

## **MLK Eagle Families**

As we hope that we will eventually be able to get students back into the building, we wanted to provide you with some important information. We are committed to keeping all students safe and wanted to provide you with a document that will allow you to see some highlights from the larger MLK In-Person and Remote Learning Plan that is located on our school webpage.

### **Student Requirements**

- **Must wear masks at all times unless actively eating or drinking**
- **Remain socially distanced throughout the building**
- **Remain in designated areas**
- **Students will not be permitted to be in classrooms unless scheduled in that current room.**
- **Students will not be permitted to be in the hallway without permission or escort**
- **Students must follow all guidelines outlined in the remote learning plan.**
- **Students must sit in assigned seats**
- **Students will be required to bring their charged chromebook to school each day, they will be limited opportunities to charge in the building**
- **Any violations to the plan can result in disciplinary action in accordance with the code of conduct.**

### **Student Dress Code**

In an effort to assist families with much larger concerns, we have temporarily modified the student dress code for the remainder of the 20-21 school year, we will be following our dress down day dress code. This is being done as a courtesy to our families, please make sure your student follows these guidelines. We have provided this information to you in the past but wanted to make sure everyone was aware.

### **MLK Dress Code**

#### **Masks**

- No gaiters
- No Bandanas
- Must cover face and nose
- No full head covering
- Masks will be screened for content

#### **Tops/Shirts/Blouses**

- Must have sleeves and fully covered cleavage, stomach, and back this includes during check in process
- No excessively tight or baggy tops
- Hoodies are not allowed
- Hats/bandanas/head coverings are not to be worn in the building. They must be removed upon entering the building and turned into Mr. Hawks at the phone check in.
- A t-shirt must be worn during check in if you wear an over-garment
- No writing or images that are vulgar, sexually suggestive, profane, harassing to any group, potentially gang-related, contain weapons or violence, or are alcohol, tobacco, or drug related.
- No in Memory-of attire
- No Excessive embellishments on shirts

- No spaghetti strap tops
- Shirts do not have to be polos, and may be of other colors than the standard dress code.
- Layer clothing to adjust for fluctuating temperatures- sweatshirts are limited

#### **Bottoms/Pants/Skirts/Shorts/Capris**

- Bottoms must fit and be worn at the natural waist with body and undergarments covered.
- No sagging, continual violations will result in a belt being required.
- Shorts/ Skirts must come to the top of the knee.
- No Excessive embellishments on pants
- No holes in bottoms, even with underlayer
- No mesh or see through shorts/pants or shirts
- No leggings, tights or yoga pants are to be worn unless worn under an approved bottom garment
- All bottoms must have belt loops or way to secure other than elastic.
- No writing or images that are vulgar, sexually suggestive, profane, harassing to any group, potentially gang-related, contain weapons or violence, or are alcohol, tobacco, or drug related.

#### **Shoes**

- Must be closed toed with back
- No Sandals
- No House Slippers/ Slides shoes
- The 50/50 color scheme has been temporarily lifted

#### **Items that may not be worn**

- No necklaces, key rings, or jewelry may be worn outside the shirt or blouse
- No item of apparel that is vulgar, sexually suggestive, profane, harassing to any group, potentially gang-related, contains weapons or violence, or are alcohol, tobacco, or drug related.
- Only one ring per hand
- No facial piercing (nose, eyebrows, lips)
- No red, blue, green, or orange hair ribbons, bows, beads, rubber bands, ponytail holders, hair extensions, or hair coloring (this applies to both male and female)
- No Metal pics, metal or plastic rat tail combs, large brushes, combs with points- they may be turned in at check-in, this does not guarantee their return
- No large belt buckles may be worn
- No in Memory of attire including but not limited to shirts, tags, bottoms, footwear, or accessories
- No extremes of dress that, in the opinion of school administration, will cause a disruption to the school day.
- Students will not be able to wear any clothing item sensitive to the metal detectors in the building.

**::NOTICE::**

**Administrators will make final determination if an item is in violation of dress code**

#### **Arrival/ Departure**

##### **Student Bus Arrival**

- After departing the school bus students:
  - Grade 6-8 with enter through the main entrance

- Grade 9-12 will enter through the side entrance
- Students will have a temperature check conducted by the bus monitor at the bus stop prior to arrival at the school building.
- If students on the bus have not had a temperature check conducted, they will be checked at the school before entry.
- Students with a fever will exit buses first and be taken to the isolation area to await a family member to take them home.
- If a student arrives at school with a fever or demonstrates COVID-19 like symptoms, he or she will be escorted to the sick room ( Highschool Safe Room).
- Students and staff members who go home after having a temperature of 100.4°F or greater, or displaying symptoms of COVID-19 (Appendix R) may return after being symptom or fever-free for 24 hours without the use of medication.

### **Walker/ Car Rider**

- Walkers, car riders and those being dropped off by buses without monitors should line up 6 feet apart (spacing will be marked with cones) while they wait to have their temperature taken.
- Students should line up 6 feet apart (spacing will be marked by cones) while waiting to proceed through the check.
- High School students should be dropped off in the main parking lot closest to the side entrance.
- Middle School students should be dropped off in the main parking lot closest to the main entrance
- Entrances will open 15 minutes before the scheduled start time
- No visitors are permitted into the building without prior appointment
- If a parent has an emergent problem, parents should call the school @ (859) 381-4040 and request to speak to an admin.

