



**WELCOME BACK
HUTH KNIGHTS!**

#KNIGHTPRIDE

O.W. Huth Middle School

Ms. Brenda Calvin, Principal

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708-748-0470

Dear Huth Knight Families,

WELCOME BACK to Huth for Hybrid/In-Person Learning! In these unprecedented times, we have made some changes to our procedures so that we are in compliance with the District 162 Re-Opening Plan. It is imperative that you visit the Matteson School District 162 website at www.sd162.org to read the Re-Opening Plan for Hybrid transition in its entirety, prior to sending your Huth Knight to school on January 25, 2021. Below are some changes specific to O.W. Huth Middle School, in addition to what is listed in the District's plan. As you know, the safety and security of our Knights is our number one priority. In order to fully implement our plan, we need you to partner with us as we move forward in developing safe habits during the school day.

Before your Knight leaves for school, **please self-certify that your child is free of COVID-19 symptoms.** Prior to entering the building, every staff member and student will have his or her temperature checked and will **need to turn in the provided self-certification form.**

ARRIVAL TO SCHOOL - BUS TRANSPORTATION - unloading at 7:10 a.m.

Based on the location of your residence, the District Transportation Department assigns your student a bus number, location, and time of pick-up and drop off. The District schedules stops at the safest and most efficient locations. Students must board the bus at their assigned stops.

Upon drop off at the end of the school day, students must walk directly to their home, and we encourage them to remain masked until they arrive at their house. All students are picked up and dropped off at a bus stop, not at their individual homes. Please work with your student to make sure he/she knows how to find the bus stop in the morning and how to get home from the stop in the afternoon.

It is also important to note that if your student needs a stop change, the school must be contacted. **Students are not permitted to ride any bus other than the one to which they have been assigned. Students not assigned to buses may not ride the bus.**

To ensure safe operation of the school bus, riders must use these guidelines at all times. During the 20-21 school year the following NEW procedures will be implemented while riding the bus so that all riders arrive to their destination safely.

- Bus monitors will ride Huth buses beginning on the morning of January 25th.
- All students and staff are required to wear a face covering at all times. If a student does not have a mask, a disposable one will be provided prior to boarding the bus.
- All staff and students will be given hand sanitizer prior to entering the bus and once again when entering the school building.
- All students and staff will have an assigned seat for the ride to and from school.
- All windows will be lowered (safely) for the entire ride to allow for increased air flow.

Upon arrival at the school, the school buses will park in their assigned locations at the back of the building. A school administrator will go to each bus to take the student temperatures and instruct the bus monitors to escort the students into

the building through assigned doors. This will be done in a manner that ensures a staggered entry. Bus monitors will escort the students to the hallway for their assigned Pod.

ARRIVAL TO SCHOOL - PARENT DROP OFF - beginning at 7:10 a.m.

- Parents dropping off students are encouraged to drop off beginning at 7:10 a.m. Parents/guardians will pull up to the front of Huth Middle School going west on 213th Place and wait for an administrator or staff member to greet them.
- Students are expected to arrive to school in their parent's car wearing a face covering. As necessary, the staff member greeting each car will provide a disposable face covering.
- A staff member will review and collect the Health Questionnaire Self-Certification Form.
- Each student's temperature will be taken by a staff member prior to student exiting the car. (If a student has a temperature of 100.4 or greater, the parent will take the student home. Parents will be instructed to follow the guidance provided in the Matteson School District 162 Parent/Student Handbook. The student's name will be given to the school nurse, who will follow up with the parent prior to the end of the school day.
- Once a student's temperature is confirmed to be within the normal range, the student will be instructed to enter Door #3.
- The staff member monitoring Door #3 will instruct the student to use hand sanitizer as they enter the building.

ARRIVAL TO SCHOOL - WALKERS – beginning at 7:10 a.m.

- Students who walk to school will enter Huth Middle School through Doors #2 and #3, which are in the front of the building.
- As walking students arrive at school, they will line up in the front of the building next to a cone/social distancing marker positioned six feet apart.
- A staff member will provide a face covering if a student arrives to school without one.
- A staff member will review and collect the Health Questionnaire Self Certification form. A student that arrives without a Health Questionnaire Self Certification form will be escorted to the Media Center, where they will wait until a parent is contacted and the questionnaire is completed.
- Each student's temperature will be taken by a staff member. If a student has a temperature of 100.4 or greater, the student will be escorted to the CARE Room in Student Services. The school nurse will contact the parents/guardians and monitor the student until the student is picked up by a parent/guardian.
- Students will be directed to use hand sanitizer as they enter the building.
- Students will be directed to their Pod's hallway. ALL classroom teachers will be positioned in front of their classroom door to receive the students while continuing to reinforce social distancing as the students walk to class.

