

Danbury Public Schools

Reopening Plan

2020/2021



July 24, 2020

A Message from Dr. Sal



Dr. Sal Pascarella
Superintendent
Danbury Public School

Danbury Public Schools aspires to advance ALL learners to their highest potential.

Although last year was a challenging school year, thanks to our parents, students, teachers, and staff, we worked together and maintained our vision to continue to advance our learners to their highest potential. As I look towards this coming school year, I anticipate a new set of challenges; however, I am confident that by continuing to work together we can again be successful so our children continue to thrive.

With so many unknowns, the thought of returning to school can be unsettling to many. Know that over the last several months, my Cabinet, school administrators and the DPS Reopening Committee have been working hard to develop a plan with the safety of the students, staff and community in mind. Building on the American Pediatric Association's Guidelines and the CT Department of Education's Plan, Adapt, Advance, Achieve, the Committee was guided by the following principles:

- Safeguarding the health and safety of students and staff;
- Allowing all students the opportunity to return to school full time starting in the fall;
- Monitoring the school, students, and staff and, when necessary, potentially institute distance learning in the future to appropriately contain COVID-19 spread;
- Emphasizing equity, access, and support to the students and communities that are emerging from this historic disruption;
- Fostering strong two-way communication with partners such as families, educators, and staff; and,
- Factoring into decisions about reopening the challenges to the physical safety, social-emotional well-being, and the mental health needs of our students when they are not in school.

With this in mind, I am sharing the following document that outlines our plan to return to school Fall 2020. In accordance with the CT Department of Education, DPS will be proposing 3 Models of Learning to the State:

- [In-Person](#)
- [Modified In-Person](#)
- [Distance Learning](#)

The document includes protocol checklists for reopening in the following areas: Health and Wellness, Facilities and Operations, Instruction, Social/Emotional Growth, Transportation, Technology and Pandemic Response. These protocols will be shared with each school's building principal who will be responsible for implementation and adherence.

Our schools may look a little different in the fall and our procedures to ensure the health and safety of all in the building may feel strange, but we hope that returning to learning in the classroom will bring our students comfort.

We must continue to work together to ensure that ALL our students, whether in school, a hybrid learning environment or through remote learning are continuing to learn and develop to their highest potential. Be assured that our instruction will remain student-focused, flexible and take advantage of the strengths of our students, teachers, families and community. I look forward to a very productive school year.



School Reopening Committee

Danbury Public Schools (DPS) and members of the Danbury Board of Education would like to express our appreciation to the Reopening Committee who shared their time and provided input to the development of this plan. This work reflects the input of District Leadership, Principals, Teachers, School Counselors, Parents, Students, Facilities Managers and Community Leaders.

Thank you.

- Albert Russo, DPS Board of Education Member
- Dr. Anne Mead, Director of Family, School and Community Partnerships
- Barry Mollengarden, Manager of School Lunch
- Carmen Vargas-Guevera, Principal
- Chip Salvestrini, Athletics Director
- Courtney LeBorious, Director of Finance and Operations
- Gina Jasmine, Coordinator of District Technology
- Dr. Jack Fong, District Physician
- Joe Parise, Dept. of Transportation
- Kathy O'Dowd, Coordinator of Health and Nursing Services
- Dr. Kara Casmiro, Director of Instruction & Assessment
- Kara Prunty, Director of Health & Human Services
- Kara Wanzer, Administrator for Data, Assessment & Research
- Kelly Truchess, Director of Pupil Personnel Services
- Kevin Walston, DPS Assistant Superintendent
- Kim Thompson, Director of Human Resources
- Dr. Kristy Zaleta, Principal, DSAA President
- Lenny Cerlich, Principal
- Marge Tymula, Transportation Services
- Melanie Bonjour, School Based Health Center Manager, CIFC
- Melissa Nadeau, STEM Curriculum Administrator
- Richard Jalbert, Coordinator of Sites and Facilities
- Richard Torres, Coordinator of Safety and Security
- Patrick Ridenhour, Chief of Police
- Dr. Sal Pascarella, DPS Superintendent
- T. J. Wiedl, Danbury Emergency Management Director
- Vincent Daniello, DPS Police Officer

Our special thanks to district staff who shared their time and insight to prepare this plan for a safe reopening of our schools in the Fall of 2020.

- Christie Taylor-Riendeau, Library Media Specialist
- Christine Haddad, Library Media Specialist
- Erica Altero, Library Media Specialist
- Jill Russell-Benner, Department Head Music
- Dr. Mike McNiff, Library Media Specialist
- Rachelle Wade, Department Head Art
- Traci Cook, Library Media Specialist



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Reopening Our Schools – Fall 2020

In planning for the reopening of the Danbury Public Schools (DPS), it has been essential to envision the safest environment and the highest quality instruction for the school community. Based on guidelines provided to school districts from the Connecticut State Department of Education and the State of Connecticut, the **Danbury Schools are currently planning for a safe reopening of our schools in the Fall of 2020.**

A central belief in reopening is that the children of Danbury need to be connected in person once again to our schools' academics, activities, arts, and athletics led in person by their teachers, coaches, and mentors. As the schools reopen in the fall, the plan is to phase in all aspects of school life in the safest and most appropriate manner.

In order to reopen, the Superintendent of Schools and the Danbury Board of Education have tasked the **Danbury Public School District Reopening Committee** with the charge of reviewing all reopening guidelines from the State of Connecticut and developing expectations for the schools to assist in their efforts to plan for the Fall of 2020. This document "**Danbury Public School Reopening Plan**" is available to the entire City of Danbury including staff, parents, and community members for comment and input, as well.

As the Danbury Public Schools value the contributions and suggestion of parents, caregivers, families, and students in the decision-making process, the **Superintendent's Town Hall Participants** (open to all parents, staff community members and students) will continue to play an active role in the reopening process in order to build trust and credibility for the plans that are to be implemented. Parents and community members are invited to give regular feedback and suggestions concerning the plans to reopen and the phase in all aspects of school life.



Danbury Public Schools - Priorities

Danbury Public Schools and the DPS Reopening Committee have identified priority areas that must be in place to reopen, including: (1) the safety of the students and staff; (2) the development of appropriate educational opportunities; (3) the awareness of social and emotional well-being of students, families, and staff; and (4) the expectation that Danbury Public Schools will follow the prioritized DPS curriculum and standards for all students.



Safety of Students and Staff

Our schools are prepared to reinforce healthy practices among our staff and students, take preventative actions to prevent the spread of all respiratory illnesses, and prepare for any potential cases or increased transmission of COVID-19 based on the latest state and federal guidance.



Development of Appropriate Educational Opportunities

Our schools will reopen with instructional schedules and model options that are flexible and based on current transmission levels, understanding that we may start the school year with one model, and as new information becomes available about health and safety, may transition to different models.



Awareness of Social and Emotional Well-Being

Our schools will reopen knowing that the COVID-19 pandemic has created different types of traumatic experiences and high levels of stress for many of our staff, students, and families. The pandemic has shown the importance of social/emotional well being for all. In addition, there is a growing body of research proving that social/emotional learning (SEL) is fundamental to academic success.



Promoting High Standards for All Students

Our schools will consider and solidify a systematic cycle of assessments, including initial screenings and formative and summative assessments in order to inform instruction and gauge student learning. We will work to analyze individual student data to identify shifts and changes in instruction to meet students' needs and implement intervention strategies.

In addition to our own priorities, Danbury Public Schools are expected to follow the guidelines of the State Department of Education - ***Adapt, Advance Achieve: Connecticut's Plan to Learn and Grow Together***, published on June 29, 2020. The publication from the state is admittedly a document with guidelines that may change prior to school reopening in the fall.

The document from the state is "intended to be a fluid document that will evolve based on the public health data trends as well as the understanding of the best way to mitigate spread. As we proceed toward the fall, we will continue to receive input from our educational partners, students, and families and will continue to work toward providing the best opportunities for our greatest resource—the students in the State of Connecticut."