### **Dismissal Procedures Family Pick-up/Car Dismissal/Walker:**

- Dismissal procedures will begin at set intervals, depending on bus arrival.
- Classes will be dismissed individually.
- Classes will be released individually ( 1 High School/ One middle School at a time)
- Students will leave through the same exit that they entered

## **Quarantine Protocols**

### **School Instruction Quarantine Protocols:**

- In the event a student is quarantined, they will be able to access the classroom work on canvas.
- When a teacher is quarantined, arrangements will be made to allow access to the canvas and the teacher will provide remote instruction, while the classroom is supervised onsite
- When an entire classroom is quarantined, the teacher will default to NTI 2DL practices, to include synchronous instruction.
- In the event the school is closed students will revert to NTI 2DL practices.

## **Throughout the day Information**

### **Cleaning**

- Increased cleaning and sanitizing protocols will be implemented in all FCPS classrooms, schools, facilities and buses in accordance with district procedures.

## **Hallway Protocols**

- School hallways are marked with floor stickers to designate social distancing requirements.
- We will be:
  - Adjusting school schedules., to limit the number of transitions.
  - We will stagger class changes.
  - Hallways will include one-way traffic where possible.
  - Signs and hallway markers have been posted.

## **Restrooms:**

- All students and staff are required to wear a mask at all times, with the exception of those who have a medical or ARC-directed exemption.
- Signage has been placed in bathrooms illustrating proper handwashing techniques and marking appropriate social distancing.
- Facilities will be cleaned and disinfected every 30 minutes. Staff members will follow proper cleaning and disinfecting procedures and document completion.
- Individual bathroom breaks will be allowed as needed, with escort.
- Staff members will monitor restroom breaks.
- Barriers have been placed in restrooms to promote social distancing

## **Meals and Water Breaks**

### **Cafeteria**

- Students will have assigned seats in cafeteria and be socially distanced
- Students are to remain seated, and not share food
- If a student is out of seat they must be wearing a mask
- Student will be released on staggered schedule to minimize students in hallway
- A trash can will be brought to each table, and area cleaned between each lunch line

### **Breakfast**

- Middle School Students will be grab and go to their first period classroom
- High School will enter the gym for their grab and go breakfast, and remain in the gym

### **Lunch**

- Students will be served in 3 separate lunch sessions

### **Water Breaks**

- Students will not be allowed to drink directly from water fountains.
- Students can bring 1 empty individual reusable water bottle daily from home to fill at fountain
- Water bottles will be provided and labeled for students who do not have one.

## **Other Information**

### **Visitors/Student Pick-up**

- Entry points to the building will be restricted and access to MLK will be limited to students and staff as much as possible.
- Any visitor who enters the school building must wear a mask
- Visitors will be subject to temperature checks and must follow all school safety measures
- Parents should remain in the vestibule or vehicle and call 859-381-4040 for assistance
- Students will be escorted by staff to the appropriate exit.
- Staff will verify IC information for student pickup.

### **Sick Room Protocols**

- The Sick room will be located in Room 115, High School Safe Room
- Mrs. Lindsey will be the leadership team member point of contact for the sick room.
- Families will be contacted to come pick up any student who has a temperature of 100.4°F or greater, or displays symptoms of COVID-19:
  - Sore throat
  - New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline)
  - Diarrhea, vomiting, or abdominal pain
  - New onset of severe headache, especially with a fever

### **Families Responsibilities**

- Families are expected to ensure that an adult will be available to pick up any student who has a fever or displays symptoms of COVID-19 during the school day.
- Families must have a “Pick Up” plan in place before they send their child to school.
- Families are responsible for ensuring the phone numbers listed in Infinite Campus are correct and that everyone who could be asked to pick up the child is registered with the office.
- If a parent is unable to transport the students home students may make arrangements with the school to get the student home. They will not be permitted to ride the school bus home.
- If a parent does not respond to calls, further steps to reach the parent will be made, to get the student home or the parent contacted.

### **Classroom Response Protocols**

- Classroom room staff will notify a staff member with a radio that they have a student needing escort to the sick room- admin will be notified.
- Students will be escorted to the waiting area by an administrator.
- Student will be picked up, at the side exit closest to the sick room and parent provided with the protocols for return to school
- Waiting areas will be supervised by an adult in the sick room.
- The waiting area will be limited to 5 people at a time.

### **Communication and Notification Procedures**

- Families and employees are required to notify FCPS if their student tests positive for COVID-19, in accordance with Kentucky Emergency Administrative Regulation 902 KAR 2:220E. (See Appendix S) To report a positive case, families should call 859-381-FCPS (3277), email [covid19@fayette.kyschools.us](mailto:covid19@fayette.kyschools.us) or visit [www.fcps.net/covid19](http://www.fcps.net/covid19).
- While committed to maintaining the confidentiality of students and staff, Fayette County Public Schools will make every effort to be transparent regarding all COVID-19 related matters.

For further guidance you can view the plan in its entirety on the school website. [www.mlk.fcps.net](http://www.mlk.fcps.net).

More information including bus information will be provided at a later date closer to re-entry. As always, if you have any concerns or questions you are welcome to contact the school.

David Moore

MLK Academy Program Director