

FMS Digital Learning Back to School Plans September 2020



This document is being created and updated from frequently asked questions and changes due to CDC/GaDOE /DCSS updates in protocols or recommendations. Please email the FMS website or an administrator if you have any additional questions that are not addressed here. Thank you for your patience as we work through this unprecedented time!

To learn more about DCSS specific school plans and protocols click here:
[DCSS - Learning by Design Information](#)

Answers to your questions....

School-Based Digital Learning (SBDL)

| | |
|------------------------------------|--|
| SBDL School Day | <p>SBDL students will follow our 7-period schedule. They will have breaks in between classes and while their 4th period class eats lunch. All classes will be 45 minutes. We will run our normal 7-period day Monday - Thursday with Flexible Fridays*. To see a copy of the updated class schedule, click here: Updated Bell Schedule 20-21</p> <p><i>*Flexible Fridays - Students will have all seven classes to get caught up, turn things in, have a tutoring session, etc.</i></p> |
| Slow or No Internet | <p>The DCSS Technology department is working on this issue. The school system's goal is to have all students online and participating in daily live instruction with their teacher. Teachers will be recording lessons and making them available for viewing at a later time for those students that have slow internet, cannot attend, or need to see/hear it again. If the internet is unavailable in your area, contact the school counselor, Kim Burdett at kimberly.burdett@dcssga.org. Some internet companies are offering free internet options for students during the pandemic. ex. Comcast ~ Free Internet Essentials for 2 months</p> |
| Recorded Lessons | <p>The school system's goal is to have all students online and participating in daily live instruction with their teacher. Teachers will be recording lessons and making them available for viewing at a later time for those students that have slow internet, cannot attend, or need to see/hear it again. Please see your teachers for the guidelines for watching recorded lessons.</p> |
| SBDL - All Year | <p>School-based digital learning will be offered all year long.</p> |
| Changing from SBDL to Face to Face | <p>While it is an option all year, we would encourage parents to make this change to their students' learning model at <u>the end or start of a grading period</u>. Notification of this change would need to be provided to FMS at least 1 week prior to that time. The start of the 2nd Nine Weeks is October 8th and the start of 2nd Semester is January 6th. Please contact Sheri Bartlett or an FMS administrator via email to notify us of this change.</p> |
| Jr Beta | <p>6th grade students who participated in Junior Beta in Elementary School will be allowed to participate in Middle School. Alison Fuqua is the Junior Beta sponsor. Please check the FMS website Jr. Beta page for more information and forms.</p> |

| | |
|---|---|
| <p>Grades</p> | <p>Grades should be checked through Parent Portal (Infinite Campus) on a regular basis. Google Classroom only shows assignment grades and may not reflect the correct or most current class grade. Please use this link to access Parent Portal: https://campus.douglas.k12.ga.us/campus/portal/douglas.jsp Sign-up Instructions for Parent Portal - https://drive.google.com/file/d/14u-Y57aZLLdNqxcRirw3YhxnIYiggd9/view?usp=sharing Middle School Grading Policy - https://drive.google.com/file/d/1c4nU9i9Fd2FyY74-ioO0DJ6NJ3xEVO-l/view?usp=sharing</p> |
| <p>Attendance Policy dental appts etc.</p> | <p>If you need to miss class or school due to being sick or a doctor/dental appointment, please email, scan, or fax your doctor's note to our attendance clerk, Mrs. Gwen Palmer at gwen.palmer@dcssga.org. Students are responsible for seeing their teacher to get their makeup or missed assignment.</p> |
| <p>Communication with teacher</p> | <p>FMS will use Google Classroom as our primary means of communication with parents and students. Each teacher will invite you to participate as a parent in their Google Classroom. It is important to accept these requests, so that you can receive and send communication with your child's teacher. This will give you access to the teacher's email. Remind will be used for class announcements only and should not be used to communicate with teachers or to submit assignments.</p> |
| <p>Parent-Teacher Conferences</p> | <p>At this time, all parent-teacher conferences will be held virtually.</p> |
| <p>Traditional Face-to-Face* (Starting September 14, 2020) <i>*Subject to Change</i></p> | |
| <p>Sneak-a-Peek Part 2* (*6th Grade and <u>New 7th & 8th Grade Students Only</u>)</p> | <p>We will have an open house for 6th grade and new students only. This event will be on Thursday, September 10th from 5:30 to 7:00 pm. This event will allow all new students, who are returning face to face, an opportunity to find their classrooms before the first day. Students will need to have a copy of their schedule with them (print in advance or pull it up on your phone). We will have copies of school maps available. In order to maintain social distancing, only students and their parents may attend using the following schedule:</p> <ul style="list-style-type: none"> ● Students Last Name A - G will arrive at 5:30 pm and must be done no later than 5:55 pm. ● Students Last Name H - P will arrive at 6:00 pm and must be done no later than 6:25 pm. ● Students Last Name Q - Z will arrive at 6:30 pm and must be done by 7:00 pm. |
| <p>New School Hours</p> | <p>Our school day will run from 9:00 am - 4:10 pm each day. HR will begin at 8:40 am each morning and students will be considered absent or tardy at 9:00 am. FMS main office hours will be from 8:15 am - 5:15 pm. The new bell schedule can be found at the bottom of this document.</p> |
| <p>Arrival to School and Temperature Checks</p> | <p>7:30 - 8:55 am: Fairplay doors will open each morning at 7:30 am. Students will report to their designated areas (6th - Gym, 7th - Media Center, 8th - Cafeteria) to wait until we move to first period at 8:40.</p> <ul style="list-style-type: none"> ● Sixth Graders will enter the building at the car rider/gym concession entrance. ● Seventh Graders will enter the building at the media center entrance. ● Eighth Graders will enter the building at the cafeteria entrance. <p>Students will have their temperature checked before entering their designated areas. Students who have a fever will be sent to our isolation room and will be sent home. Social distancing will be practiced in all areas.</p> <p>After 8:55 am: Students who arrive after 8:55 am will need to enter the building through the main office entrance. They will have their temperature checked there before they proceed to their appropriate class.</p> <p>Please note: If your student has a temp of 100.4, they will not be able to attend school until they have been fever free for at least 72 hours.</p> |

