



**Richards Middle School**  
An International Baccalaureate School



Sunday, September 13, 2020

### Richards Middle School Warrior Weekly

<http://sites.muscogee.k12.ga.us/richards/>

(706) 569-3697

Parents,

As we get ready to receive our 6<sup>th</sup> grade students on Monday, September 14, and our 7<sup>th</sup> and 8<sup>th</sup> grade students on Monday, September 21, I wanted to provide you with some information on policies and procedures that have been put into place to better ensure the safety of the teachers and students.

1. **The doors at Richards Middle School will open at 8:10 AM for students who need to eat breakfast.** The driveway will not open until 8:00 AM. Parents will not be allowed in the building.
2. **If students do not wish to have breakfast at school, they will report beginning at 8:40 AM, and will proceed directly to the first class period of the day. First period will begin at 9:00 AM.**
3. **Students will be required to wear their mask during the school day** – teachers will provide “mask-down” time, where students are socially distanced for a short break without their masks. **Please Note: If a student refuses to wear their mask, a parent will be contacted, and the face-to-face student will become a virtual student.**
4. **The school will not be issuing lockers this year, so it is suggested that students bring book bags.**
5. The water fountains will not be in operation – students are encouraged to **bring water bottles** so that they can hydrate throughout the day.
6. **The scheduled day for Face-to-Face students is 9:00 AM until 3:50 PM;** for virtual students, the schedule is 9:00 AM until 3:20 PM. We will, however, begin releasing walkers and car riders at 3:25 PM to ensure best practices in social distancing are followed.
7. **If parents need to drop off medicine,** they can do so Monday thru Thursday 9 – 1pm, or Friday 9-12.

## REPPIN' RICHARDS

**Responsibility**

**Excellence**

**Professionalism**

### Bus Passes

6<sup>th</sup> grade students who ride the bus will receive their bus passes on Monday – They will be allowed to board the bus without a bus pass on Monday. Your bus stop can be located by going to the MCS D website, clicking on Families and students, clicking on Bus Stops, and then clicking on Info finder.



**Richards is a PBIS and IB World School where we strive to emphasize growth of the whole person: intellectual, personal, emotional and social.**

“To improve is to change; to be perfect is to change often.”

- Winston Churchill

## Schedule of Events

Monday, September 14 – 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup> periods –  
6<sup>th</sup> grade students will report directly to 1<sup>st</sup> period  
Monday

Tuesday, September 15 – 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> period

Wednesday, September 16 – 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup>  
periods

Thursday, September 17 – 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> periods


Friday, September 18 – 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup> periods –

# SEP 2020

### DAILY SCHEDULE

9:00 – 10:50 AM – 1<sup>st</sup> or 4<sup>th</sup> period  
11:00 – 1:20 PM – 2<sup>nd</sup> or 5<sup>th</sup> period  
Follow Lunch Schedule  
1:30 – 3:20 PM – 3<sup>rd</sup> or 6<sup>th</sup> period

A Day – 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>  
B Day – 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>

SUN	MON	TUE	WED	THU	FRI	SAT
		01	02	03	04	05
		B-DAY 4 <sup>th</sup> period 5 <sup>th</sup> period 6 <sup>th</sup> period	A-DAY 1 <sup>st</sup> period 2 <sup>nd</sup> period 3 <sup>rd</sup> period	B-DAY 4 <sup>th</sup> period 5 <sup>th</sup> period 6 <sup>th</sup> period	A-DAY 1 <sup>st</sup> period 2 <sup>nd</sup> period 3 <sup>rd</sup> period	
06	07	08	09	10	11	12
		B-DAY 4 <sup>th</sup> period 5 <sup>th</sup> period 6 <sup>th</sup> period	A-DAY 1 <sup>st</sup> period 2 <sup>nd</sup> period 3 <sup>rd</sup> period	B-DAY 4 <sup>th</sup> period 5 <sup>th</sup> period 6 <sup>th</sup> period	A-DAY 1 <sup>st</sup> period 2 <sup>nd</sup> period 3 <sup>rd</sup> period	
13	14	15	16	17	18	19
	6 <sup>th</sup> Grade In-Person Students Return to School B-DAY	A-DAY 1 <sup>st</sup> period 2 <sup>nd</sup> period 3 <sup>rd</sup> period	B-DAY 4 <sup>th</sup> period 5 <sup>th</sup> period 6 <sup>th</sup> period	A-DAY 1 <sup>st</sup> period 2 <sup>nd</sup> period 3 <sup>rd</sup> period	B-DAY 4 <sup>th</sup> period 5 <sup>th</sup> period 6 <sup>th</sup> period	
20	21	22	23	24	25	26
	7 <sup>th</sup> & 8 <sup>th</sup> Grade In-Person Students Return to School A-DAY	B-DAY 4 <sup>th</sup> period 5 <sup>th</sup> period 6 <sup>th</sup> period	A-DAY 1 <sup>st</sup> period 2 <sup>nd</sup> period 3 <sup>rd</sup> period	B-DAY 4 <sup>th</sup> period 5 <sup>th</sup> period 6 <sup>th</sup> period	A-DAY 1 <sup>st</sup> period 2 <sup>nd</sup> period 3 <sup>rd</sup> period	
27	28	29	30			
	B-DAY 4 <sup>th</sup> period 5 <sup>th</sup> period 6 <sup>th</sup> period	A-DAY 1 <sup>st</sup> period 2 <sup>nd</sup> period 3 <sup>rd</sup> period	B-DAY 4 <sup>th</sup> period 5 <sup>th</sup> period 6 <sup>th</sup> period			



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