State of Connecticut Guidelines and Expectations

from ADAPT, ADVANCE, ACHIEVE: Connecticut's Plan to Learn and Grow Together

Due to positive containment efforts in Connecticut, reopening schools in person can be successfully achieved based upon current data. Connecticut has determined it is appropriate to plan a consistent approach to the operating model (schedule), but be prepared to modify plans as necessary. Maximizing in-person instructional time after the current period of disruption is critical. However, given the uncertainty planning for reopening months from now, schools must be prepared to modify their reopening model to support a partial reopening if the public health data changes.

Schools should plan to have all students, in all districts, return to schoolhouses for full-time instruction at the beginning of 2020-2021, so long as public health data continues to support this model. This model will be supported with more intensive mitigation strategies and specific monitoring, containment and class cancellation plans.

As Connecticut schools plan to reopen, the guidance and considerations outlined in this document are grounded in six guiding principles:

1. Safeguarding the health and safety of students and staff;
2. Allowing **all** students the opportunity to return into the classrooms **full time** starting in the fall;
3. Monitoring the school populations and, when necessary, potentially cancelling classes in the future to appropriately contain COVID-19 spread;
4. Emphasizing equity, access, and support to the students and communities who are emerging from this historic disruption;
5. Fostering strong two-way communication with partners such as families, educators and staff; and
6. Factoring into decisions about reopening the challenges to the physical safety and social-emotional well being of our students when they are not in school.

Main Operational Considerations



Cohorting:

We are grouping students by the same class/group of students and teacher (into a cohort) so each team functions independently as much as possible.

Consider this methodology by grade levels. Placing students in cohorts is strongly encouraged for grades K-8, and encouraged where feasible for grades 9-12.



Transportation:

Local Educational Agencies (LEAs) should plan for buses to operate close to capacity with heightened health and safety protocols, including requiring all

students and operators wear face coverings. Plans must be developed to activate increased social distancing protocols based upon community spread.



Social Distancing and Facilities:

Review building space and reconfigure available classroom space, such as gymnasiums and auditoriums, to

maximize social distancing, consistent with public health guidelines in place at that time.



Face Coverings:

All staff and students will be expected to wear a protective face covering/ mask that completely covers the nose and

mouth when inside the school building, except for certain exceptions.



Keeping Our Schools Open



Keeping our schools open...is everyone's responsibility!

Danbury Public Schools will rely on the cooperation of families, students, and staff members to reopen and stay open.

The hope for the Fall of 2020 is to safely bring back students to in-person school settings and to maximize learning and address our students' social and emotional needs. This document plans for a return that outlines multiple possibilities, with a focus first and foremost on getting our students back into our school buildings safely.

There is a clear consensus from both education and medical groups that we must keep in mind not only the risks associated with COVID-19 for in-person school programs, but also the known challenges and consequences of keeping students out of school. While distance learning has provided the best possible alternative during school closures, there is no substitute for in-person instruction when it comes to the quality of students' academic learning. In-person school plays an equally important role in our ability to support students' social-emotional needs, including their mental and physical health, and in mitigating the impacts of trauma. We also recognize how disruptive the school closures have been to families trying to maintain regular work schedules and manage household needs, including childcare, while also facilitating remote learning.

Families play a critical role in supporting the new culture of health and safety that each of our schools will establish. Most importantly, families can help mitigate the transmission of COVID-19 in our schools by checking their children daily for any COVID-19 symptoms and keeping them home from school if they are sick or have had close contact with a person diagnosed with COVID-19. Families can also contribute by supporting the use of face coverings or masks in school and on the bus, arranging alternate transportation whenever possible, communicating concerns with teachers and school leaders, and continuing to follow state guidance on health and safety outside of school.

With adherence to the State of Connecticut's comprehensive set of critical health and safety requirements along with the Danbury Public Schools commitment to a safe and appropriate education, we can bring our students, staff, and families safely back to school...and keep them in school!



Student Expectations



Stay home if you feel 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.



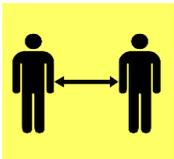
Morning health check by parents required.

In order to prevent transmission among the school population, parents are instructed to screen students before leaving for school. Check to ensure temperature is below **100.0 degrees** Fahrenheit and observe for symptoms associated with COVID 19 outlined by public health officials.



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. Parents will be responsible for providing students with face coverings or masks. Schools will have backup disposable masks available for students who forget them. See **BOE approved policy** [here](#).



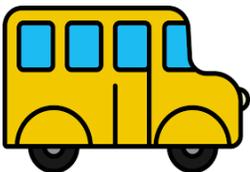
Social distancing required.

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 will not be allowed.**



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.



Students may not change buses.

Students will be expected to ride the same bus to school in the morning and the same bus to home in the afternoon every day. Face coverings or masks should be worn prior to entering the bus.

Parents are strongly urged to drive their children to school each day.

Keeping our schools open...is everyone's responsibility!



Adult Expectations

Teachers and Staff



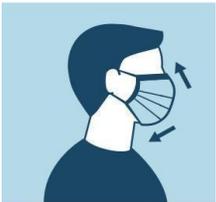
Stay home if you feel ill.

Teachers and staff 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.



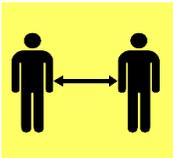
Morning screening required.

In order to prevent transmission among the school population, teachers and staff are instructed to self-screen before leaving for school. Check to ensure temperature is below **100.0 degrees** Fahrenheit and observe for symptoms associated with COVID 19 outlined by public health officials.



Face coverings or masks required.

Teachers and staff 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. “Mask Breaks” will be provided during the day. Schools will have backup disposable masks available for teachers, staff, and volunteers. See **BOE approved policy** [here](#).



Social distancing required.

Teachers and staff must maintain social distancing to the **greatest extent possible**.



Frequent hand washing or hand sanitizing expected.

Teachers and staff must engage in frequent hand washing or sanitizing upon arrival, before and after meals, after bathroom use, and after coughing or sneezing.

Keeping our schools open...is everyone's responsibility!



Continuum for Learning



Danbury Public Schools is committed to a reopening that follows the guidelines and expectations of the State while maintaining health standards in accordance with the Danbury Department of Health. If there is a surge of COVID-19, an increase of local cases, or the occurrence of in-school cases, the learning models may need to be adjusted as a result. Learning models that include Hybrid Learning and/or Distance Learning will only be utilized by Danbury Schools, if required by the State of Connecticut or the Danbury Health District.

Danbury Public Schools Learning Options:

[\(click here to see Danbury's petition to start Fall 2020 with the In-Person modified model\)](#)

<p>In-Person Learning</p>	<p>In-Person Modified Learning (Hybrid Model)</p>	<p>Distance Learning</p>
<p>Goal Model for Learning</p>	<p>Alternate Model for Learning</p>	<p>Alternate Model for Learning</p>
<p>Minimal (or Virus Contained) 100% in-person Student Attendance In-School 5 days per week</p>	<p>Moderate (requires adjusted schedule due to space needs) 50% in-person Student Attendance / Alternating Attendance</p>	<p>High (requires at home learning due to recommendation of the Department of Public Health or the CSDE) 0% In person Student Attendance / All Distance Learning</p>
<p>Based on the current lower levels of transmission of COVID-19, all students return to school in person as part of a full reopening.</p> <p>Heightened health & safety protocols will be in place, which can be reduced or ramped up as appropriate throughout the year.</p>	<p>Based on a higher transmission risk of COVID 19, student numbers in the school are reduced by 50%. Students attend on A or B days.</p> <p>Distance learning takes place on days not in school.</p>	<p>Based on a widespread increase in transmission levels of COVID 19, learning takes place at home for all students as a result of school or district closure, as defined in consultation with the CDC guidelines and public health officials..</p> <p>Parents have the option to choose a distance learning model.</p>

When our students return to school with our In-Person Learning Model, Danbury Public Schools will do everything possible to make the school experience similar to what it has been in the past. While some aspects of the school will fundamentally look different when students and staff first return this fall, our goal will be to achieve a sense of normalcy over the course of the school year as the situation allows and safety concerns are alleviated.



Throughout the year, Danbury Public Schools will be prepared to adjust plans based on health indicators and guidance from state and local health officials (see chart below).

