



# Southwest Academy Magnet School's Reopening Information

8:05 a.m.-2:35 p.m.

At Southwest Academy Magnet School (SWA), we foster a community of intentional physical and emotional safety, which are essential tenets for delivering and sustaining high quality teaching and learning. Based the COVID-19 mitigation strategies, below is a snapshot of the Southwest Academy procedures for our reopening that will help to ensure our school community's health and safety. Please access the *SWA Family Hybrid Instruction Resource Manual* for **all** information for students and families to successfully navigate the hybrid experience: [Hybrid Instruction Family Resource Manual](#)

## Arrival and Dismissal

### On-Time Arrival

As outlined on the **COVID-19 Health Screening Emergency Contact Form**, it is the parent/guardian's responsibility to conduct daily health screenings before sending your child to school. If the answer is YES to any of the questions, your child should be kept home.

- Students should arrive at school by 8:05 a.m. Upon arrival, all students should stand at one of the social distancing taped lines outside of their grade level entrance.
- Students enter the building through their **grade-level doors**.
- Students will enter the building in grade level waves. Maintaining social distancing, Grades 6 and 8 students will enter the building at 7:55 a.m.; Grade 7 students will enter the building at 7:58 a.m.
- All grade level doors will be closed at 8:05 a.m.
- Students should go directly to their homeroom class and to their assigned seat. All students should be in homeroom by 8:05 a.m.
- During extremely cold weather, extreme heat or extreme rain students may be allowed to enter the building through their grade level entrance no earlier than 7:50 a.m. While in line, students must follow the 6-ft social distancing and masking guidelines.

### Late Arrival

Students who arrive after 8:05 a.m. must enter through the main doors. Students will check in with the secretary upon entering the building and must report directly to their class.

### Walkers/Car Riders

- Students should not be dropped off at school before 7:50 a.m.
- Students arriving by car must be dropped off on the school side of Johnnycake Road. Students should not exit vehicles in the middle of the road and should not cross Johnnycake Road; nor

## Face Covering:

- 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.
- 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.

## Social Distancing:

- All staff and student desks have a plexi glass sneeze guard attached to them.
- Classroom furniture is arranged to provide 6-foot separation between students, when possible.
- Students will be dismissed to their classes in grade level waves and will maintain 6-ft social distancing.

## Screening & Stay Home When Appropriate:

- All employees and students are expected to screen themselves daily for symptoms of COVID-19.
- **Remain home** if you have symptoms, confirmed COVID-19 illness, had recent contact with a person with COVID-19 and/or awaiting test results.
- Families will receive a screening checklist and magnet with the screening practices.

## 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.

## Classroom/Hallway Expectations

Students will be dismissed to their classes in grade level waves. Students are expected to:

- Using provided supplies, wipe down their desks, plexiglass sneeze guard, and chair at the conclusion of every period.
- Wait to be dismissed by the teacher. The bell does not dismiss students.

should students be dropped off in the bus driveway. Cars are not permitted in the driveway from 7:00 a.m. – 9:30 a.m. and from 2:00 p.m. – 4:00 p.m.

**On-Time Dismissal**

Beginning at 2:29 p.m., students are dismissed in grade level waves.

- Students should not be in the school building or on school grounds after dismissal unless working with a teacher or participating in a school sponsored activity.

**Early Dismissal**

- Visitors to the building will be minimal. For students requiring a dismissal before the end of the school day, we request that the student participate in virtual instruction for that day.
- Unless emergent, there will be no early dismissals after 2:00 p.m.
- For students who are not feeling well, as outlined on the **COVID-19 Health Screening Emergency Contact Form**, it is the parent/guardian’s responsibility to conduct daily health screenings before sending the child to school. If the answer is YES to any of the questions, the child should be kept home. If the child is feeling well enough, they should participate in virtual instruction.

- Use provided hand sanitizer before exiting the classroom.
- Maintain 6-foot social distancing while traveling in the hallways.
- Keep hands to self and use appropriate volume during hallway transitions.
- Refrain from having electronic devices and earbuds.
- Refrain from running in the hallway.
- Walk directly to class and to their assigned seat. Students will not be allowed to use the restroom during the change of classes. Students should obtain a pass from their teachers to use the restroom in lobby 1 during classes.

**Breakfast & Lunch**

**Breakfast**

All students will be served free breakfast in homeroom. Students should remain behind the plexiglass sneeze guard when eating. When students are not eating, they must wear their masks.

**Lunch**

Before each lunch shift, all classes will be escorted to the restrooms to wash hands before being escorted to the cafeteria.

Students are expected to:

- Walk with the assigned teacher to wash their hands before lunch.
- Walk with the assigned teacher to and from the cafeteria.
- When not eating, students must wear masks.
- Remain in the assigned seat.
- Use conversational tones and appropriate volume.
- Clean up the eating area by placing all trash in the trash cans when directed.
- Leave all food and drink items in the cafeteria, with the exception of bottled water.
- Use hand sanitizer before exiting the cafeteria.

**Electronic Devices**

- Students MUST come to school with a fully charged device and charger. Loaner devices are not available.
- Students will not be assigned lockers. Cell phones should be silenced and secured at all times.
- Students may bring personal headphones to use during class time to reduce ambient noise.
- Southwest Academy Middle School is not responsible for lost, stolen, or damaged personal electronic devices and equipment. Students

**Visitors**

- All visits will require an appointment.
- All visitors should complete a self-check before coming to the school. Visitors with a fever, congestion, dry cough, breathing difficulties, sore throat and/or chills, should NOT enter the school.
- To keep students, staff, and the school community safe, it is extremely important NOT to come to school sick. Contact the school to reschedule appointments.
- Visitors without an appointment will not be allowed to enter the building. In the case where business

should keep their personal devices and equipment with them at all times.

- Students may not use any electronic devices, including their personal cell phones, to harass other students or school staff. Students may not post inappropriate comments, photos, or videos of other students or school staff on social media sites.

cannot be done remotely and visitation is essential, these guidelines listed must be followed.

Visitors with appointments must adhere to the following:

- Visitors to Southwest Academy must be screened at the entry door individually.
- Visitors must wear face coverings appropriately covering nose and mouth and abide by 6-ft social distancing practices and COVID-19 mitigation guidelines.
- Visitors must report directly to the main lobby upon entry, show identification to stationed office staff, and use rapture system to sign-in.
- Additional persons without business at the school are not permitted.
- Visitors must be escorted throughout their time in the building.
- Visitors must sign-out with staff in the lobby before exiting the building.