

## Parent Information Regarding Covid-19 Specific Discipline Protocols

Maintaining the safety of all students and staff at Keith Middle School is our number one priority. Therefore, we must have certain protocols specifically related to violating the measures we have in place to ensure that safety. It is our hope to educate students first on the importance of following these rules however, if students do violate our rules, the following protocol will be put in place with respect to progressive discipline.

\*School administration will visit each class within the first week to explain masks and specific Covid-19 protocols.

\* **Students violating Covid-19 related protocols-** the **first time** this is observed, they will be sent to administration and a call will be made home. A conference with the parent and student will be conducted and documented. Any subsequent offense will be written up by the teacher under Aspen conduct.

- **First written offense-minor** = detention with AP 1 hour.
- **Second written offense-minor** = Admin discretion range from 1 day ISS to 3 one hour detentions.
- **Third written offense** = Admin discretion range from 1+ days ISS to major category offense.
- **First offense-major** = Consequence of the next 3 in-person days will be distance learning only. Student and parent must have a reentry meeting or review with AP within the 3 days.
- **Second offense-major** = Consequence of the next 6 in-person days will be distance learning only. Student and parent must have a reentry meeting or review with AP after the 6 days.
- **Third offense** = Consequence of semester long distance learning. Administration will make a decision on when the student will return to school if this happens towards the second half of a semester.

**Fighting-** This is equivalent to 3 major offenses as it puts staff and students at serious risk of exposure and will result in the rest of the semester in distance learning. Administration will make a decision on when the student will return to school if this happens towards the second half of a semester.

**Students watching a fight-** if students are watching a fight and break social distance protocols or impede staff, this will result in a major offense.

**Meeting Format:** meetings will take place via Zoom or Google Meets to ensure social distancing.

Definitions: these are examples but not exclusive to possible scenarios of an offense.

- **Minor offense** = Some examples include: keeps forgetting to put on a mask, flicking soap/hand sanitizer, breaking 3-foot boundary not on purpose, etc.

- **Major offense** = Some examples include: purposely not wearing a mask or continually not covering both mouth and nose, coughing/sneezing on another student on purpose, taking another student's mask, breaking 3-foot boundary continually or on purpose, touching another student on purpose, throwing objects at other students, etc.

### **Mask protocols:**

Masks are among the most important single measures to contain the spread of COVID-19.

We require all students second grade and above and all staff to wear masks that **adequately cover both their nose and mouth**. Exceptions must be made for students with medical, behavioral, or other challenges who are unable to wear masks/face coverings.

Masks will be worn at all times in the school except during mask breaks (when students are 6' or more apart) or when eating.