<p>Minimal/No Spread of Virus (or Virus Contained)</p> <p>100% Student Attendance In School</p>	<p>Moderate Spread of Virus (requires adjusted schedule)</p> <p>50% Student Attendance / Alternating Attendance</p>	<p>High Spread of Virus (requires quarantine)</p> <p>0% Student Attendance / All Distance Learning</p>
<p>Schools operating up to 100% capacity, students/staff with underlying medical conditions may consider remote learning.</p> <p>Buses up to full capacity with face coverings/masks in place during transit, controlled loading/unloading of riders.</p> <p>Face coverings/masks for students and staff while inside school buildings.</p> <p>Identification/isolation of sick students/staff.</p> <p>Cohorting of students used, particularly in Grades K-8, restrictions on group activities.</p> <p>Maximize of seating as feasible.</p> <p>Increased cleaning and sanitization protocols</p>	<p>Schools operating at reduced capacity (50%), with reliance on hybrid model of A-B day or A-B week</p> <p>Buses at reduced capacity (50%), face coverings/masks worn during transit, controlled loading/unloading of riders, spaced seating for riders</p> <p>Face coverings/masks for students and staff while inside school buildings</p> <p>Identification/isolation of sick students/staff</p> <p>Cohorting of students used, restrictions on congregating, staggered start/stop times</p> <p>Maximize spacing of seating up to six feet or more when feasible with reduced class sizes</p> <p>Specific and increased cleaning and sanitization protocols</p> <p>Indoor extracurricular activities suspended</p> <p>Sports and other outdoor activities may continue with restrictions</p>	<p>Schools closed</p> <p>100% distance learning</p> <p>Bus transportation suspended</p> <p>All extracurricular activities, including sports, suspended</p>

See accompanying charts on Monitoring COVID-19 and Pandemic Planning in this guide.

The State of Connecticut is expecting all schools to have **all students**, in all districts, return to schoolhouses for full-time instruction at the beginning of the 2020–2021 school year. At the same time, school districts 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.

Priorities and requirements identified in **Adapt, Advance Achieve: Connecticut’s Plan to Learn and Grow Together** serve as the basis for the Danbury Public Schools - “Reopening Plan” planning guide.



Models for Learning – In-Person Learning

In-Person Learning

In-Person Modified Learning (Hybrid Model)

Distance Learning

*Although the State and District goal is a complete return to full in-person learning, **Danbury petitioned to start Fall 2020 with the In-Person modified mode due to local space restrictions and safety concerns.***

Traditional schedule with health and safety expectations – All students attend every day.

Monday	Tuesday	Wednesday	Thursday	Friday
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Students and teachers attend every day with all State guidelines and expectations in place. Classroom learning and instructional activities are adjusted to provide the safest environment.

REMOTE LEARNING PARALLEL TRACK:

Some students learn at home due to medical concern, illness, quarantine, or parent preference with support from the school.

Students with health concerns, illness, or quarantine order will participate in a **Remote Learning Parallel Track** in which the student learns at home **with parent support in place**. This track aids in a return to school at the appropriate point after illness, quarantine, or when families decide to re-enter. In order to smoothly re-enter school after an extended time out and begin participating in the traditional schedule, it is strongly encouraged for students and parents to engage in Remote Learning provided or some other plan approved by the Principal of the school. If parents choice is remote learning, we recommend that your child remains in that model for the duration of the semester.

Monday	Tuesday	Wednesday	Thursday	Friday
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Students and parents engage in Remote Learning with materials and support from the school.

HOME SCHOOLING:

Homeschooling has always been an option for families and continues to be so during this time. Please understand that if a family makes the decision to homeschool their child, they are **formally withdrawing** them from the Danbury Public Schools and the parent chooses all instructional materials and is solely responsible for student learning.

Monday	Tuesday	Wednesday	Thursday	Friday
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Students and parents engage in learning with no materials or support from the school. Classroom learning and instructional activities are developed by the parent.



Models for Learning – In-Person Modified Learning

In-Person Learning

In-Person Modified Learning (Hybrid Model)

Distance Learning

In recognition of uncertainty, Danbury Public Schools are prepared for different scenarios:

REDUCED SCHOOL POPULATIONS

As a result of surge in COVID 19, smaller groups of students are returned to school (alternating of 50% of students).

Alternate school schedules that could be used if the State of Connecticut and/or local health officials place limits on student access to schools/busses due to surge of COVID-19 are listed below. When students are *not* in school, they are working at home with materials provided from the teacher and school.

**Special Education / Bilingual students could be invited to in-person learning up to 4 days per week.*

A-B Days (Students go to school on alternate days or similar)

Monday	Tuesday	Wednesday	Thursday	Friday
Student Group A: Live Instruction 50% of Students in school	Student Group A: Live Instruction 50% of Students in school	Groups A & B: Distance Learning with Teachers	Group A: Distance Learning 50% of Students are home	Group A: Distance Learning 50% of Students are home
Group B: Distance Learning 50% of Students are home	Group B: Distance Learning 50% of Students are home		Student Group B Live Instruction 50% of Students in school	Student Group B Live Instruction 50% of Students in school
		100% at Home Groups A&B:		

Models for Learning – Distance Learning

In-Person Learning

In-Person Modified Learning (Hybrid Model)

Distance Learning

Short Term Closure (2-5 days, 2 weeks, etc.) or Long Term Closure

Students and parents engage in Distance Learning with materials and support from the school. This is the Distance Learning model from the spring of 2020 with a blend of synchronous and asynchronous learning. At the K-5 level this means full time remote learning from home. A DPS elementary teacher will be assigned to deliver/instruct using standardized course content. At the 6-12 level, this means that students will be assigned digital courses using a computer based platform. Students will work independently in self-paced learning that mirrors their current schedule as closely as possible. Some classes may be substituted if not available. A DPS teacher will oversee student access, support and completion of course content and check in on social emotional well being with synchronous meetings.

Monday	Tuesday	Wednesday	Thursday	Friday
Distance Learning 100% of Students	Distance Learning 100% of Students	Half day of Distance Learning (Teacher Prep)	Distance Learning 100% of Students	Distance Learning 100% of Students



Monitoring COVID-19

Danbury Public Schools will follow an in person modified schedule while monitoring the level of transmission of COVID-19 with the assistance of the Danbury Department of Health. Ideally, the city of Danbury will remain in the “green” level with little or no community transmission. School schedules and/or protocols may be adjusted if the community enters a “yellow” level with minimal or moderate community transmission. If there is a substantial surge in local cases, based on guidance from the State of Connecticut and/or the Danbury Department of Health, the school will likely revert to a Distance Learning Model similar in nature to the spring of 2020.

[Updated Guidance for Decision-Making Regarding the Use of In-Person, Hybrid \(Blended\), or Remote Learning Models in Connecticut Schools during COVID-19 from the Connecticut State Department of Education](#)

LITTLE or NO COMMUNITY TRANSMISSION Minimal/No spread of Virus (or Virus Contained)	MINIMAL OR MODERATE COMMUNITY TRANSMISSION Moderate Spread of Virus (requires possible adjusted schedule and adjusted transportation)	SUBSTANTIAL COMMUNITY TRANSMISSION High Spread of Virus (requires quarantine)
Instruction is 100% in-person	Instruction is a partial in person modified model (A/B schedule); In person 2x weekly, Distance Learning 3x weekly, modified release	Instruction is 100% Distance/Online Learning
Daily attendance rates monitored	Daily attendance rates monitored and shared with local health officials	Attendance for Distance Learning is monitored based on participation from home
Teaching and reinforcing of healthy hygiene	Concentrated reinforcement of healthy hygiene	Communication to home on healthy hygiene practices
Prevention measures in place	Heightened prevention measures in place	Strict prevention measures in place for essential personnel
Social distancing in place	Heightened social distancing in place with limitations in activities/events	Quarantine measures in place
Group gatherings/events limited; all events require approval	Group gatherings/events postponed	All group gatherings/events canceled
Remain prepared for Distance Learning while learning is in-person at school	Active Preparation for Distance Learning and/or short-term school dismissals resulting in possible Distance Learning for two-week periods	Continued engagement in Distance Learning during extended school dismissals and/or closures for long periods
Clearing and disinfecting in place	Intensified cleaning and sanitizing in place	Classroom and buildings sanitized and shutdown
Regular communication with local health officials	Coordination of closure with local health officials	Order of closure from local health officials and/or Executive Order for closure from Governor’s Office

Note: All plans are subject to change/adjustments as appropriate.



