

# Westwood On-Site Resource Center

Students must sign up and be given enrollment approval before attending our On-Site Resource Center. There will be no walk ups or same day entry. Normal attendance policies will be in effect, which includes parent check out, if a student needs to leave before school ends for the day.

Students will not be permitted to enter without ALL of the following:

Daily Health Attestation (given by staff)  
Charged Device/Laptop  
Headphones with Mic  
Large, filled water bottle  
Mask

Students will check in after 8am each morning. Upon check in, students will provide their student ID number and be assigned a classroom. Students will also designate if they will be eating lunch through the cafeteria (school lunch fees apply) or if they brought their own. Lunch will be eaten in the student's assigned classroom.

Students will be grouped according to class schedule, grade levels, services needed (SPED/ELL), or other important factors. Students will be assigned to a specific classroom and be in that classroom for the duration of remote learning and while attending the On Site Resource Center. No friend requests will be granted.

On-Site Resource Center staff will only assist with technology issues and general questions. Students will still follow the remote learning schedule, including online meetings with their teacher and independent work. All questions regarding curriculum and class assignments will be directed to their teacher.

Students that are found to be off task, not following appropriate physical distancing, inappropriate cell phone usage, not wearing their masks, or other behavior issues will be reassigned to remote only learning from home. All other school policies are still in effect, which include dress code, appropriate language, attendance, etc.

On-Site Resource Center students are restricted to the 600 building and the cafeteria (if needed). All other areas of campus are closed to the public and the front office is only open by appointment.

Bathrooms are restricted to 1 student at a time and water bottle filling stations are provided throughout the 600 building (no traditional drinking fountains are available per CDC guidelines and MPS safety policy). No students will be allowed to roam campus or use other facilities during this time. There will also be a designated "mask break" area that will only accommodate 2 students at a time.

At the end of the day, students will be provided cleaning supplies to clean their learning station. Hand sanitizer stations are also available in each classroom and throughout the On-Site Resource Center.

All On-Site Resource Center questions need to be directed to Assistant Principal Brady Pond via email at [bjpond@mpsaz.org](mailto:bjpond@mpsaz.org). Please refer to <http://www.mpsaz.org/beprepared/reopen/safety> for all safety guidelines.