A HUGE THANK YOU to all the members of the NHRMS Reopening Team. This document reflects many hours of dedication and work from the following members:

Ashley Delaney, Paraprofessional
Lara Sullivan, 6th Grade Teacher
Suzy Miner, Nurse
Kelly Lucas, Secretary
Jill Palmer, 8th Grade Teacher
Roy Parker, Assistant Principal

Steve Quinn, Building Supervisor
Amy Gerrish 5th Grade Teacher
Christina Rickard, Parent
Ashley Campbell, Special Education
Shaleen Thody, 8th Grade Teacher
Jason Peacock, Principal
<table>
<thead>
<tr>
<th><strong>General Student Expectations</strong></th>
</tr>
</thead>
</table>
| **Stay home if you are feeling ill**  
Students must stay home if they are feeling sick, have any symptoms consistent with COVID-19, or have had close contact with a person diagnosed with COVID-19. |
| **Face coverings or masks required**  
Students must wear face coverings or masks that completely cover the nose and mouth while inside the school and on the bus, with exceptions only for those students for whom it is not safe to do so due to medical conditions. “Mask Breaks” will be provided during the day (teacher discretion.)  
NHRHS will have backup disposable masks available for students who forget them or damage the masks.  
All masks should be appropriate and not distract from the educational process. Administration reserves the right to provide an appropriate mask in place of any mask deemed inappropriate.  
(See Appendix 1.) |
| **Social distancing required**  
Students must maintain social distancing to the greatest extent possible. Students are expected to practice social distancing when entering and exiting the building, in classrooms, and moving throughout the school. Sharing of school supplies and materials should be avoided when possible. |
| **Frequent hand washing or hand sanitizing expected**  
Students must engage in frequent hand washing or sanitizing upon arrival, before and after meals, after bathroom use, and after coughing or sneezing. |
| **School Bus Guidelines**  
Face coverings or masks are required prior to entering the bus and should remain on during the entire ride to and from school. Drivers will provide masks for students who do not have one.  
Students may not change buses.  
*Parents are strongly urged to drive their children to school each day.* |
### General Staff and Visitor Expectations

<table>
<thead>
<tr>
<th><strong>Stay home if you are feeling ill.</strong></th>
<th>Teachers, staff, and visitors must stay home if they are feeling sick, have any symptoms consistent with COVID-19, or have had close contact with a person diagnosed with COVID-19.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Face coverings or masks required.</strong></td>
<td>Teachers, staff, and volunteers must wear face coverings or masks that completely cover the nose and mouth while inside the school, with exceptions only for those for whom it is not safe to do so due to medical conditions. Teachers will be allowed to remove masks during direct instruction with permission and greater social distancing.</td>
</tr>
<tr>
<td><strong>Social distancing required.</strong></td>
<td>Teachers, staff, and volunteers must maintain social distancing to the greatest extent possible.</td>
</tr>
<tr>
<td><strong>Frequent hand washing or hand sanitizing expected.</strong></td>
<td>Teachers, staff, and volunteers and staff must engage in frequent hand washing or sanitizing upon arrival, before and after meals, after bathroom use, and after coughing or sneezing.</td>
</tr>
</tbody>
</table>
Attendance and Instruction

At this time, the State of Connecticut is allowing for one of three models for school this Fall based on confirmed Co-Vid cases, available resources, etc. East Haddam Public Schools will open this Fall with the “In Person Learning” option. At the same time, we must be prepared to modify planning to support a partial reopening or to allow for scaling back even further to a full closure at a future date if the public health data changes. As outlined in the East Haddam Public School’s return to school plan, the following guide may help provide a visual to the descriptions.

- Students working from home are expected to follow their regular schedule
- Students are expected to actively participate in live instruction from home
- Attendance will be taken each day

The in-person model of learning that will be in place for the reopening of the schools is described below:

**LEVEL 1 - In Person Learning**

Traditional Schedule with classes meeting each day - Health & Safety Expectations are followed.

*Students and teachers attend school every day with all State guidelines and expectations in place. Classroom and instructional activities will be adjusted to provide the safest environment for our students and staff.*

*There will be a **REMOTE LEARNING PARALLEL TRACK** for those students choosing to attend remotely. The expectation is that parents opting for remote learning will provide supervision and support for their children. Some students will learn at home due to medical concern, illness, quarantine, or other reasons with support from the school.*
Level 2 or HYBRID LEARNING - REDUCED SCHOOL POPULATIONS – As a result of surge in COVID 19, smaller groups of students are returned to school (alternating of 50% of students).

All NHRMS students we will be attending classes. In order to reduce the number of students in the building at any one time, half of the students will be attending classes in person while the other half of students will be attending classes via remote learning. Students with last names A – J attend in person instruction on Monday and Tuesday only. Students with last names K - Z will be expected to attend remotely on those same days. Wednesday will be a 100% digital day for all students. For Thursday and Friday, the alphabetized groups will switch locations (A - J will be working remotely / K - Z will be in person).