COVID-19 Cases in School

IN SCHOOL TRANSMISSION

If a student, staff member, or visitor has been present in school has a **confirmed diagnosis** of COVID-19, the School Nurse and the building Principal contact the Superintendent or designee. In addition, the Superintendent or designee will be notified by school personnel that a student is suspected of being sick, maintaining confidentiality in accordance with FERPA, privacy expectations, and the Americans with Disabilities Act (ADA).

The Superintendent of Schools or designee notifies the local health officials (Danbury Health District) immediately.

Decisions are made concerning:

- Contact tracing
- Closure
- Cleaning
- Continuity of education
- Reopening of school

The decision to suspend or close a school (or the entire school district) will be made by the Superintendent or designee based on information and recommendation from local health officials (Danbury Department of Health). Board of Education members and the Mayor's office will be notified of closure as well as the State Department of Education.

Schools will likely implement a short-term closure (2-5 days) or longer regardless of community spread if an infected person has been in a school building. The CDC recommends dismissal of students and most staff for 2-5 days. This initial short-term dismissal allows time for the local health officials to gain a better understanding of the COVID-19 situation impacting the school. This allows the Superintendent, in consultation with the local health officials, to determine appropriate next steps, including whether an extended dismissal duration is needed to stop or slow further spread of COVID-19.

All communications to the school community including staff and families are made through the Central Office.

During school closures, all in person extracurricular activities, athletics, and school-based afterschool programs are canceled.

A confirmed case in the school building:

Assess risk with local health officials.

Plan for short (2-5 days) or longer (10 days) closure to clean, disinfect, and contract trace in consultation with the Danbury Department of Health.



Checklist – Health and Wellness

The health and safety of students and staff is the top priority in planning for the Danbury Public Schools’ reopening. Danbury Public Schools will work in collaboration with the Danbury Department of Health, the Connecticut State Department of Education, and the Office of the Governor in planning for health and wellness procedures, as well as making decisions regarding the status of school.

Health expectations for reopening Danbury Public Schools

1 Conditions for reopening have been confirmed by the State of Connecticut and/or local health officials

The State of Connecticut has lifted, adjusted, or removed any school closure or Executive Order allowing schools to physically reopen.

The local health officials (Danbury Department of Health) have determined that local conditions safely allow for schools to physically reopen with limitations.

2 Planning guidelines for reopening have been issued by the State of Connecticut and DPS plans have been developed and approved at the local level under the supervision of the Superintendent of Schools.

The State of Connecticut and State Department of Education have issued guidelines on which school reopening plans are to be based.

The “DPS Reopening Plan” has been developed in consultation with the Danbury Department of Health.

The “DPS Reopening Plan” has been approved by the DPS Reopening Planning Committee and reviewed by the Danbury Community for feedback.

The “DPS Reopening Plan” has been reviewed by the Danbury Board of Education.

3 The Health and Nursing Services Coordinator and Central Office Health Supplies Procurer have confirmed that there is adequate protective equipment in place for reopening .

There is protective equipment (including masks) for students in the classrooms and throughout the facilities.

There is protective equipment (including masks and PPE) for staff appropriate for each classification or duty.

There is a plan for an ongoing supply of protective equipment.

There is sufficient PPE for the staff of various populations of students with disabilities (i.e., for those requiring medical procedures, toileting, lifting and mobility assistance).

There is a sufficient supply of school-appropriate cleaning supplies to continuously disinfect the school site in accordance with State of Connecticut & DPH guidance.

There are sufficient supplies that include hand sanitizers, soap, hand washing stations, tissues, and paper towels.

4 The Superintendent of Schools has established a procedure should there be COVID 19 cases in the schools or in the community that could possibly impact the schools.

When a case is reported in the schools, the staff member will immediately report this to the school nurse and building principal.

Once a report is received, the school nurse and building principal will report to the superintendent and the Health and Nursing Services Coordinator.

The Superintendent and Health and Nursing Services Coordinator will communicate to the local health officials when a student, teacher, staff member or a member of their household has tested positive for COVID-19 and has possibly exposed others at the school.

The Principals and Director of Finance & Facilities have procedures for **isolating an area** of the school for a length of time based on (1) a positive COVID-19 case or cases in the school and (2) the risk level within the school/community as determined by the Danbury Department of Health.

The Superintendent of Schools has a procedure for the **closure of schools** for a length of time based on (1) a positive COVID 19 case or cases and (2) the risk level within the school/community as determined by the local health officials.

The Board of Education has granted the Superintendent the authority to take any lawful actions necessary to ensure the continuation of public education, provide for the health and safety of students and employees, or to respond to direction from the State of Connecticut and/or the Danbury Department of Health.



	The Superintendent has authorized the Director of Facilities to limit or close access to public school grounds and school buildings during school closures or elevated levels of transmission in the area.
	Under the supervision of the Director of Curriculum & Instruction, the schools are able to provide for a continuity of instruction / distance learning, if necessary.
	Under the supervision of the Director of Special Education, the schools will be prepared for any special or unique needs for students with disabilities related to planned district or school wide procedures.
	Under the supervision of the Director of Finance & Facilities, the schools are able to provide for continuity of meal service, if necessary.
5	The Superintendent has authorized limited access and/or restricted access to the schools by the public.
	The Superintendent has restricted access to the school buildings during the school day by nonessential visitors and minimal use of school buildings outside of school hours.
	Students, parents, caregivers, volunteers, and staff are excluded from school facilities if showing symptoms of COVID-19 or if a member of their household has tested positive for COVID-19.
6	The Coordinator of Health and Nursing Services and Principals have organized a screening procedure for students at home and to the extent possible, at school.
	Passive Screening: Parents/guardians should screen students before leaving for school to ensure temperatures below 100.0 degrees Fahrenheit. Parents/guardians are asked to keep students at home if they are feeling sick, have any symptoms associated with COVID-19, or have had close contact with a person diagnosed with COVID-19.
	Active Screening: Schools will screen students as they enter school consistent with state and local health guidance, which includes visual wellness checks and any necessary follow-up temperature checks with no-touch thermometers (checking to ensure temperatures below 100.0 degrees Fahrenheit). Students will be observed for illnesses including cough or respiratory distress. Students may be asked about COVID-19 symptoms within the last 24 hours and whether anyone in their home has had COVID-19 symptoms or a positive test. <i>NOTE: Screening procedures for all children are not required at the point of entry to the school.</i> However, school staff will observe students throughout the day and refer students who may be symptomatic to the school nurse. <i>NOTE: Temperature checks for all children at the point of entry will not be included</i> due to the high likelihood of potential false positive and false negative results, but will be available in the school under the supervision of the school nurse.
	In screening students who appear ill, only the nurse shall use a thermometer requiring a touch method (under the tongue or arm, forehead, etc). Caution will be taken by the nurse including wearing gloves, eye protection, and a mask.
	Students with a temperature greater than 100.0 degrees are not permitted to go to class but will be sent to the nurse's office immediately. Students will be sent home and not allowed to return until 24 hours after a fever has broken, or with a note from their healthcare provider, or with a documented negative COVID-19 test.
	The school nurse will monitor screening information / data of students while complying with relevant privacy and health laws.
	The school nurse will monitor symptoms in students and staff that could be related to COVID-19, with the goal of decreasing the risk of spreading or contracting the virus while complying with relevant privacy and health laws.
	The Principals will oversee procedures for all students to sanitize hands throughout the school day.
	The Principals will oversee that upon entry to school large gatherings are avoided. Students will proceed directly to classrooms or small group designated areas.
7	The Coordinator of Nursing and Health Services and Principals have organized a screening of staff at home and to the extent possible, at school.
	Passive Screening: Staff are instructed to self-screen before leaving for school by checking to ensure temperatures below 100.0 degrees Fahrenheit and to observe for symptoms consistent with COVID-19. Staff are to stay at home if they are feeling sick, have any symptoms associated with COVID-19, or have had close contact with a person diagnosed with COVID-19.
	Active Screening: Principals or designee will establish a procedure to ensure compliance with state and local health guidance, which includes visual wellness checks and any necessary follow up temperature checks with no-touch thermometers (checking to ensure temperatures below 100.0 degrees Fahrenheit). Staff will be observed for illnesses including cough or respiratory distress. Staff may be asked about COVID-19 symptoms within the last 24 hours and whether anyone in their home has had COVID-19 symptoms or a positive test.
	Staff with a temperature greater than 100.0 degrees are not permitted into the school. Staff will be allowed to return 24 hours after a fever has broken, or with a note from their healthcare provider, or with a documented negative COVID-19 test.
	The school nurse will monitor screening information / data of staff while complying with relevant privacy and health laws.