LATE ARRIVAL TO SCHOOL - PARENT DROP OFF/WALKERS

Tardy students will arrive through #2 (front of building). Students will have temperature taken and will be given a mask if necessary. Hand sanitizer will be provided and the students will be required to turn in a health questionnaire. Tardy students will be signed in by a staff member, given a hall pass, and directed to class.

STUDENT DISMISSAL

- Walkers will be dismissed first out of doors #2 and #3, located in the front of the building. Students will be reminded to walk straight home and continue to wear their face covering while on school property. Staff members will be stationed outside of the building to monitor students and to encourage them to leave school grounds expeditiously.
- Students that are picked up will be dismissed after the walkers. Parents will park on 213th Place heading west. If the student's ride is out front, the student will walk to the car. Students must keep their face coverings on until they get in the car. If the student's ride is not present, students will stand next to a cone that is spaced six feet apart until their ride arrives. During inclement weather, the students who are waiting for rides may stand on a socially distanced dot inside the building until their ride arrives.

- Bus riders will be dismissed last. Students will be dismissed from class and escorted to the bus by a staff member in a socially distanced line as they depart. Staff will confirm that students are in their assigned seats prior to bus departure.

EARLY DISMISSAL - BEFORE 2:00 p.m.

Parents/Guardians should write a note, send an e-mail, or call ahead whenever possible if a student is expected to be picked up early.

- Parents picking up a student prior to dismissal will be asked to remain outside or in the vestibule until the student is brought to the vestibule.

STUDENT ATTENDANCE-

- Attendance will be taken each day by teachers for both students attending in person as well as students attending remotely. In order to be considered present remotely, students **MUST SIGN INTO GOOGLE MEET FOR ALL CLASSES.**
- Parents/Guardians of students who are not able to attend a class session (or multiple class sessions) must call Huth Middle School or send the teacher a message.
- If a student is scheduled to attend in person, and is not feeling well, it is encouraged that they stay home and participate in remote learning that day rather than coming to school.

CELL PHONES-

- Cell phones must be turned off and kept in the student's backpack or jacket the entire day. Cell phones are not allowed for use during the school day.

FOOD SERVICE-

Breakfast (7:10 a.m. – 7:30 a.m.):

- Upon entry into the building, students that are interested will take a breakfast and proceed to their classroom.
- Only students that are eating breakfast may remove their masks during breakfast time.
- Due to mask removal for food consumption, ALL students, whether they are eating breakfast or not, must maintain social distancing during this time.

Lunch:

Location for lunch: Cafeteria, North Commons, South Commons

- Students will eat lunch with only the students they are in class with, while maintaining social distancing.
- Students will apply hand sanitizer upon entering the cafeteria or Commons.
- Lunchroom staff will deliver a prepared lunch tray to each student.
- At the end of the lunch period, custodial staff will collect the trays and empty garbage from trays.
- Due to mask removal for food consumption, students must maintain social distancing during this time.

Please note: Students can elect to bring their own lunch or eat the school meal for that day. **Note that students and parents are NOT allowed to have food delivered to the school at any time. Any child who forgets his/her lunch can ask to be provided the school meal for that day. Due to health and safety restrictions, we are unable to refrigerate or heat/re-heat any food product brought from home at anytime.**

Although we know that our Huth Knights like to celebrate/share with one another, we cannot serve any food treats (cupcakes, fruit snacks, etc.) or pass out any favors.

DRESS STANDARDS

As we welcome our students back into the building, students should adhere to the following dress guidelines:

Upper Garments – white or blue (any shade) polo or collared dress shirt.

Lower Garments – Navy, blue, black or khaki dress pants, shorts, skirts or dresses.

A critical component to ensuring student success and academic growth is excellent attendance and punctuality. Let's see if we can have 100% attendance (in person and remotely) each day so we can maximize every instructional minute of the new quarter! In the event you need to call the school to confirm your child's absence, call: (708) 748-0470.

We are very excited to see our Huth Knights return to the building! The Huth Administration Team has worked diligently to ensure a safe environment for your children. The entire Huth Staff wants to assure you that your child will be welcomed into an engaging and comfortable learning environment. Feel free to contact me with any questions that you may have. I am looking forward to seeing our students enter the doors of O.W. Huth Middle School on January 25th!!

Ms. Brenda Calvin
O.W. Huth Middle School Principal