



SALEM MIDDLE SCHOOL

Pascale DeVilmé
Principal

51 New Market Street
Salem, New Jersey 08079
Phone 856- 935-2700
FAX 856-935-4280

William Allen
Vice Principal
Michele Beach
Vice Principal

August 2020

Dear Parent/Guardian,

The first day of school is quickly approaching. The administration and staff of Salem Middle School are working diligently to open our school under the most unusual of circumstances due to the COVID 19 Pandemic. As we continue to prepare for the first day of school on Thursday, September 3rd, 2020, we resolve to make your student's health and well-being our priority.

Based on the most recent information provide to us by the NJDOE Road Back Restart and Recovery Plan and the CDC (Centers for Disease Control), we have developed the following student protocols:

Face Covering:

First and foremost, all staff and students must wear proper face masks and practice social distancing while on campus. Please review the enclosed document.

Qualtrics:

By 7:00am each morning, all students and staff must complete the Qualtrics survey. Students and staff that **have not completed the survey** or have **a negative outcome**, will **not** be allowed entry into the building. Additional information on Qualtrics will be forthcoming.

Student Entry/Reporting to School:

Our first day of school is Thursday, September 3rd. Please inform your student that the school building does not open until 8:00am each morning. No exceptions. In order to maintain social distancing, students are to gain entry into the building at the following locations:

- | | |
|-----------------------|--|
| 3rd grade | Back playground/Center "Guidance Doors" located near Administrative Parking |
| 4 th grade | Doors located on the far side of the playground; behind gym; next to the loading dock |
| 5 th grade | Doors in the front of the building between the main entrance and the 6 th grade doors |
| 6 th grade | Doors in front of building near Wesley Street side of school (use steps) |
| 7 th grade | Main Entrance doors |
| 8 th grade | Doors located in the front of the building on Carpenter Street side of school (use steps) |

Assigned administration and staff will monitor each location. Staff will only allow students entry into the building that were cleared by Qualtrics.

Homeroom:

Once students have entered the building, they will report directly to their assigned homeroom. To reduce movement in the hallways, homeroom this year is also your student's first period class. We have also eliminated locker use at this time to avoid student congregation in the halls. During homeroom, students will be provided breakfast and hear the school announcements. Students will also receive their desk shield to transport to each of their classes and lunch.

Lunch:

We will continue to utilize three lunch periods this year in order to socially distance the students. The cafeteria, and gymnasium, will provide adequate spacing to accomplish proper social distancing. Metz Culinary Services will implement proper protocol and procedures for food delivery.

Personal Safety:

In addition to the above mentioned procedures, students will be responsible for their own personal sanitizing by using the following district supplied materials: hand sanitizing stations outside every classroom, soap and water available in all lavatories and identified classrooms, disinfectant wipes for desks, chairs, shields, computers, etc. Students cannot and will not be allowed to share items such as school supplies or food and snacks. Please be advised that school water fountains have been disconnected. As a result of this, your child will be allowed to bring his/her own personal water bottle to class.

The Salem Middle School has also implemented a policy of no visitors to the school unless you have an appointment and are wearing a facial mask.

Additional District, NJDOE, and CDC Information on School Reopening:

Please visit our district web site at www.salemnj.org to view all information relevant to the opening of Salem Middle School and the Salem City School District for the 2020-2021 school year.

For your convenience we have enclosed a registration form, a health information card, publication consent form, an Internet usage form, HIB Information form, School-Parent Compact, uniform policy, and the KI permission form. It is imperative that these forms are completed and returned to the school. You can return them with your student on the first day of school. Your timely assistance in this matter is greatly appreciated. Also enclosed in this packet is important information such as our 2020/2021 School District Calendar, an Emergency Response Plan/School Fact Sheet, a Student Accident Insurance flyer, district face mask policy, cell phone policy, and letters regarding our Family Life Education Curriculum and Pupil Records.

The Salem Middle School Administrative Team looks forward to working with you and the community in fulfilling your student's academic and social potential. We will continue to focus our attention in providing your child with the opportunities to gain the skills needed to achieve in today's world. Please visit the District website at www.salemnj.org to view the latest and most accurate information regarding our school.

Yours in education,


Pascale E. DeVilmé
Principal

(enclosures)

PD/tm