



## [Bridgepoint and Crossroads Hybrid Learning Procedures/Protocols](#)

This document is intended as a brief overview of our procedures for Hybrid learning. There are more comprehensive and lengthy documents that exist via our district website as well as video overviews on our YouTube channel, MacGregor Social Media.

### General Health and Safety

- All students and staff are required to wear face coverings in accordance with CDPH guidelines. In order to comply with this guidance, schools must exclude students from campus if they are not exempt from wearing a face-covering under CDPH guidelines and refuse to wear one provided by the school.
  - Exempt students should wear a face shield
- PPE is readily available.
  - Should you need any PPE, contact your site office.
- Student and Staff Health Screenings
  - Staff and Students are directed to not come to school if they answer yes to any of the symptom checks
  - NUSD will follow Alameda County Schools Guidance for any suspected or confirmed COVID-19 cases.
  - Students showing COVID-19 symptoms at school will wait in the isolation area to keep isolated from others; parents will be required to arrange for the student to be picked up immediately if determined necessary by the site administrator.
  - Should you need to send a student to the nurse or office, call/radio ADMIN and request an escort. Someone will come meet the student and escort them to either the office or the isolation area.

### Accessing Campus

- **Campus remains closed;** only students and staff will be allowed on campus.
- After drop off, students will go directly to the classroom, with masks on.
- Stay 6ft apart; stickers and directional arrows will be on the ground to ensure physical distancing between flows/sides of traffic.

- Hand sanitizer stations and/or hand sanitizer dispensers will be available for students and staff throughout campus.
- Students will keep all belongings (backpacks) with them at their desk during the day.
- Drinking fountains will not be available.

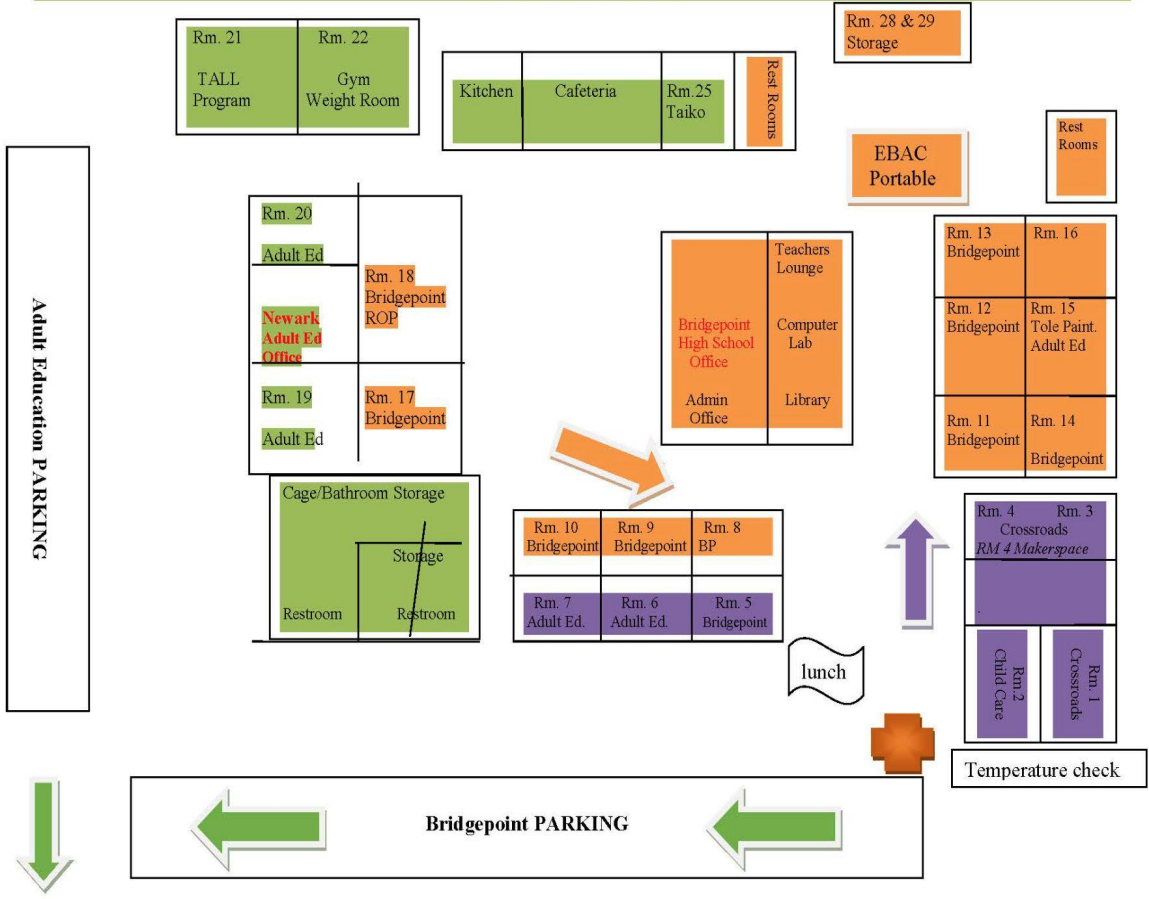
### **Student and Parent/Guardian Every Day To Do**