- All students will follow their schedule each day including students who are participating from home
- Attendance will be taken each day for all students
- Households will attend school on the same days

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students with last names A-J will be attending classes in person at school.</td>
<td>Students with last names A-J will be attending classes in person at school.</td>
<td>Students with last names K-Z will be attending classes via remote learning.</td>
<td>Students with last names K-Z will be attending classes in person at school.</td>
<td>Students with last names K-Z will be attending classes in person at school.</td>
</tr>
<tr>
<td>Students with last names K-Z will be attending classes via remote learning.</td>
<td>Students with last names K-Z will be attending classes via remote learning.</td>
<td>100% of students will be attending classes in person at school.</td>
<td>Students with last names J– L will be attending classes via remote learning.</td>
<td>Students with last names J – L will be attending classes via remote learning.</td>
</tr>
</tbody>
</table>
REMOTE LEARNING

A full closure might be necessary at a future date if the public health data changes. This will result in a short term closure (2-5 days, 2 weeks, etc.) or long term closure based on information from our medical advisors.

All students and parents engage in Remote Learning with materials and support from the school. Classroom learning and instructional activities are shared through Google Classroom, Google meets or other digital means. The Remote Learning model is similar to the model used in the Spring of 2020 with a blend of synchronous and asynchronous learning. However this Fall, there will be more structure to the student day and a good portion of the learning will be done via live instruction.

All students will follow their schedule via remote learning and are expected to participate in live instruction.
## Guidelines for the Student Day

### Morning Arrival

**Grades 6-8 should arrive between 7:15 - 7:30.**

**Grades 4-5 should arrive between 8:15 - 8:30.**

The bus will drop students off in the bus loop and students will enter at designated areas depending on their grade level. (See Appendix 2.)

- 4th grade east corner (by soccer field) entrance
- 5th grade main entrance
- 6th grade bus entrance
- 7th grade bus entrance but will enter building at stairwell
- 8th grade will enter at side entrance by playground

Parent drop-off will be in parent loop and students will enter their designated entrance.

Masks must be worn during the bus ride and upon entry to the building.

Upon entry all students must use hand sanitizer prior to entrance.

Staff supervision will be at entrance, hallways, classroom, bathroom area.

Students report directly to homeroom prior to lockers.

Students will use lockers when directed by teachers.

Students purchasing breakfast will proceed to the cafeteria upon arrival. Breakfast is to be eaten in the cafeteria. Social distancing practices will be followed per the signage in the cafeteria.
| **Cohorting:** | The purpose of cohorting is to limit the number of students who are exposed to an individual who may have an illness minimizing the risk of community transmission in a school. Maintaining cohorts helps to mitigate the risk of spreading COVID-19.

A “cohort” is a group or team of students and educators with consistent members that stay together throughout the school day.

Students will spend the majority of the day in their “homebase” classroom with their cohort. |
|---|---|
| **All Core Classes** | Students will maintain the recommended 6 feet of social distance in the classroom to the greatest extent possible. The only furniture in the rooms are student and teacher desks. (Please see Appendix 3 for typical classroom desk spacing.)

Student partitions or barriers will be available. (Please see Appendix 4 for a sample student desk barrier.)

Any notes for the main office will be given to the teacher. Notes will be collected by school staff.

Classroom routines to be determined by teacher, (morning meeting, problem of the day, etc.)

Students, whether in person or remotely, are expected to participate in the live instruction. |
| **Unified Arts Classes** | UA teachers go to the core classroom to deliver instruction. When appropriate, UA teachers may bring students to the UA classrooms.

UA teachers will be working with the same cohort for a predetermined amount of time to minimize exposure. (4-6 weeks)

PE to be conducted outside when appropriate.