| | |
|---------------------------|---|
| | |
| Students Not Feeling Well | <p>Please keep your child home if he/she is displaying any of the following symptoms:</p> <ul style="list-style-type: none"> ● fever or chills ● cough ● shortness of breath ● fatigue ● muscle or body aches ● headache ● new loss of taste or smell ● sore throat ● congestion ● runny nose ● vomiting ● diarrhea <p>Students displaying COVID symptoms at school will be placed in an isolation room to be monitored until a parent can pick them up. The FMS school nurse and parents will be notified. Digital learning will be provided as needed.</p> |
| Breakfast & Lunch | Students will eat breakfast and lunch in their classrooms. Social distancing will be enforced in the cafeteria line as lunches are distributed. Students will have touchless breakfast and lunch procedures. It is highly recommended that payments be made using School Cafe' . |
| Masks | All students and staff are required to wear masks at all times. This includes school buses for students. Teachers may incorporate mask breaks throughout the school day for students as needed. Students will not need to wear masks when they are in classes that meet outdoors and are socially distanced, like PE. Visitors MUST wear masks at all times. |
| Visitors | All visitors will be required to wear a mask. They must remain in the foyer and/or front office. At this time, parents will not be able to join their students for lunch. Checking In: Students will check in on their own and will not need to be escorted in by a parent. Checking Out: Parents will check students out like normal in the main office. Only one parent will be allowed into the main office at a time. Parents must have a valid ID and must wear a mask in order to be allowed into the main office. |
| Water Bottles | FMS water fountains and vending machines will not be in service at the start of school. Students will be allowed to bring a CLEAR/SEE-THROUGH, NON-GLASS water bottle to school with them each day. This water bottle must have the student's name on it and cannot be shared with other students at all. |
| Social distancing | Social distancing should be followed when possible. Desks/tables will be separated, students will face in one direction, and 6-foot markings will be placed in appropriate areas. |
| Support Services | Support services* will continue as stated in each IEP or learning plan. <i>*Gifted, ESOL, Special Education, and Speech</i> |
| Chromebooks | Students will be required to bring their DCSS issued chromebooks to school with them each day. Per their digital pledge agreement, their computer must be fully charged when they arrive each day. Students should also bring their charging cable in case they need it during the day. As with school supplies, students will not be allowed to share charging cables or borrow from each other. Students who opted out of receiving a DCSS chromebook will be issued one when they come face to face. This will be for school use only and will not be allowed to go home with them. They will not be allowed to bring personal devices to school with them. Families can change and be issued a DCSS device by completing the student pledge, user agreement, and by paying the \$25 technology fee. All of these will be handled in the FMS Media Center. |
| | |

