



## Grant County Middle School In-Person Protocol

### Parent Responsibility

- Parent/Guardians are expected to provide a cloth/medical mask for their own student.
- Masks should be 2-ply and follow school dress code requirements.
- Parent/Guardians are expected to take the child's temperature prior to the student leaving the house. If students have the following symptoms, parents must keep their child at home:
  - Temperature of 100.4 degrees Fahrenheit or higher
  - Sore Throat
  - New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline).
  - Shortness of breath
  - Fatigue
  - Muscle or body aches
  - New loss of taste or smell
  - Congestion or runny nose
  - Diarrhea, vomiting, or abdominal pain
  - New onset of severe headache, especially with a fever

### Morning Arrival

#### Car Riders/Parent Drop Off

- GCMS doors open at 7:30am for car riders.
- Students are to be dropped off at the front of the building, pulling up to the next available staff member.
- School staff will take the student's temperature before they exit the vehicle.
- If temp is below 100.4, they will enter the building through the front doors.
- If temp is 100.4 or above, the student will not exit the vehicle. The driver will go back through the parent drop off line and student temperature will be taken a second time.

- If temp remains over 100.4 on the second attempt, the student will leave campus with the driver.

### **Bus Riders**

- Riding the school bus is a privilege
- The student will be required to wear a mask the entire time they are on a school bus.
- The student will sit in the assigned seating chart provided by the bus driver.
- The driver is the only person who can change seating assignments.
- Upon exiting the bus, school staff will take the temperature of each student
- If temp is below 100.4, they will enter the building through the Gym Lobby doors.
- If temp is 100.4 or above, the student will be escorted to the exterior entrance of the school "Care Room."
- No Bus passes will be given for the 2020-2021 school year.
- Students will not be permitted to be dropped off at an elementary school to ride a school bus to their designated school building.

## Morning Procedures

- Upon entering the building, students will have the opportunity to grab breakfast from a grab and go cart.
- Students should all take breakfast
- Students will report to their 1st hour classroom and will eat their breakfast there.
- Students will not be able to move around the hallways once they are in their classrooms without teacher permission.
- No students will be gathering in the gym in the morning.

## Late Arrival

- If the student arrives late to school, the parent/guardian or the student will follow the correct protocol.
- Pull to the main entrance of the school. Let your student go into the front office but wait in your vehicle until school personnel or your child gives the go ahead to leave once we take the child's temperature.
- If temp is below 100.4, they will sign in themselves and go into the school building.
- If temp is 100.4 or higher, school personnel will attempt a second temperature check.
- If the second temperature check is still 100.4 or higher, the parent/guardian will take the child home for the day.

# Dress Code

## GRANT COUNTY MIDDLES SCHOOL STUDENT DRESS AND APPEARANCE

1. Dress, grooming or accessories that are considered unsafe, dangerous, a health hazard or disruptive to the learning environment as determined by the Principal or their designee shall not be allowed.
2. Students shall wear adequate, modest clothing of such style and design as shall be consistent with community standards, as determined by the Principal or their designee.
3. Students shall maintain clothing and physical appearance in the hygienic condition.
4. Students shall wear shoes for foot protection and hygienic reasons while on school grounds or aboard school transportation. **No slide shoes or flip flops permitted.**
5. Decorations, symbols, mottoes, or designs imprinted or attached to the body or clothing which are a distraction to the educational process, offensive to good taste, or the maintenance of good decorum shall not be worn to school or to school functions (this includes masks).
6. No hats or other head decorations will be permitted for male or female students.
7. Bare midriff and see through clothing are not appropriate wearing apparel for boys or girls at regular school sessions.
8. All clothing for male and female students must have sleeves that cover the shoulders. (No cut out shirts allowed.)
9. Shorts are appropriate wearing apparel for school sessions as long as they meet the dress code. Acceptable length of shorts for girls or boys will be determined by standing straight with hands to side and fingertips not touching bare skin. Bike shorts will not be permitted.
10. Dresses and skirts must have the same criteria as shorts----fingertips should not touch bare skin.
11. All pants and trousers must fit appropriately at the waist and be properly belted. (Holes should not go past fingertips).
12. Jewelry intended for piercing may NOT create a safety concern or be disruptive to the educational process as determined by the Principal or their designee.
13. Hoodies and jackets may not be worn through the lunch lines.
14. In instances involving hair, clothing and/or jewelry not specifically included in the above regulations, the principal and his/her designee shall render a decision.
15. Students will be required to wear protective face masks throughout the school day. Masks must adhere to all other applicable requirements contained in the GCMS dress code.

