



INDIAN CREEK MIDDLE SCHOOL

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*Mrs. Stacie Madison
Treasurer*

*Ms. Kathy
Secretary*

July 6, 2020

Dear ICMS Families and Staff:

We hope you have enjoyed your summer and are excited about returning to school. We cannot wait to see our students back in the building! Our top priority is health and safety as we return, so as you would expect our school policies and procedures will look different for the beginning of school. While we know that we will have to deal with cases as they come, we will do what we can to prevent the spread here at ICMS. Should we have any cases, you should be aware that the Indiana State Department of Health will do any contact tracing. Please carefully read this letter, as it will answer most of your questions regarding how ICMS will operate for the start of school. Should you have further questions or concerns, don't hesitate to contact the office.

Back to School Events:

- Incoming 6th Grade Parent Meeting will be replaced with a virtual presentation shared with students and parents.
- We will not have our traditional Back to School Open House this year. This will be replaced with a video message from each of your student's teachers. Those will be live on August 4th.

Masks:

- Students and staff will be **required** to wear masks throughout the school day.
Allowable exceptions for not wearing masks include the following:
 - classrooms where spacing allows for students and teachers to be at least 6 feet apart have a reprieve from wearing masks
 - outdoor classes where social distancing is enforced
 - individual discretion while working with students that have a 504 plan or

an IEP

-activities deemed necessary by school administration for instructional purposes

Water:

- Students and staff will be strongly encouraged to bring in their own water bottle to school. Some water fountains will be converted to water bottle filling stations. The Fountains that are not converted will be turned off.

Transportation -

- Students arriving before 8 a.m. will be separated into grade level zones to allow for distancing. (Please note, ICMS doors will not open until 7:55 a.m. this year.) 6th grade students will wait in the Commons until 8 a.m. 7th grade students will wait in the gymnasium until 8 a.m. 8th grade students will wait in the auditorium until 8 a.m. Students arriving at or after 8 a.m. will be directed to their homebase room.
- Students riding on buses will have a staggered drop off for ICMS to prevent crowding at our main entrance as much as possible. As students arrive on the bus, they will be directed to get breakfast should they need it and then go to their assigned area.
- Students arriving from the car line will be expected to get breakfast should they need it and then go directly to their assigned area.
- Students will be released in small groups in the afternoon, with bus riders dismissed first and car riders after buses are loaded.

School Day Procedures and Operations -

- Students will be reporting to a homebase each morning and will be in that classroom for the majority of their day. Teachers will be circulating to rooms for instruction. For related arts classes, students will leave their homebase to report to their related arts classes.
- During this alternative scheduling period, students will not be allowed to utilize lockers. They may bring a backpack to their homebase desk to carry things to and from school.
- Time during the school day has been allocated for students to sanitize their hands after even numbered class periods (four times daily).

- Students will still be allowed to utilize the library to check out books. When books are returned, they will not be reshelfed for three days. After the reshelfing, other students will be allowed to check out the book.
- Seating in the library will be rearranged to maximize social distancing and discourage grouping.
- Students will not be allowed to share supplies or equipment in any of their classes.
- Students will not be dressing out for Physical Education until after August 16th. At that point, extra locker room space will be made available to help with social distancing. Students will be asked to wear masks while in locker rooms, but the masks will be optional for PE class.
- Band and Choir will be moved to larger instructional areas to allow for greater than normal social distancing while performing.

Extra-Curricular and Co-Curricular Activities -

- See attached IHSAA chart at the end of this document.

Student Health and Wellness -


- All students and staff visiting the school clinic will need to be wearing a mask.
- Staff will need to contact the clinic with basic first aid requests.
- Staff must make contact with the clinic prior to sending any students.
- “Well” students will be asked to wait outside the clinic until the nurse is ready. (This includes students that come down for medications.)

Food Services -


- Lunch will also be outside of homebase classrooms, but students will remain in zones that allow for distancing. 8th graders will eat in the auditorium, 7th graders in the gymnasium and 6th graders will eat in the cafeteria.
- Students will go through the lunch line with their homebase group and then report to their zone. One homebase at a time through the line, two homebases per lunch line, the second group waits by tables to go through once the first group is done. Students waiting in line must wait on the floor markings that are spaced for social distancing.