	The school nurse will monitor symptoms in staff that could be related to COVID-19, with the goal of decreasing the risk of spreading or contracting the virus while complying with relevant privacy and health laws.
	The Principals will oversee procedures for all staff to sanitize hands throughout the day.
8	The Superintendent of Schools has developed a uniform procedure for all schools for symptomatic students.
	Students exhibiting symptoms will be required to continue to wear masks and wait in a supervised, designated isolated area through which others do not enter until students can be transported home.
	If more than one student is in the isolation area, physical distancing will be maintained.
	The school nurse will have a plan for triaging students in the health office, recognizing that not all symptoms are COVID-19 related.
	The school nurse will advise parents of sick students that students are not to return until they have met CDC criteria to discontinue home isolation. https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html . Students will be allowed to return 24 hours after a fever has broken, or with a note from their healthcare provider, or with a documented negative COVID-19 test.
	There will be no COVID-19 testing of students at school. Local testing site information will be shared with families. The schools' nursing offices will monitor testing results of students once made available by parents, complying with relevant privacy and health laws.
	If a student has been present in school and has a confirmed diagnosis of COVID-19, the School Nurse and the building Principal contact the Superintendent of Schools and the Coordinator of Health and Nursing Services. The Coordinator of Health and Nursing Services notifies the local health officials immediately. At all times, school personnel will maintain confidentiality.
	Each building principal and school nurse will monitor attendance, symptoms, and screening; communications to families; overseeing cleaning procedures; and responding to suspected confirmed cases.
9	The Superintendent of Schools has developed a uniform procedure for all schools for symptomatic staff.
	Adults who are symptomatic while entering school or become symptomatic during the school day will be sent home and advised to seek medical care.
	The school nurse will advise adults not to return until they have met CDC criteria to discontinue home isolation. https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html . Staff will be allowed to return 24 hours after a fever has broken, or with a note from their healthcare provider, or with a documented negative COVID-19 test.
	There will be no COVID-19 testing of staff at school. Local testing site information will be shared with staff. The schools' nursing offices will monitor testing results of staff, complying with relevant privacy and health laws.
10	Authorized personnel will have very limited or no access to schools during the school day.
	Access to the buildings by authorized personnel/parents will be extremely limited and only for specific educational purposes.
	Each school will post a "No Visitors Policy" that includes the following wording, "Visitors will not be permitted into school facilities unless scheduled to enter, or required by law. See BOE approved policy here
	Passive Screening: Authorized personnel/parents with prior approval to enter the building are instructed to self-screen before leaving for school by checking to ensure temperatures below 100.0 degrees Fahrenheit and to observe for symptoms consistent COVID-19. Authorized personnel/parents are to stay at home if they are feeling sick, have any symptoms associated with COVID-19, or have had close contact with a person diagnosed with COVID-19.
	Active Screening: Schools will screen authorized personnel/parents with prior approval to enter the building as they enter school consistent with state and local health guidance, which includes visual wellness checks and any necessary follow up temperature checks. Authorized personnel/parents will be observed for illnesses including cough or respiratory distress. Authorized personnel/parents may be asked about COVID-19 symptoms within the last 24 hours and whether anyone in their home has had COVID-19 symptoms or a positive test.
	Each school's Main Office will maintain a log for those authorized personnel/parents allowed into the building. The log will include name, contact phone number, and arrival/departure time of each individual.
	Principals and office staff will organize parent pick up / drop off of students, which will be modified at each building. The use of a face mask will be required of all parents who are picking up or dropping off students during the school day and required to enter the school office in the process. Pick up in the afternoon will be modified to ensure that parents have limited or no access to the interior of the school building.
	There will be no facility rental to outside organizations.
	The Central Office and Superintendent of Schools or designee will ensure that external community organizations (including those that sponsor before- or after-school childcare) that are allowed use of the facilities also follow the school's health and safety plans, as well as the expectations of local health officials.
	There are procedures at each school site developed by Principals and the custodial staff for accepting deliveries in a safe manner.



Wellness expectations for reopening the Danbury Public Schools

1	<p>The Health and Nursing Services Coordinator will oversee high standards of hygiene (hand washing / sanitizing) and training for all in each school.</p>
	<p>School nurses will assist, in accordance with CDC guidance, that hand washing/sanitizing includes:</p> <ul style="list-style-type: none"> ● Opportunities for students and staff to meet hand washing/sanitizing frequency guidance. ● Sufficient access to hand washing and sanitizer stations. ● The availability of fragrance-free hand sanitizer (with a minimum of 60 percent alcohol). ● Children under age nine use hand sanitizer under adult supervision.
	<p>The Principal and Health and Nursing Services Coordinator will identify the training needs of staff related to health and safety protocols and work with the Director of Special Education who will oversee such training prior to the first day of classes.</p>
	<p>Central office and building administrators will plan for online training that includes: social distancing; cleaning protocols; and hygiene practices. Principals will ensure access for all students and staff, as well as for family members who are interested.</p>
	<p>Health and Nursing Services Coordinator will provide training to substitutes or others who may enter the school outside of the first day or typical calendar start.</p>
	<p>Principals and teachers will review guidance/training and post signage on proper hand washing techniques with students, including the following:</p> <ul style="list-style-type: none"> ● Scrub with soap for at least 20 seconds or use hand sanitizer if soap and water are not accessible. ● Staff and students should dry hands thoroughly. ● Wash/sanitize hands when: arriving and leaving home; arriving at and leaving school; after playing outside; after having close contact with others; after using shared surfaces or tools; before and after using restroom; after blowing nose, coughing, and sneezing; and before and after eating and preparing foods.
	<p>Principals and Teachers will ensure that students receive ongoing education in the expectations related to all public health policies and protocols. Students will be educated about how coronavirus is spread, and how preventative actions help avoid the spread (for example, that masks keep droplets out of the air and hand hygiene keeps the virus out of one’s mouth/nose/eyes).</p>
	<p>Principals will assess the best approach to communicating wellness information for each age group, and plan to set aside time at the beginning of the school year, as well as scheduling frequent reminders, to review the new policies and protocols. These practices include, but are not limited to:</p> <ul style="list-style-type: none"> ● Social distancing, ● Use of face coverings that completely cover the nose and mouth, ● Respiratory and cough etiquette, and ● Enhanced cleaning/disinfection of surfaces.
2	<p>All school employees will assist in the expectation from the State of Connecticut that face coverings /masks are in place during the school day by all -</p>
	<p>The following communication will appear in school email, website, and social media: “For the safety of all students and all staff, the State of Connecticut guidelines for returning to schools. Danbury Public Schools require that all students must wear face coverings or masks that completely cover the nose and mouth while inside the school and on the bus.”</p>
	<p>The only exceptions for face coverings or masks are as follows:</p> <ul style="list-style-type: none"> ● For anyone who has trouble breathing, or anyone who is unconscious, incapacitated or otherwise unable to remove the mask without assistance, face coverings and masks should not be required, per CDC guidance. ● For anyone who has a medical or other disabilities, making it unsafe to wear a face covering, masks should not be required. These individuals should report to the building principal or school nurse.
	<p>For students, face coverings/masks may be removed while eating, drinking, during PE, or when students are outside, and effectively practicing social distancing. Exceptions may also be necessary for certain special education students or other special populations.</p>
	<p>For students who have trouble breathing or for other medical reasons, reasonable accommodations will include a face shield with a cloth drape attached across the bottom and tucked into the shirt. <i>NOTE:</i> Face shields alone are not a sufficient alternative to the wearing of face masks, but rather both should be worn for additional protection.</p>
	<p>Parents will be responsible for providing students with face coverings or masks.</p>
	<p>Schools will have backup disposable masks available for students who forget them.</p>
	<p>Principals will establish times for “Mask Breaks” that will be provided during the school day. Breaks will occur when students can practice appropriate social distancing and/or when they are outside.</p>