Upon conclusion of UA there will be a scheduled bathroom break. All students will wash their hands before returning to class. |
| **Lunch/Cafeteria** | Teachers will escort students to the cafeteria.  
Upon arrival at the cafeteria, hallway monitors ensure all students use sanitizer upon entering the cafeteria.  
Lunchroom tables will be organized by cohort.  
Students will sit at a table with someone from their cohort.  
Tables will seat 2-4 students dependent on partitions.  
Masks do not need to be worn when sitting at the table.  
Students purchasing lunch must organize in line keeping 6 feet apart  
Once seated, students must not leave the table without permission from a staff member.  
Bathrooms may be used during lunch with staff permission.  
All students must use hand sanitizer upon reentry to the cafeteria.  
Food can not be shared.  
Students will be dismissed by table to dispose of trash. Upon discarding trash, students may go outside to the playground area for recess. |
| **Recess** | Students will be assigned to a specific area for the day by cohort. Areas will rotate on a daily basis.  
Social distancing should be maintained. Masks should be worn if students are less than 6’ apart.  
Students must sanitize hands upon reentry to building.  
Students will be dismissed from recess to next class. Receiving teacher to meet students and escort them back to class.  
Each cohort will have their own recess equipment. |
| **Lockers** | Grade Level Teams will assign lockers so each home room is spread out in the hallway.  
Teams will coordinate locker times with each other.  
Locker visitations will be limited to the beginning and end of school and will be supervised by teachers. |
| **Mask Breaks** | Teachers will provide regular opportunities for mask breaks.  
There should be several mask breaks throughout the day. Mask breaks should be conducted outside while maintaining social distancing. |
| **IE Period** | Instructional Enrichment Period will be conducted in the classroom via IReady and other teacher resources. |
| **Resource/Related Services** | Resource and Related Services will be conducted in the provider’s room.  
Students will be escorted by the service provider to and from the provider’s room.  
Desks/work areas need to be cleaned following proper protocol after each individual student use. |
| **Hallway Travel** | Hallways will be marked with directional arrows to indicate traffic patterns.  
Stair cases will be marked for specific grade levels.  
Hallway travel will be limited and supervised.  
Students should not stop or congregate in the hallways or stairwells. |
| **Prior to Dismissal** | Prior to dismissal, all students should use the bathroom and wash their hands (as close to dismissal as possible).  
Students will go to lockers by cohort to prepare for dismissal. |
| **Dismissal** | Students will be dismissed by cohort and escorted by teachers to busses and parent pick up area using their assigned exit  
(see Appendix 1)  
No parents will enter the building for pick up. |
| 4th & 5th grade pick up: Teachers will escort students to the parent pick up loop and release students to parents/guardians.  
6th - 8th grade students, after being escorted by their teacher out of the building, will walk independently to their parent’s or guardian’s vehicle. |
<table>
<thead>
<tr>
<th>Other Considerations and Guidelines:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Visitors/Parents</strong></td>
</tr>
<tr>
<td><strong>After School Activities</strong></td>
</tr>
<tr>
<td><strong>Sports</strong></td>
</tr>
<tr>
<td><strong>Dances/Concerts/Etc</strong></td>
</tr>
<tr>
<td><strong>Teacher Mailboxes</strong></td>
</tr>
<tr>
<td><strong>Student Office Area Access</strong></td>
</tr>
<tr>
<td><strong>Emergency Drills</strong></td>
</tr>
<tr>
<td><strong>Outside Instruction</strong></td>
</tr>
<tr>
<td><strong>Band/Chorus</strong></td>
</tr>
<tr>
<td>Library Routines</td>
</tr>
<tr>
<td>------------------</td>
</tr>
<tr>
<td>Nurse Visits</td>
</tr>
<tr>
<td>Staff Rooms</td>
</tr>
<tr>
<td>Bathrooms</td>
</tr>
<tr>
<td>Containment Plan</td>
</tr>
</tbody>
</table>
Appendix 1: Mask Usage

Other than mask exemptions identified below, per state guidance, all students and staff will wear facemasks while in the building and on buses at all times. Masks should be worn properly, abiding by the CDC guidance.

Students and staff are encouraged to bring reusable and washable masks from home. Students and staff are encouraged to bring multiple masks should one become damaged or deemed unusable. Masks and other protective equipment have been purchased by the district and will be made available for anyone in need.

Masks must be appropriate for the school setting and should not disrupt the school environment or educational process. Masks should adhere to our Board of Education dress code guidelines specifically, articles having or implying indecent or inflammatory writing, pictures, slogans or displaying alcohol or other illegal substances are not permitted.

Mask Exemptions: Students may be exempted from wearing a face coverings if he/she/they is unable to remove the mask without assistance per CDC guidance. Students may be exempted from wearing a mask where it is unsafe to wear a face covering. A doctor’s note, approved by the district medical advisor and the Chatham Health Department, will be required for this consideration. In such instances, alternative face coverings, such as face shields, may be required and will be provided by our district. Students may choose to wear face shield and mask should they prefer.

Mask breaks will be built into the student’s daily routine, however, these breaks must include adherence to all other social distancing protocols which include maintaining maximum distance between individuals.

Proper way to wear a mask:
Appendix 2: Student dropoff and pickup areas
Appendix 3: Example of Student Desk Spacing
Appendix 4: Sample student desk barrier
Appendix 5: Containment Plan / Incident Response

A room has been identified as an “isolation room” to accommodate students who exhibit symptoms consistent with COVID-19 until a parent or guardian arrives.

This location is equipped with all necessary items consistent with the isolation room requirements.

Students will be supervised at all times.

Consistent with the Final Draft of East Haddam Reopening Plan, contact tracing is initiated when an exposure to students/staff is identified.

Tracing will be conducted in consultation with local and state health departments and at the direction of Superintendent Reas.

Any decision to cancel classes will be made by Superintendent Reas and will follow the escalation order of:

1. Individual
2. Cohort
3. Multiple Cohorts
4. School-Wide
5. District-Wide

The length of cancellation will follow CDC guidelines and health department advice.

The length of cancellation will vary according to the timing of the COVID-19 test results, guidance from the CDC, as well as state and local health departments.