Stay healthy and safe,
Sean Zachery, Principal


2020-21 PHASED ATHLETIC RETURN TO PLAY PLAN

	Phase I	Phase II - July 20th - August 14th		Phase III
	July 6th - July 19th	July 20th - August 2nd	August 3rd - August 14th	August 15th
		(Normal Summer)		
School Facilities	Open to Essential Personnel and Participants Only	Open to Essential Personnel and Participants Only	Open to Essential Personnel and Participants Only	OPEN
Individual Athlete Participation	15 Total Hours on Campus/Week	Normal Summer Rules and Guidelines	FALL SPORTS PRACTICES BEGIN. NORMAL IHSAA RULES AND REGULATIONS	FALL SPORTS COMPETITIONS BEGIN
	4 Conditioning Sessions/Week - Athlete can attend 1 Two-Hour Session/Day			
	2 Activity Days/Week per sport - Three Hours per session - Same Sport may NOT occur on consecutive calendar days.			
	All Summer Activities are Voluntary			
Social Distancing	Encouraged	Encouraged	Encouraged	Encouraged
Face Coverings	Allowed, if doing so is not a health risk.	Allowed, if doing so is not a health risk.	Allowed, if doing so is not a health risk.	Allowed, if doing so is not a health risk.
People allowed to be in attendance	Essential Personnel ONLY - No Parents, Spectators, Etc...	Essential Personnel ONLY - No Parents, Spectators, Etc...	Essential Personnel ONLY - No Parents, Spectators, Etc...	Spectators, media, and vendors can be present but should implement social distancing.
Alternate Command Structure	Command Structure for Coaching Staff should be established in case of illness.	Command Structure for Coaching Staff should be established in case of illness.	Command Structure for Coaching Staff should be established in case of illness.	Command Structure for Coaching Staff should be established in case of illness.
2020-21 Athletic Physical Status	All athletes must have a valid 2020-21 IHSAA Physical on file or a valid 2019-20 IHSAA Physical and the IHSAA Health History Update Questionnaire and Consent/ Release Certificate on file.	All athletes must have a valid 2020-21 IHSAA Physical on file or a valid 2019-20 IHSAA Physical and the IHSAA Health History Update Questionnaire and Consent/ Release Certificate on file.	All athletes must have a valid 2020-21 IHSAA Physical on file or a valid 2019-20 IHSAA Physical and the IHSAA Health History Update Questionnaire and Consent/ Release Certificate on file.	All athletes must have a valid 2020-21 IHSAA Physical on file or a valid 2019-20 IHSAA Physical and the IHSAA Health History Update Questionnaire and Consent/ Release Certificate on file.

Adapted from the Spreadsheet Developed by Brian Lewis from Jasper High School

	Phase I	Phase II - July 20th - August 14th		Phase III
	July 6th - July 19th	July 20th - August 2nd	August 3rd - August 14th	August 15th
		(Normal Summer)		
Contact Sports	NO CONTACT	CONTACT IS ALLOWED - As defined by Indiana High School Athletic Association		CONTACT IS ALLOWED - As defined by Indiana High School Athletic Association
Hydration Stations	No use of shared Hydration Stations - Personal Water Bottles only!	No use of shared Hydration Stations - Personal Water Bottles only!	No use of shared Hydration Stations - Personal Water Bottles only!	No use of shared Hydration Stations - Personal Water Bottles only!
Competition	NO COMPETITION WITH OTHER SCHOOLS	NO FORMAL COMPETITION (Formal Competition is considered an in-season contest.)	NO FORMAL COMPETITION - Exception Girls Golf. (Formal Competition is considered an in-season contest.)	FORMAL COMPETITION BEGINS
Facility Maintenance	Cleaning Schedules should be created and implemented for all Facilities and Equipment. Coaches will need to help maintain sanitation.	Cleaning Schedules should be created and implemented for all Facilities and Equipment. Coaches will need to help maintain sanitation.	Cleaning Schedules should be created and implemented for all Facilities and Equipment. Coaches will need to help maintain sanitation.	Cleaning Schedules should be created and implemented for all Facilities and Equipment. Coaches will need to help maintain sanitation.
Individual Athlete Gear and Equipment	NO SHARING OF CLOTHING, SHOES, TOWELS, WATER BOTTLES, ETC...	NO SHARING OF CLOTHING, SHOES, TOWELS, WATER BOTTLES, ETC...	NO SHARING OF CLOTHING, SHOES, TOWELS, WATER BOTTLES, ETC...	NO SHARING OF CLOTHING, SHOES, TOWELS, WATER BOTTLES, ETC...
Appropriate Clothing	All Athletes should wear appropriate clothing, shoes, etc... at all times! Shirts are required at ALL times.	All Athletes should wear appropriate clothing, shoes, etc... at all times! Shirts are required at ALL times.	All Athletes should wear appropriate clothing, shoes, etc... at all times! Shirts are required at ALL times.	All Athletes should wear appropriate clothing, shoes, etc... at all times! Shirts are required at ALL times.
Celebratory and Sportsmanship Acts involving Contact	PROHIBITED	PROHIBITED	PROHIBITED	MODIFIED SPORTSMANSHIP PRACTICES SHOULD BE OBSERVED
Transportation	NO TRANSPORTATION	CLEANING REGARDING TEAM OR GROUP TRANSPORTATION MUST BE FOLLOWED		