	Staff members will wear masks that completely cover the nose and mouth inside the schools and will be assigned all necessary PPE as required for their role.
	Staff working with students who are not wearing face coverings due to one of the exceptions and also cannot maintain social distancing will be provided increased protective equipment, including but not limited to medical-grade masks and disposable gowns.
	Schools will have backup disposable masks available for staff members who forget them.
	Staff members will receive guidance/training on proper use of PPE required for their role: https://www.cdc.gov/coronavirus/2019-ncov/hcp/using-ppe.html .
	School Nurses and any staff member engaged in symptom screening will be provided surgical masks, face shields, and disposable gloves.
	Front office and food service employees will be provided face coverings or masks and disposable gloves.
	Custodial staff will be provided equipment and PPE for cleaning and disinfecting: (1) For regular surface cleaning, gloves appropriate for all cleaning and disinfecting will be provided. (2) Classified staff engaged in deep cleaning and disinfecting will be equipped with proper PPE for COVID-19 disinfection (disposable gown, gloves, eye protection, and mask or respirator) in addition to PPE as required by product instructions.
	Authorized personnel making deliveries to the school must wear face coverings or masks that completely cover the nose and mouth.
	Information will be given to staff, students and, parents on proper use, removal, and washing of face coverings. https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html
3	All school employees will assist in the expectation that Physical Distancing / Social distancing is maintained as much as possible.
	The school administration will be prepared to assist staff and students in determining and maintaining social distancing between individuals to reduce the transmission of the virus per the public health guidelines at that time.
	Principals will be prepared to communicate and adjust the approach to social distancing if guidance from the CDC or DPH changes due to shifting public health data or evolving understanding of COVID-19 disease, including transmission.
	Each school will plan for the number of people that can be in all school spaces (library, cafeteria, gymnasium) based on maintaining reasonable social distancing prior to use by a classroom or group.
	Even with social distancing expectations in the classroom, school spaces, hallways, students and staff members will wear face coverings / masks in school and on the bus.
	To the extent possible the schools will create student/teacher classroom cohorts to minimize the mixing of student groups throughout the day. Consistent teams/cohorts will minimize cross-contamination of student groups.
	Schools will have plans to minimize movement of students and staff as much as possible and reduce the amount of students and staff that move at the same time.
	Traffic patterns in hallways will be designed to promote social distancing during passing times. Strategies will include staggered passing times or one-way traffic in hallways.
	Classroom seating shall be assigned to students at all times during the day. Any alternate seating or shared seating in reading nooks, group centers, and other areas will not be allowed.
	Schools will restrict the sharing of educational materials between individuals. These materials include such items as books, manipulatives, computers, calculators, writing utensils, and art supplies. No two individuals should use the same materials in a given school day without appropriate cleaning / disinfecting in between uses.
	Backpacks will be used and access to hall lockers will not be permitted.
4	The Superintendent of Schools or designee will oversee school activities/athletics, which will be allowed in a limited capacity on a case by case basis.
	The school district will follow all CIAC (Connecticut Interscholastic Athletic Conference) guidelines for high school sports after approval of such activities by the Superintendent of Schools. Athletic guidance and expectations will be provided in a separate document by the CIAC.
	After school clubs, activities, and events will be approved in advance by the Superintendent of Schools. Approval will be based on the ability to meet the safety expectations of students and staff members involved.
	Recess time and use of playgrounds will be supervised and scheduled to ensure physical distancing. Recess time will be adjusted for specific classroom and/or cohorts. Students will wash/sanitize hands when re entering the building
	The Director of Curriculum & Instruction will work with the Physical Education Teachers in adapting curriculum and activities to be in line with guidance found in <i>Adapt, Advance, Achieve: Connecticut's Plan to Learn and Grow Together</i> . In general, activities will be limited to those that do not involve physical contact with other students or equipment until advised otherwise by state/local public health officials.



	The Director of Curriculum & Instruction will work with the Art and Music Teachers in adapting curriculum and activities to be in line with guidance found in <i>Adapt, Advance, Achieve: Connecticut's Plan to Learn and Grow Together</i> .
	Courses and activities that may involve any potential risk to students and staff will be approved in advance by the Director of Curriculum & Instruction and the Superintendent of Schools.
	School day assemblies and other programs with a larger number of students will be limited at the start of the school year and require approval of the Assistant Superintendent. Decisions will be made based on size of activity, ability to maintain proper distancing, and safety expectations.
	All field trips and off campus experiences will not be permitted until further notice at the start of the school year and require approval of the Assistant Superintendent. Decisions will be made based on ability to maintain proper distancing and safety expectations, as well as participation in CIAC programs and other state sanctioned competitions. Virtual field trips will be encouraged.
	For the beginning of the 2020-21 school year all off site programs and vocational experiences will be postponed. The district reopening committee will reevaluate on a bi-weekly basis, along with state and local health officials to determine when it is safe to resume these programs.
5	The Health and Nursing Services Coordinator will oversee and monitor changes and updates to the State of Connecticut Requirements for Immunizations and Health Assessments.
	Immunizations: Guidance from the Department of Public Health was issued dated June 17, 2020 emphasizing the importance of protecting students by staying up to date on immunizations.
	Health Assessments: Guidance from the CSDE was issued dated June 26, 2020 outlining the requirements for Health Assessments prior to students enrolling in school.

If the State of Connecticut adjusts social distancing guidelines due to a surge in COVID-19

	The schools will determine the student and staff capacity of classrooms and school spaces based on state of local guidelines limiting existing class groups/sizes in every classroom.
	The classrooms will be arranged in a manner that minimizes face-to-face contact and increases the space between desks and/or providing barriers between children at tables. Desks/tables will be separated and turned to face in the same direction (rather than facing each other).
	Other spaces in the building may be used for instructional activities to allow for appropriate distancing including gyms, cafeterias, libraries, larger rooms, outdoors.
	The schools may need to limit the number of students present in classrooms and/or limit the number of students physically reporting to each day based on guidelines issued from the State of Connecticut or local health officials.
	The <u>school schedule</u> may be adjusted to meet the needs of social distancing (in classrooms) based on adjusted guidelines issued from the State of Connecticut. <ul style="list-style-type: none"> ● If student numbers are to be limited, the schedule may result in A-B day (alternating days) for students: "Monday & Wednesday" or "Tuesday & Thursday." A-B weeks (alternating weeks) may be considered. ● Adjusted State Guidelines may result in an extended period of Distance Learning by all students.
	The Director of Curriculum & Instruction will work with the Art and Music Teachers in adapting curriculum and activities to be in line with guidance found in <i>Adapt, Advance, Achieve: Connecticut's Plan to Learn and Grow Together</i> .
	Courses and activities that may involve any potential risk to students and staff will be approved in advance by the Director of Curriculum & Instruction and the Superintendent of Schools.
	School day assemblies and other programs with a larger number of students will be limited at the start of the school year and require approval of the Assistant Superintendent. Decisions will be made based on size of activity, ability to maintain proper distancing, and safety expectations.



	All field trips and off campus experiences will not be permitted until further notice at the start of the school year and require approval of the Assistant Superintendent. Decisions will be made based on ability to maintain proper distancing and safety expectations, as well as participation in CIAC programs and other state sanctioned competitions. Virtual field trips will be encouraged.
	For the beginning of the 2020-21 school year all off site programs and vocational experiences will be postponed. The district reopening committee will reevaluate on a bi-weekly basis, along with state and local health officials to determine when it is safe to resume these programs.
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	Other spaces in the building may be used for instructional activities to allow for appropriate distancing including gyms, cafeterias, libraries, larger rooms, outdoors.
	The schools may need to limit the number of students present in classrooms and/or limit the number of students physically reporting to each day based on guidelines issued from the State of Connecticut or local health officials.
	The <u>school schedule</u> may be adjusted to meet the needs of social distancing (in classrooms) based on adjusted guidelines issued from the State of Connecticut. <ul style="list-style-type: none"> ● If student numbers are to be limited, the schedule may result in A-B day (alternating days) for students: “Monday & Wednesday” or “Tuesday & Thursday.” A-B weeks (alternating weeks) may be considered. ● Adjusted State Guidelines may result in an extended period of Distance Learning by all students.