- Parents/Guardians: Complete the Home Health Screening every day before coming to school
- Students: Bring the following to school
  - Must wear a face covering
  - Filled water bottle (optional, but encouraged)
  - Charged Chromebook with charger (headphones optional, but encouraged)
  - Other classroom supplies as directed by teachers

### **Arriving at School**

- Students should **not** arrive prior to 8:00 AM.
- Parents are not allowed on campus and must remain in their vehicles
- Students who are walking will go to health check and then report directly to their classroom
- **SEE ATTACHED MAP**

**MacGregor Alternative Education Center Map-Evacuation Routes**  
**Bridgepoint HS**  
**Crossroads Independent Studies Program(ISP)**  
**Newark Adult Ed**



## Classroom

- Students and staff wear face coverings at all times (except in exceptional situations)
- Follow expectations for students to maintain social distancing of 3 ft indoors between each other and 6ft from teacher
- Use easily accessible hand sanitizer available
- Students will have an assigned desk
- No sharing of classroom supplies such as pencils, crayons, etc
- Drinking fountains are closed.
- Students need to bring their devices daily (dependent on teacher assignments and daycare needs)
- Backpacks are to be stored at the student's desk

## Restrooms

- Restroom usage is limited by bathroom capacity and will be monitored throughout the day
  - Classroom logs will be kept
- Only one student may leave the classroom to use the restroom at any given time
- Signs will be posted to remind students about proper handwashing procedures.

## Grab-and-Go Lunch

- Grab and go lunches will be available daily for all students.
- Students and families will pick them up as they exit campus.

## Exiting School (see map for locations)

Pick up by vehicle

- Parents will drive into the lane by the curb of our front loop and wait for the student. **Windows should remain closed the whole time.** .

## Late Pick Up

- Any student(s) who have not been picked up by 11:30 will go to the front of the school.
- Students will wait on markers (distanced 6' apart).
- Families will be contacted by office staff while students will remain on markers, outside.

## Leaving Early

- Since students are on campus for such a short amount of time, we ask that appointment be made outside of the on-campus time.
- If there is an emergency situation where a student needs to leave early, the parent should call the office from the drive through lane. **Do NOT exit the vehicle or come onto campus, your student will be brought out to you.**
- The office will notify the teacher so that the student can be sent to meet the parent at the specific location.

## **Student Office Visits (Illness & Injury) Protocol**

### **ILLNESS PROTOCOL**

- Teacher/Staff member will notify the office staff via telephone or walkie-talkies.
- Member of office team will be dispatched to classroom to escort student to office for evaluation
- Students will pack up belongings and proceed to the Office.
- Students will sanitize their hands before leaving the room.
- Office staff will notify the custodian so safe and least distracting disinfecting process immediately happens in the areas the student
- Upon arrival, office staff will take the child's temperature and call the parent/guardian.
- The ill, or suspected ill, student will remain in the isolation area until their parent/guardian arrives.
- Parent/Guardian will receive district documentation stating the student's reported illness (symptoms listed) and recommending a follow-up visit with their doctor.

### **INJURY PROTOCOL**

- Teacher/Staff member will notify the office staff via telephone or walkie-talkies.
- Office team will follow (if/then) flowchart to appropriately respond to student injury
- Student will sanitize when entering office
- Depending on severity of injury, parents will be contacted. (small scratch-no, bumped head-yes)
- Documentation of minor injury will be sent home.

	
<h3>Be Cool</h3>	<h3>On campus</h3> <ul style="list-style-type: none"><li>- Wear a mask.</li><li>- Wait your turn.</li><li>- Follow safety protocols.</li></ul>
<h3>Take Care of Business</h3>	<ul style="list-style-type: none"><li>- Bring Chromebook and necessary materials.</li><li>- Stay informed about your progress in class and overall credits.</li><li>- Earn productive days by participating and completing work.</li></ul>