

# PHS Important Hybrid Student Information

*Please read this entire letter carefully for critical information and parent action items.*

Dear Plainwell High School Parents and Students:

Welcome back. We missed you! We hope that you are staying healthy and safe. Our staff recognizes the many challenging issues and problems that students, parents and families are facing. Please let us know if we can help in any way. We are looking forward to seeing our students in the school building. Returning to school in person will involve many changes. Being in school is going to look and feel very different because of social distancing protocols. Watch for the Principal's Welcome Back Video that will be posted on Monday, September 28th.

Plainwell Community Schools will be transitioning to a "Hybrid Model" starting on Thursday, October 1st.

- **Group A will report to school on October 1st, while Group B will be on remote via Zoom.**
- **Group B will report to school on October 2nd, while Group A will be on remote via Zoom.**

## Hybrid Plan:

- Group A - Reports on Mondays and Thursdays. **Work synchronously via Zoom on Tuesdays and Fridays from home.**
- Group B - Reports on Tuesdays and Fridays. **Work synchronously via Zoom on Mondays and Thursdays from home.**
- Wednesdays - Will be a remote learning day for both hybrid groups. Students will have assignments and work to complete; there may not be a Zoom component depending on the teacher.
- Tech Center - Students attend five days per week, the same schedule as last year.

We will be limiting the number of people in the building. The school will open for students at 7:15 AM and close at 3:00 PM. At 7:15 AM, students will be allowed to go to the Cafeteria to receive breakfast. Students may report no earlier than 7:30 AM to 1st period. Classes start at 7:40 AM. Please note that there will be no locker use during the first trimester. We will make arrangements if a locker is needed on a case-by-case basis.

Entry and Exit Into The Building - this year, students will enter and exit into the building based on the following:

1. **Event Center Entrance** - Use this entrance if you are a Student Driver; students must park in the far west parking lot in front of the stadium ticket booth. Students still need a parking permit. The cost of the permit is \$5. See Mrs. Gower.
2. **Cafeteria Doors** - Bus riders only; students must get off the east side of the building and enter through the cafeteria doors.
3. **Main Entrance Doors** - Use this entrance if you have a Parent Drop-Off student.

Note: Students should exit through the same doors they entered into in the morning.

## New Changes - Things You Need to Know!

1. **Masks** must be worn at all times (except during lunch) on school grounds, in classrooms, hallways, bathrooms, etc. and on buses at all times. Masks must cover the nose and mouth and may only be removed when students are eating in the cafeteria. Students with medical documentation will be allowed to wear shields instead of masks.
2. **Building opens at 7:30 AM**
  - a. Students that drive to school or are dropped off, should arrive at 7:30 AM.
  - b. Cafeteria doors will open at 7:15 AM or when the first bus arrives for those getting breakfast before school.

- c. Students may either wait outside or wait in the cafeteria until the first bell rings at 7:30 AM.
  - d. **Students will not be able to walk around in the school and congregate.**
3. **Two students per restroom at a time.** Bring your School ID in the lanyard and place it on the hook outside the restroom. If you see an open hook, you may use that restroom. Restrooms are available during class time, not during passing time unless there is an emergency. Students will go directly to their class and check-in with their teacher. After passing time has ended, students can use the restroom at that time.
  4. **Your school ID** in your lanyard is your pass to be out of class or use the restroom; two at a time.
  5. **Backpacks and Book Bags** - Students will be able to bring book bags into the classroom this year only.
  6. Band students will be directed on where to place their instruments during the first day of school.
  7. **Pack a water bottle.** Our traditional drinking fountains are turned off, but our water bottle filler stations are available.
  8. **Chromebooks** - Students are expected to bring their Chromebooks in their protective case, fully charged with them to and from school each day.
  9. **Food Service** - All cafeteria meals are free to **all students** until the end of December. Lunch lines will be the same but with social distancing and with some prepackaged items.
  10. **One way hallway and directions** - You will notice that the hallway floors are divided in half with a lane marker and directional arrows are in place. You will be asked to single file as much as possible.
  11. **Lockers** - Are not available for the remainder of the 1st trimester. If you have extenuating circumstances, please let us know and we will provide you with a locker.
  12. **Attendance** - Students will check-in being present for the day on their infinite campus student portal during the first period they attend school and on their remote/virtual days. Parents still need to call their child in excused for an absence to the attendance line at 269-685-2430 by the following day.

Upcoming Important Dates:

- October 14th - PSAT Testing (9th Grade) and SAT with Essay (12th Grade)
- October 21st - Parent-Teacher Conferences (Virtual via Zoom)
- October 27th - SAT Makeup (12th Grade)
- October 28th - Picture Retakes
- October 29th - PSAT Testing (10th Grade) and PSAT/NMSQT Testing (11th Grade)

Links to Review:

- Plainwell High School Student Handbook - [HERE](#)
- Virtual/Hybrid Learning Student Handbook Addendum - [HERE](#)
- Back To School Expectations - [HERE](#)

Parents Must Complete the Following Forms:

- Update Parent Portal with new contact information and sign release forms - [HERE](#)
- All parents are being asked to complete this form [COVID Screener Parent Sign-Off](#). This form needs to be completed by the first day of school. Your child may not return to school unless you have signed this. Please feel free to contact us with any questions at (269) 685-9554.

Sincerely,

*Jeremy Wright*

Mr. Jeremy Wright  
Principal

*Deb Beals*

Mrs. Deb Beals  
Assistant Principal

Letter revised as of September 26, 2020.