Checklist – Facilities and Operations

Policies and protocols related to facilities and operations will be reviewed regularly by the Board of Education, the Superintendent of Schools, and the School Administration with the understanding that schools may need to react quickly to changing conditions. Given the possibility of changes in public health data, there may be an increase or a relaxation of restrictions throughout the school year to respond effectively to health concerns.

Facility expectations for reopening Danbury Public Schools

1	The Director of Finance & Operations and School Administrators will ensure that schools meet <u>high cleanliness standards</u> prior to reopening and maintain a high level of cleanliness during the school year.
	The Director of Finance & Operations will oversee the reopening for each school building that specifically addresses high standards of cleanliness for all classrooms, bathrooms, hallways, and offices in the school.
	Central office personnel, the building Principal, the Director of Facilities, Director of Health Department, Director of Safety and Fire Marshal's office will do a walkthrough of all buildings prior to reopening to review cleanliness expectations as well as conducting a review of reopening plans specific to each building.
	The Director of Facilities and Director of Finance and Operations will communicate cleaning and hygiene protocols as recommended by the State of Connecticut and the CDC to staff and families.
	Building plans for disinfecting high touch surfaces will include: <ul style="list-style-type: none"> ● Door handles ● Handrails ● Drinking fountains ● Sink handles ● Restroom surfaces ● Instructional materials that cannot be supplied to a specific student ● Playground equipment
	Frequently touched surfaces and other equipment will be cleaned throughout the day. Desks and classroom equipment should not be shared; however, those that are used by more than one group will be cleaned in between usage.
	Buildings will have a plan for disinfecting the following between uses: <ul style="list-style-type: none"> ● Desks that are shared during the day ● Tables that are used throughout the day ● Chairs that are shared during the day ● Classroom/office items, such as phones, headsets, copy machines , etc.
	Schools will work to enable no-touch usage of items such as doors, trashcans, and bathroom fixtures, where possible. (Where no touch technologies are not available, prop open doors in accordance with fire and safety codes, and remove trash lids.)
	Schools will maximize use of disposable towels in lieu of hand dryers, due to ventilation considerations. Where possible, schools will turn off and avoid use of hand dryers.
	Principals will work with teachers to assess ways to minimize exposure from playground and fitness equipment use, including but not limited to ensuring only the team cohort uses it at the same time, hand washing before and after use or use of hand sanitizer, and disinfecting fitness equipment or other smaller outside equipment after each group of students' use .
	Bathrooms should be sanitized at least twice a day.
	The Director of Facilities will use products that are approved for the State of Connecticut that are labeled to be effective against emerging viral pathogens, following label directions for appropriate dilution rates and contact times.
	The Director of Facilities will ensure that the schools comply with DPH guidelines including: <ul style="list-style-type: none"> ● Guidance for Cleaning and Disinfecting of Schools during COVID-19 ● Return to Service Guidance for Building Water Systems ● Guidance for School Systems for the Operation of Central and non-Central Ventilation Systems



2 The Director of Facilities and School Administrators will ensure that schools meet distancing expectations by adjusting the set up in all classrooms.

The Director of Finance & Operations will oversee a reopening plan for each building that specifically addresses social distancing for all classrooms, bathrooms, hallways, and offices in the school.

- Maximize social distancing between student workstations, achieving 6 feet if feasible (not required) when determining the classroom layout. Desks should face in the same direction (rather than facing each other) or students should sit on only one side of tables, spaced apart.
- Where necessary, assess other spaces that may be repurposed for instruction in the school.
- Maximize space between the teacher and students due to the risk of increased droplets from teachers during instruction. If a teacher removes face covering or mask during instruction, spacing should be increased beyond six feet. For teachers who stay seated, a physical barrier may be considered an option.
- Floor markings throughout classrooms and the school may be included to illustrate social/physical distancing.

Classroom bookcases, reading nooks, storage cabinets will be removed/repositioned to create the maximum amount of space between students.

The Director of Facilities and Principals will work together to ensure that a dedicated medical isolation room has been identified in every school building.

3 School Administrators will ensure that schools restrict the shared use of materials.

Principals will work to ensure that staff restrict the sharing of educational materials between individuals (including such items as books, manipulatives, computers, calculators, writing utensils, and art supplies). Teachers will ensure that there is a procedure for disinfecting any electronic devices, toys, books, and other games or learning aids that must be shared during the same school day.

Any alternate seating or shared seating in reading nooks, group centers, and other areas will not be allowed. Items that cannot be cleaned and sanitized (such as shared stuffed animals in classrooms) will not be allowed in classrooms.

Where possible each student’s belongings/school supplies will be separated and in an individually labeled storage container, cubby, locker, or other designated area depending on the grade level and/specific course. Students will be encouraged to take home belongings each day to be cleaned. Belongings such as personal stuffed animals and other toys will be strongly discouraged.

4 The Director of Facilities will ensure that hand washing and sanitizing stations will be readily available.

Each school will ensure that staff, students, and authorized personnel have access to soap and water and/or hand sanitizer.

5 The Director of Facilities and School Administrators will oversee a rapid response plan for suspected or confirmed cases of COVID 19.

Each building will have a plan to close off areas used by any sick person and not reopening those areas or using areas before cleaning and disinfection. The Director will oversee the proper cleaning of any such area.

Operations expectations for reopening the Danbury Public Schools

1 The Health and Nursing Services Coordinator will oversee staff training on the physical protection of the school community.

The schools will provide required staff training on the following as part of the reopening prior to the start of school:

- Physical distancing of staff and students
- Symptom screening
- Proper use of protective equipment
- The correct use of cloth face coverings / masks
- Cough and sneeze etiquette
- Keeping one’s hands away from one’s face
- Frequent hand washing and proper technique
- Confidentiality around health recording and reporting
- Training on trauma-informed practices and suicide prevention

2 Staff training on the mental health wellness of students will be available throughout the year.

The schools will provide staff training on the following (in addition to Social/Emotional Learning expectations):

- Training on trauma-informed practices.
- Confidentiality around health recording and reporting.

3 Signage will be posted in school that is highly visible as well as being accessible for students with disabilities.

The Director of Finance & Operations and Principals will work together to ensure the distribution of information and regular communication about the actions school communities can take to stop the spread.

Signs will be posted in highly visible locations (e.g., school entrances, staff areas, and restrooms) that promote everyday protective measures and provide instruction related to properly washing hands and properly wearing a cloth face coverings or masks.
<https://www.cdc.gov/coronavirus/2019-ncov/communication/index.html>



Food service expectations for reopening Danbury Public Schools

1	The Director of Food Services will ensure compliance with federal guidelines and local health official guidelines and any additional guidelines introduced regarding child nutrition.
	The Director of Food Services will actively promote and determine eligibility for and make available free and reduced-price meals and snacks and free milk to all eligible students.
	The Director of Food Services will comply with the U.S. Department of Agriculture’s (USDA) regulations and policies (and any changes occurring) for school meals and milk including the meal pattern requirements.
	The Director of Food Services will ensure that the schools claim meals/ milk provided to eligible students using accurate counting and claiming methods. Additionally, the number of free and reduced-price meals served and claimed for reimbursement must have adequate documentation on file to support the claim.
	The Director of Food Services will proactively plan and be prepared at all times throughout the year for expedited meal access during including a short period (2-5 days) and a longer period (2 weeks) of closure.
	The Director of Food Services will oversee PPE for food service operations such as masks, gloves, physical barriers in serving areas, etc.
2	Food service in each school will be designed to promote social distancing.
	The Director of Food Services working with Principals will determine the appropriate meal distribution method (Cafeteria Pick-up Model, Classroom Delivery Model, or a Hybrid Delivery Model) of meal service based on social distancing, physical location, student traffic, space, staffing, etc.
	Each school will communicate age-appropriate and school-appropriate strategies to families about school meal service and options. Meals service communications will communicate social distancing requirements and include any additional school options as follows: <ul style="list-style-type: none"> ● additional lunch waves to separate classroom cohorts; ● staggering cafeteria use throughout the late morning/early afternoon; ● increasing the number of meal service access points; ● serving meals in cafeteria and then returning to classrooms or alternate locations; ● serving meals in classrooms and alternate locations;
	The Principals will arrange for smaller lunch waves in each school. For all grades, more than one classroom cohort may be in the cafeteria with another cohort, but groups must remain separated from each other by a distance that is recommended to be at least 14 feet where possible.
	School cafeteria and meal service plans will be adjusted based on level of concern of transmission.
	There will be no “share tables” or self-service buffets for food and condiments.
	Physical barriers, such as sneeze guards and partitions, at point of sale and other areas will be installed where maintaining physical distance of 3-6 feet is difficult.
	If meals are provided in classrooms or alternate locations, sufficient trash removal and cleaning will be in place.