| | |
|---|---|
| School supplies | Students must have and use their own personal supplies (crayons, pencils, scissors, glue, etc.) instead of sharing classroom materials. School supply lists can be found on the FMS website. https://fms.dcssga.org/UserFiles/Servers/Server_128570/File/20-21%20FMS%20School%20Supply%20List.pdf |
| Restrooms | In order to encourage social distancing in the restrooms, students will be allowed to use them no more than 2-3 students at a time (depending on the bathroom). Our custodial staff will routinely clean and sanitize the bathrooms throughout the day. |
| Classroom cleaning procedures | All touched surfaces will be disinfected throughout the school day. Hand sanitizer will be available in each classroom. Students will sanitize or wash their hands as they enter and exit the classroom. |
| Class Transitions | Students will transition from class in small groups by class/teacher. Time for class changes has been extended to 12-15 minutes in order to appropriately social distance. |
| Face to Face Class Size | The average class size for socially distanced classrooms is 16 students. Larger classrooms will be able to accommodate more students. |
| Lockers | At this time, we will not be using our lockers. Please see the bookbag policy below. |
| Book Bags | At this time, students will be allowed to carry a bookbag with them from class to class. Due to limited classroom sizes and storage space, students will be limited to only one bookbag (no tote bags or cinch bags). All belongings must be kept inside the bookbag. |
| Teaching Assistants (Classroom Reduction Substitutes) | To help FMS maintain social distancing, the DCSS has hired 5 teaching assistants for FMS. Every day when a classroom has reached its limit (15-20 students depending on the classroom) overflow students will be assigned to one of these rooms where they can continue learning virtually with their class and teacher. Students will rotate into these overflow classrooms each day and will need earbuds so they can hear their class instruction. The class rotation, if needed, will be shared by the teacher and will vary (some classes are rotating by days while others are rotating a week at a time).. |
| Agendas | FMS will still use our agenda system. Students will be required to purchase an agenda for \$5.00 to record assignments and due dates. Parents are asked to check and sign the agenda on a regular basis as this will be another way for teachers and parents to communicate with each other. |
| Cell Phones | Students will not be allowed to carry cell phones on their person during the school day. Students may store their cell phone in their bookbag for safekeeping. All cell phones must be turned OFF during the school day. If a phone goes off or is seen during the day, it will be confiscated for parent pick up. FMS will not be responsible for phones that are lost during the school day. |
| Communication with teacher | FMS will use Google Classroom as our primary means of communication with parents and students. Each teacher will invite you to participate as a parent in their Google Classroom. It is important to accept these requests, so that you can receive and send communication with your child's teacher. This will give you access to the teacher's email. Remind will be used for class announcements only and should not be used to communicate with teachers or to submit assignments. |
| Changing from Face to Face to SBDL | This can be done at any time during the school year. We would need a 24-48 hour notice so that teachers can be notified. Please contact Sheri Bartlett or an FMS administrator to notify us of this change. |
| Jr Beta | 6th grade students who participated in Junior Beta in Elementary School will be allowed to participate in Middle School. Alison Fuqua is the Junior Beta sponsor. Please check the FMS website Jr. Beta page for more information and forms. |
| Grades | Grades should be checked through Parent Portal (Infinite Campus) on a regular basis. Google Classroom only shows assignment grades and may not reflect the correct or most current class grade. Please use this link to access Parent Portal: https://campus.douglas.k12.ga.us/campus/portal/douglas.jsp Sign-up Instructions for Parent Portal - https://drive.google.com/file/d/14u-Y57aZLLdNqxcRirw3YhxnIYiggd9/view?usp=sharing Middle School Grading Policy - |

| | |
|---|--|
| | https://drive.google.com/file/d/1c4nU9i9Fd2FyY74-ioO0DJ6NJ3xEVO-l/view?usp=sharing |
| Band | In order to safely practice social distancing, all band classes will be held in our cafeteria. Mr. Broome will share additional safety details at a later time. Parents can email questions to jonathan.broome@dcssga.org or check https://fairplay-music.weebly.com/ . |
| Chorus | In order to safely practice social distancing, all chorus classes will be held in our band room. Mrs. Barker will share additional safety details at a later time. Parents can email questions to lynnelle.barker@dcssga.org . |
| Parent-Teacher Conferences | All parent-teacher conferences will be held virtually. |
| Field Trips | Field trips are on hold until further notice, pending CDC and DCSS guidelines. |
| Buses | <p>Students must be at their designated bus stop 5 minutes before your scheduled pick-up time located at http://webquery.douglas.k12.ga.us/livewebquery/webquery/. The time posted is an anticipated time. Please be aware that the bus is considered on time if it is within 5 minutes, early or late, of the anticipated time.</p> <p>Parents may use the Here Comes the Bus app to track their student's bus in real-time. https://www.dcssga.org/departments/transportation/here_comes_the_bus_information</p> <p>We know that transportation uses a product called Quat-Stat, which is a disinfectant and is widely used on the national level to clean and sanitize buses. Buses are also being fogged using the same chemical. In addition to the buses being cleaned and sanitized, students are required to wear masks on the bus (some exceptions may apply for special needs students).</p> |
| Car riders | Social distancing protocols will be in place for car rider dismissal once students return to school. Students will be dismissed in smaller groups as their ride arrives at school. All car riders should be picked up no later than 4:30 pm. |
| Testing Positive for Covid-19 and Contact Tracing | <p>Students and faculty members who have a temperature or who are sick should not report to school. An employee or student who tests positive for COVID or is otherwise required to quarantine may not return to school until they are cleared by the district's head nurse.</p> <p>Students or faculty members who become sick, or are experiencing symptoms while at school, will be moved to a designated isolation room. FMS will work with the lead nurse and DCSS Assistant Superintendent of Student Services to follow the DCSS Covid-19 protocol. If a quarantine is warranted, whether it is for specific students or the whole school, digital learning will start immediately for students.</p> <p>Please see the DCSS webpage for contact tracing information: DCSS Contact Tracing Information</p> |