



Napoleon Community Schools

Napoleon Middle School

Return to Learn- Quick Reference Sheet

#1: Make a Learning Decision

- Google Survey has been emailed and posted on the school website to select the learning option preferred.
- If needed, you can make this decision by phone to the building administrator- Chris Adams.

Option 1: Remote Learning	Option 2: In-Person Learning
<p>-Google Classroom will be the platform used.</p> <p>- Staff will conduct check-ins for all remote learners weekly on Wednesdays.</p> <p>- Weekly assessments will be mandatory where students will have to show their learning growth. Daily assignments may be used to monitor student work and progress. Each lesson should include some form of assignment, activity, exit ticket, or practice.</p> <p>-It is recommended that remote teaching/learning consist of 45-60 minutes of instruction, assignments, and assessment for each 100 minute "block schedule" class per day.</p> <p>-In a later phase, it may be necessary to transition to 50 minute periods, which would reduce the amount of instructional time to 20-30 minutes per class period per day.</p> <p>- Total daily work time for students will be approximately 180-240 minutes of direct instruction, assignments, and assessments.</p> <p>-Attendance will be tracked through on-line participation in Google Classroom daily.</p> <p>Lunches- students will receive information on how to order "grab & go" (drive through) instructions from Food Services. Students must be enrolled at NCS.</p>	<p>-Students will be welcomed on campus five days a week. Classes will be in a block schedule consisting of 100 minute periods with 1,3,5 periods on Monday/Thursday and 2,4,6 on Tuesday/Friday.</p> <p>-On Wednesdays, all students can utilize the option of working from home as a remote learner. Students can choose to still come to school for remediation and additional support . Teachers will maintain office hours and be available for homework help for all students, both in-person or remote.</p> <p>-Students will not use lockers due to social distancing. Instead, they will be able to have their backpacks and/or binders in the classroom.</p> <p>-In order to reduce contamination and lessen the need to sanitize, it is recommended that students bring their own devices from home. This may include computers, tablets, or phones (if phone data is available).</p> <p>*If the State of Michigan returns to Phase Three, teachers will utilize the remote format for all students.</p>
<p>★ There will be a two week grace period for choosing to make a learning decision where you will have the ability to change the mode of instruction.</p> <p>★ Once the two week window is closed, students are asked to remain in the selected option for the remainder of the marking period.</p>	

#2: Safety

Personal Protection Equipment

- ★ Facial coverings must be worn by staff and students all day except for meals. This includes bus rides to and from school. Facial coverings may be homemade or disposable level-one (basic) grade surgical masks or the gaiter style mask. 3 masks will be provided by the school.

Food Service

- ★ Breakfast will be grab and go to take to the 1st class after entering the building
- ★ NMS students will eat in the cafeteria or, if necessary, other spaces (outside) to allow for social distancing, Lunch times will be staggered to allow for the cafeteria to be cleaned.
- ★ Microwaves will not be available for student use.
- ★ Students will be asked to not share food.

#3: Pick Up/Drop Off

- ★ NMS will use the south entrance for all bus students for entry and dismissal. Walkers, drop-offs, and others will use the main entrance.
- ★ Students will be required to have a screening slip from parent(s) or guardian signifying the student is COVID-19 symptom free and able to attend school (screening slips will be provided by the school).
- ★ If no screening slip is provided by the student, school staff will take the student's temperature prior to allowing them into the building or on the bus.