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	Phase I	Phase II - July 20th - August 14th		Phase III
	July 6th - July 19th	July 20th - August 2nd	August 3rd - August 14th	August 15th
		(Normal Summer)		
Attendance	COVID-19 Attendance must be taken.	COVID-19 Attendance must be taken.	COVID-19 Attendance must be taken.	COVID-19 Attendance must be taken.
COVID-19 SYMPTOMS	Any person with symptoms is referred to his or her primary care provider and not allowed to participate.	Any person with symptoms is referred to his or her primary care provider and not allowed to participate.	Any person with symptoms is referred to his or her primary care provider and not allowed to participate.	Any person with symptoms is referred to his or her primary care provider and not allowed to participate.
Locker Rooms	NO LOCKER ROOM USE - athletes should report in proper gear and return home to shower at the conclusion.	Locker Rooms are OPEN - Practice Social Distancing when possible. If locker rooms or meeting rooms are used, 50 percent capacity is recommended.	Locker Rooms are OPEN - Practice Social Distancing when possible. If locker rooms or meeting rooms are used, 50 percent capacity is recommended.	Locker Rooms are OPEN - Practice Social Distancing when possible. If locker rooms or meeting rooms are used, 50 percent capacity is recommended. *If the restriction to 50 percent capacity at competitive events creates a hardship and impacts the hygiene or safety of students, a 50 percent or greater capacity is allowed.
Gathering Sizes	Decreased as much as possible to reduce risk - 50% Capacity in large areas (weight rooms, wrestling rooms, etc...	Decreased as much as possible to reduce risk - 50% Capacity in large areas (weight rooms, wrestling rooms, etc...	Decreased as much as possible to reduce risk - 50% Capacity in large areas (weight rooms, wrestling rooms, etc...	Decreased as much as possible to reduce risk - Larger than 50% Capacity in large areas is allowed if you must.
Equipment	If equipment must be shared, this equipment should be cleaned prior to use and immediately following usage.	If equipment must be shared, this equipment should be cleaned prior to use and immediately following usage.	If equipment must be shared, this equipment should be cleaned prior to use and immediately following usage.	If equipment must be shared, this equipment should be cleaned prior to use and immediately following usage.
Student-Athlete Responsibility	Students are expected to shower at home, wash workout clothing immediately after, wash hands for a minimum of 20 seconds.	Students are expected to shower at home, wash workout clothing immediately after, wash hands for a minimum of 20 seconds.	Students are expected to shower at school or home, wash workout clothing immediately after, wash hands for a minimum of 20 seconds.	Students are expected to shower at school or home, wash workout clothing immediately after, wash hands for a minimum of 20 seconds.
Weightlifting	No Excercises requiring a spotter can be conducted.	Free weight excercises requiring a spotter CAN be conducted.	Free weight excercises requiring a spotter CAN be conducted.	Free weight excercises requiring a spotter CAN be conducted.

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