45-12:10 (25)	11:45-12:17 (32)	11:45-12:10 (25)
Per 9	12:14-12:46 (32)	12:14-12:46 (32)	12:21-12:46 (25)	12:21-12:46 (25)
Break / Lunch until 2:00PM				
	Monday	Tuesday	Wednesday	Thursday
2:00-2:23PM	Period 1	Period 3	Period 6	Period 8
2:28-2:51PM	Period 2	Period 5	Period 7	Period 9
				Office Hours

Hallway Signage & Movement

The Eisenhower Master Schedule was created with the concept of limiting students in the hallway at one time. Grade level movement is staggered throughout the school day. This combined with having a reduced capacity of students in the building will limit hallway traffic and student interactions. Additionally, CDC signage will be posted throughout the building to help students follow proper safety protocols. The building floors will have markings to help students move through the building at a safe distance.

Lockers

We will not be using lockers to start the 2020-2021 school year. This choice was made to reduce hallway traffic and to limit areas that need to be cleaned on a daily basis. Students should bring their own bag/backpack to carry their belongings throughout the day. We encourage students to limit how much they bring each day with as few personal items as possible.

Lunch Service








Lunch will not be served during phase one of our reopening plan.

Music Classes

Performance-based music that includes singing or playing a wind-based instrument will not take place within the building. We are exploring opportunities for students to practice and perform at home and share their videos with their teacher or class for feedback. Percussion and strings will continue as normal and follow the safety guidelines established for all classrooms that include using hand sanitizer and wipes to disinfect workable areas. A possible flipped classroom approach may be used to continue music education.

Masks & Face Coverings

Masks will be worn at all times unless wearing a mask is not possible due to a current health condition. Classrooms, hallways, on the bus, etc. all require masks at all times. Students should bring several masks with them in the event that one is misplaced. We will identify times for mask breaks to take place. The only time masks do not have to be worn is if a student is outside and 6 feet apart from another person. The only permissible face coverings are masks; therefore, scarves, shirts, bandanas, etc. are not acceptable. Face shields are not an acceptable mouth covering and can only be used in combination with a mask.

	Classroom	Hallway	Restroom	Bus	Outside	Emergencies (Drills and Real)
When do I use a mask?	 At all times*	 At all times*	 At all times*	 At all times*	 Within 6 ft. from someone*	 At all times*
When can I take a mask break? 	When you are outside and greater than 6 ft from someone <ul style="list-style-type: none"> Examples: During gym class, recess, or if your teacher takes your class outside to learn. <p style="background-color: yellow; display: inline-block; padding: 2px;">* Unless wearing a mask will negatively impact your health*</p>					

Physical Education & Locker Rooms

Locker Rooms are currently closed as per NJDOE's *The Road Back*. Students are asked to wear comfortable clothes on days they have physical education in-person as they will not be changing. Sports and activities will be carefully selected whereby student contact and the sharing of materials is limited. Students will be asked to sanitize their hands after they engage in all activities. Physical Education classes will be held outside as often as possible. When outside, masks will not be worn during strenuous activities. When inside, masks will be worn and activities will be tailored to a more personalized wellness/fitness routine.

Recommended Supply List Items

While we will be supplying some of these items, we are strongly recommending that students bring their own supplies of hand sanitizer, disinfecting wipes, masks, writing instruments including pens and pencils, a backpack or bag for carrying personal items and their Chromebook, and a notebook.

Student Health

If your child(ren) is sick or feeling ill they must stay home. Our attendance policy does not require a medical note to excuse a sickness until the 4th consecutive day of absence. Given this information, if your child feels “off” in any way, they are encouraged to stay home and will be marked with “absent - excused medical.” The symptoms of COVID-19 are similar to many other common illnesses; therefore, we ask that families be extra cautious in regards to sending a sick child to school. Kindly call the attendance line or nurse’s office to let the school know of your child’s symptoms and/or sickness.

TIEE Time

TIEE Time has been eliminated from our virtual schedule in its traditional form. Our virtual afternoons will offer a similar experience using a more directed approach. Also, there will be time for students to check-in with teachers during the day during what was their normal lunch period in the schedule. This new time will also serve as our vehicle for all related services that were previously provided during TIEE.

Virtual Learning Expectations

Students are expected to join all classes on time and participate in classroom activities as if they were physically in the classroom. Official attendance will be taken in each homeroom for all in-person and virtual students each day. Below are suggested edicts for participating in virtual learning:

- Stay muted unless you are asked a question or to actively participate in a discussion.
- Participate and pay attention as if you were in the live classroom.
- The social media policy is in effect so there is no taking pictures, sharing images on social media, etc. during class time.
- You may be grouped with a student who is in class or is virtual so pay close attention to daily teacher directions.
- You may be asked to share your work with students in class.
- You should have your video on during class time so situate yourself appropriately at a desk or a work area that will promote a positive learning environment.
- Some classes may post a video or an assignment in place of a live stream. Please complete the assignments on time during the assigned period. While live streaming will be our preferred model, some classes such as physical education will not be possible to stream while students are outside of the building due to wifi limits.

Visitors & Parent Meetings

All meetings must be organized ahead of time and the majority of those meetings will be virtual. Visitors will not be permitted into the building unless there is an invitation by school administration. The dropping-off of student materials will be limited and we reserve the right to refuse any item. Food (perishable and non-perishable), money, forgotten classwork and supplies, etc. will not be allowed. Only medicine or items relative to a student's health will be accepted. Any individuals approved to attend a meeting within the school will be subject to our building's screening process which would entail a temperature check.