



POQUOSON MIDDLE SCHOOL

December 3, 2020

Good afternoon PMS Families,

You are receiving this email because you have selected Option #1: Continuum of Learning for your child and they are in the 6th or 7th grade. Please read through this email carefully as it contains important information that will help everyone understand details related to the return to school for in-person instruction.

"A" or "B" Day Group Designation

Parents/Guardians were emailed information on Sunday, November 29th with the "A" or "B" group designation indicated.

- "A" Group students will attend school for in-person instruction on Mondays and Thursdays beginning on Monday, December 7.
- "B" Group students will attend school for in-person instruction on Tuesdays and Fridays beginning on Tuesday, December 8.

Daily Schedules

To view the 6th and 7th grade daily student schedule, click [HERE](#)

These schedules and other information can also be found on the [PCPS School Reopening Information](#) webpage.

"A" Day Students: First day of in-person instruction will be Monday, December 7

"B" Day Students: First day of in-person instruction will be Tuesday, December 8

Wednesday Office Hours Update

Office hours on Wednesday will be from 12:00 p.m. to 1:00 p.m. for core classes and World Language classes. Students will be meeting live with their elective teachers using Google Meet on Wednesdays during their scheduled class period.

Attendance

Whether students are on the Continuum (Option #1) or in Poquoson Online (Option #2), they are expected to be participating in live learning five days a week. Students in "A" or "B" groups will attend school for in-person instruction on two of those five days each week.

Parents/guardians are responsible for emailing the school attendance clerks and the student's teacher if the student will not be participating in learning that day (whether in-person or virtual).

If the parent/guardian calls to notify the schools of the absence, the parent must provide electronic or hard copy documentation of the absence within five (5) days of the absence. An undocumented absence from learning is considered an unexcused absence.

The student is responsible for coordinating with the teacher to make-up any work that is missed.

If you have questions about attendance, please contact the school attendance clerk, Mrs. Susan Mack, at susan.mack@poguoson.k12.va.us

At-Home Virtual Learning Days

On days when students on the Continuum are learning virtually from home (for students in the A Group this is on Tuesdays and Fridays, and for students in the B Group this is on Mondays and Thursdays), students should

- Log on to Google Meet a few minutes before the start time to be ready to begin class on time
- Upon entry into class, turn the Chromebook camera on and leave camera on unless directed otherwise by the teacher
- Upon entry into class, mute the microphone.

Materials and Supplies

Students will not be assigned a locker. Therefore, they can carry their backpacks from class to class throughout the day. Students will not be permitted to share materials and should come prepared with their own notebooks, paper, pens, pencils, etc. Students should bring the materials they are currently using for class with them when they come to school.

Student Chromebooks, Chargers and Earbuds

Students who are coming to school for in-person instruction will bring their fully-charged Chromebook, charger, and earbuds each day.

Water Bottles

Students are encouraged to bring their own water each day as the water fountains and bottle filling stations have been turned off in all schools and offices.

Student Orientation and Information Videos

This Friday, December 4, all students will watch an orientation video during their English class. This will include time for questions with teachers. A map of the portable classrooms and elementary school classrooms being used for the middle school students will be mailed home to students.

Health & Safety Information

Masks or Face Coverings

Students and staff are required to wear a mask at all times.

- Students are asked to wear a clean, school appropriate mask each day.
- If a mask is misplaced or forgotten, the school will provide a disposable one.
- Periodic mask breaks during the day will be provided for students in a safe and controlled manner.

Physical Distancing

Students are reminded to maintain at least 6 feet of physical distance whenever possible. This includes hallways, restrooms and buses.

Washing of Hands and Use of Hand Sanitizer

While the use of hand sanitizer is encouraged whenever possible, students are asked to wash their hands as frequently as needed while at school. Hand sanitizer is available in every teacher's classroom and all office spaces. Students are asked to use hand sanitizer when they enter and exit a classroom.

Cleaning and Sanitizing

Prior to students leaving a classroom, each student will wipe down his or her own desk area, to include the desktop and chair.

- Non-latex gloves are available for any student who may need one.
- Wipes are deposited in the trash can as the student leaves the classroom.

Restrooms

In an effort to ensure physical distancing, only one student will be allowed out of the classroom at a time to use the restroom. If there are more than the allowed number of students in the restroom when a student arrives, the student is asked to wait outside of the restroom until another student exits the restroom. Teachers will review this process with students.

Daily Health Screenings

A digital health screener text message will be sent each morning to the student's parent that is listed as the first contact. Parents are asked to respond to the health screener questions and submit their response prior to the student coming to school.

It is imperative that this health screening is completed prior to arrival to ensure students are able to attend class on time. Students will not be permitted to go to class until the health screening is complete.

As a part of our daily health screening process, temperatures will be taken for each student when they arrive on campus. Any student with a temperature of 100.4 degrees or higher will be rescreened by the school nurse and sent home with a recommendation to consult with a health professional.

Morning Arrival

The arrival time for parent drop-off and walkers is 7:40 am. 6th and 7th grade parents will use the drop-off loop in the elementary school parking lot. This is the same drop-off location that Poquoson Elementary School families use. Walkers should time the length of their walk to ensure a 7:40 a.m. arrival time.

Parents are asked to review the Parent Drop-Off procedures prior to Monday, December 7th. Click [HERE](#) to review this information.

Afternoon Departure

Students will be dismissed at 12:03 pm. Students will have the opportunity to grab a free lunch to take home with them on their way out. Students will exit PES or the portable classrooms

using a designated exit. Students will report directly to their bus or the parent pick-up loop (same location as the drop-off loop in the morning).

Parents are asked to review the Parent Pick-Up procedures prior to Monday, December 7th. Click [HERE](#) to review this information.

Parent Pick-Up Window Tags

Parents/Guardians who will be picking up students will need a Parent Pick-Up Window tag displayed in the windshield each day. These tags are used by staff to quickly identify and send students to the car each afternoon. Tags are being mailed to parents for use beginning on Monday, December 7, 2020. If you did not receive a window tag by Sunday, Dec. 6 and need one, please use [this form](#) to let us know (in the last box, state that you need a Parent Pick-up Window Tag).

Bus Schedule

Bus routes are listed in the [Transportation section of our division webpage](#). Specific bus information will be provided to all students prior to Monday, December 7, 2020 via email.

Physical distancing requirements do restrict the number of students who can be on a bus at one time. Because of this, bus passes will not be granted this year. Students are expected to ride their assigned bus home to their designated stop each day they attend school for in-person instruction.

Any student whose parent did not complete the Transportation Survey request in November has not been assigned a bus route to and from school; therefore, the parent is responsible for providing transportation on each in-person school day for their child.

Parents, Visitors, Guests, and Volunteers

Non-essential visitors and guests will not be allowed to enter the schools, offices, or division buildings. PCPS is not allowing volunteers into the buildings or classrooms at this time. Parents should report to the PMS Main Office for meetings for 6th and 7th grade students. A mask is required at all times by all parents. The PMS Main Office is located in portable classroom #T5 in front of the elementary school. If physical distancing cannot be maintained, then parent meetings will be held virtually.

We understand that this is a lot of information and ask you to share any questions you may still have about the 6th and 7th grade return to school using [this form](#).

We are looking forward to seeing your students next week!

Melissa Bunting
Principal