**\*\*\*\*Procedure at GCMS does NOT allow for backpacks and/or cell phones to be brought into the classroom during the instructional day, they are to be stored in the students locker. \*\*\*\***

If a student is in non-compliance of the dress code parents will be contacted to bring appropriate clothing to the school. The GCMS Family Resource Center keeps some garments on hand for students who wear inappropriate clothes to school. **We may have a T-shirt for you to borrow so that you will not miss classroom instruction while waiting for your parents to bring you a change of clothing.** We can't guarantee that you will like what we have available or that we'll have something in your size. **In the course of the year, GCMS may determine that new fads and modes of dress are disruptive to a safe and orderly learning environment. The dress code may be adjusted accordingly.**

## Care Room

- Once the student is in the care room, a school employee will note the student's temperature in Infinite Campus and call the parent/guardian.
- The guardian is expected to immediately pick-up the student from school and follow the "Grant County School's Decision Tree" for next steps.
- Students are not permitted to stay in the "Care Room" for an extended period of time.
- Students in the Care Room are not permitted to ride a school bus and/or school van home.

## During the Instructional Day

- Students and staff will be required to wear a mask at all times, except when eating or drinking. School staff will make a determination to call an administrator if a student is not following this procedure correctly.
- When walking in the school hallway, students will follow the designated patterns for flow of traffic by following the rules of the road and staying on the right hand side of the hallway, following marked arrows.
- When transitioning from class to class, all students and staff must wear a mask.
- All teachers will determine a seating chart, and all students must sit in their assigned seat. The classroom teacher can change the seating chart based on their professional judgment.
- The teacher will keep documentation of seating charts, including any changes made.

## Chromebooks

- Students should bring Chromebooks that they have borrowed to use during NTI to use while at school.
- Student cell phones, gaming devices, earbuds, headphones, etc. are not allowed to be in use during instructional hours and must be kept in student lockers.

## Lunch Expectations

- Students are expected to wear masks while in line for lunch.
- Students are also expected to maintain 6 ft. of social distance in the serving area.
- Options have been slightly limited this year to move the line more quickly, and students are encouraged to move quickly through the line to accommodate other students.
- Students will not need to scan their fingerprints this year but are able to purchase extra food from the serving line upon request.
- Students will be expected to stay in the same seat each day and the seating chart for each lunch block will be kept by school administration.
  - Only school administrators will be able to change the lunchroom seating chart.
- When seated at lunch, students will be able to unmask.
  - If students need to move around in the cafeteria, they will be required to mask.

## Water Bottles

- Students are highly encouraged to bring their own water bottles with their names written on them.
- Water fountains are turned off, but bottle filling stations have been installed during the Summer and students are encouraged to refill their bottles often.

## Early Pick-Up

- If the parent/guardian needs to pick up their student during the instructional day, they must follow the correct procedures.
- Contact with the school and parent/guardian will be handled via telephone.
- The parent/guardian will need to contact the school when they arrive on campus
- The parent/guardian will remain in the vehicle at all times.
- Once school personnel have verified parent/guardian status through Infinite Campus, the student will be escorted to the vehicle by school staff.
- School staff will fill out the student sign-out sheet with correct information (student's name, person's name picking up the student, time and date).

## Ending the School Day

### Student Dismissal

- Students will be dismissed from their 7th period classroom at 2:55pm in three groups. Groups will be spaced out a couple minutes apart. This includes students who ride the bus and students who are car riders.
- Special needs buses will continue to load on the back side of the building.
- Students should not congregate in the hallway during dismissal

### Afternoon Traffic Flow

- Parents/Guardians picking up car riders will park in the lower gravel lot.
  - Car riders will cross at the crosswalk, go down the steps and head toward their vehicle.
  - When students arrive at the vehicle, parents should then exit the lot up the one way drive.

## School Fees and Paperwork

- Student fee balances are available through Infinite Campus Parent Portal
- Students can pay fees once school is back in session by dropping payment in the payment drop box.
  - Fee payment should be in an envelope with the student's name and grade listed.
  - Students will then be called to the office to sign a multiple receipt form and given a receipt to take home to the guardian.
- Families can also mail a check to the school office:
  - Grant County Middle School  
305 School Rd.  
Dry Ridge, KY 41035
- Students should also return Household Income Forms and Transportation forms to the front office upon return to school.
  - These can be mailed to the address above or dropped off in the front office.

## Miscellaneous Items

- Visitors will not be permitted inside the school buildings during COVID unless considered outside agencies that need to meet with students.
- School buildings will not be rented for outside agencies during COVID.
- Students and parents/guardians must follow all CDC guidelines in order to stay as an “in person” status for educational services.
- Failure to follow CDC guidelines for protocol developed by school and/or district, may be removed from “in person” status to “virtual” status for educational services.