Communications expectations for reopening the Danbury Public Schools

1	The Superintendent of Schools will oversee communications regarding planning and reopening.
	Families, staff, and the community will receive timely updates via email, website, and social media during the school year directly from the Superintendent of Schools regarding the most up to date policies and protocols related to all considerations and aspects of this plan and future COVID-19 planning.
	Families, staff, and the community will be invited to the periodic Superintendent’s/Central Office Administrators Town Hall (Zoom meeting) meetings for updates, discussions, input, and suggestions on reopening and the ongoing status of school.
	Changes to planning, changes in the status of the schools’ schedules, and any school closures will be communicated directly from the Superintendents or his designee to the school community.



Checklist – Instruction

The **Classroom Cohort Model** will be used predominantly in Grades K-8. A Cohort is a stable group of students and educators with consistent members that stay together throughout the school day to help mitigate the risk of spreading the virus. It is still expected that students & individuals within the cohorts maintain as much physical distance as possible. The classroom cohort will spend as much of the day together as a group as possible with a single teacher or with teachers of different subject areas meeting the cohort in the cohort’s assigned classroom(s).

Instructional expectations for reopening the Danbury Public Schools

1	The instructional day and building schedules may be modified to meet the current health situation.
	The Superintendent of Schools will communicate to staff and families any class cancelation (or adjustment in schedule) and subsequent reopening in the event that the State cancels in-school classes for all or restricts attendance requiring employing the school’s plan for a Hybrid Model.
	The Superintendent will base single closure, multiple school closure, or district closure using the most up-to-date information on specific cases in the community or in a school with the consultation of local health officials and the district medical supervisor.
	The Superintendent will notify the State Department of Education should a local decision be made to close under the guidance of local health officials and/or the district medical supervisor.
	Principals will review current instructional schedules in each school and make any modifications necessary to reopen and best meet the needs of students and staff members for a full return to school.
	Principals will be prepared to amend schedules as necessary due to increased transmission in the school and/or the community. Alternate “Surge” Models will include: <ul style="list-style-type: none"> • 50%/50% Hybrid Models for a moderate increase in transmission including A-B Student Cohorts, possible reduced schedule of alternating days or alternating weeks, or • Distance Learning for a large increase in transmission <ul style="list-style-type: none"> ○ Hybrid and Distance Learning modes will include the use of Google Classroom, Whole and Small Group Synchronous/Live and Asynchronous instruction opportunities and will utilize blended learning formats.
	The Principals and teachers will proactively plan and be prepared at all times throughout the year for an expedited shift to Distance Learning instruction during a required short period (2-5 days) and a longer period (2 weeks) of closure.
	The Principals and technology department will proactively plan and be prepared at all times throughout the year for expedited technology access/support for a required period of Distance Learning including a short period (2-5 days) and a longer period (2 weeks) of closure.
	The Director of Curriculum will Consult and share resources for teaching in a Distance Learning environment that is both synchronous and asynchronous which can be found in the Plan to Reimagine CT Classrooms for Continuous Learning and the CT Remote Learning Hub and DPS District Website.
	The schools will evaluate and adapt any revised models of instruction throughout the year with all educational partners and staff.
2	Principals will group students in Classroom Cohorts in Grades K-8 as much as possible.
	Classroom cohorts will be established and use the same classroom every day and for the most part utilize the same hallways, bathrooms, and other area of the school as much as possible. Cohorts will be assigned a team of teachers and support personnel.
	Principals and teachers will educate students, families, and staff on the value of cohorts, ensuring they understand that other health and safety guidelines remain important to minimize the risk of infection.
	Principals and teachers will restrict the mixing of cohorts for the start of the school year as much as possible.
	Teachers will push into the cohort classroom as much as possible for academic courses and special courses including Art, Music, Library, & Technology resulting in teachers of specific content areas rotating through the building, instead of student groups. Physical Education classes will take place in the cohort classroom and/or outdoors to the greatest extent possible.
	Students in each cohort will have assigned seating in the cohort classroom as much as possible.
	Students in each cohort will have assigned materials in the cohort classroom as much as possible.
	Principals will create schedules as possible that stagger passing in hall by adjusting schedules to ensure students change rooms, if necessary, at different times.



3	All learning experiences will be reviewed in order to ensure safe and appropriate instructional practices.
	The Director of Curriculum and Instruction will oversee all learning experiences and any curricular modifications in order to provide safe environments for students and teachers.
	The Director of Curriculum and Instruction will oversee all learning experiences and any curricular modifications in order to provide an appropriate, high standard of learning for students and teachers, including the provision, if feasible, of independent online independent learning for students unable to attend in person classes.
	Courses and activities that may involve risk to students and staff (singing, playing instruments, food production and consumption, etc.) will be approved in advance by the Director of Curriculum.
4	Building Principals and Instructional Leaders will work with the Director of Curriculum to identify learning gaps, learning barriers, and find innovative ways to meet the needs of children.
	Diagnostic assessments will be used to identify specific areas where instruction or intervention may be needed to improve student learning.
	Formative assessments and progress monitoring will take place during lessons and provide actionable information about students' learning status relative to the desired lesson goal.
	Teachers will use data from formative assessments immediately to adjust their instruction and ensure students' progress towards learning goals.
	Principals will refine each school's multi-tiered system of support and include guidance for implementing Tier 1 strategies, observing for engagement and effectiveness before offering Tier 2 interventions and when and how to offer Tier 2 and Tier 3 supports.
	District Administrators and Specialists will identify and plan for grade level/subject level/team coaching and improvement cycles including job embedded PD and reviewing student assessments, planning for instructional shifts and strategies based on data, establishing clear outcome goals, debriefing and deconstructing lessons as a team, and repeating the process.
	Special Education and ESL/Bilingual Team Leaders will oversee appropriate accommodations and scaffolds for students and share innovative ways to meet unique student needs with teachers.
5	Utilize data to ensure that all children are performing at grade level by the end of the 2020-21 school year.
	Each school will share learning goals that are clearly established and shared with students and families.
6	The State of Connecticut will develop a Remote Learning Model for learning at home due to medical concern, illness, quarantine, or other reasons.
	Principals will conduct a survey to find out which students will participate in In-Person Learning, State of Connecticut Remote Learning with school support, or Homeschooling without school support.
	The Director of Curriculum and Instruction or designee will oversee school support for students in the Remote Learning Model: The CTRemoteLearningHub (https://portal.ct.gov/SDE/Academic-Office/CT-Learning-Hub) will provide high quality, high impact resources from experts in the field for academic content, social, emotional health and well-being.
7	The schools will base assessment practices for 20-21 on the Connecticut Department of Education model found in: <i>Adapt, Advance, Achieve: Connecticut's Plan to Learn and Grow Together</i>.
8	The Director of Special Education, Special Education Supervisors and ESL/Bilingual Administrators will oversee programming and transition back to school for all students with IEPs, 504s and English Language Learners.
	The schools will oversee programming for the fall with the understanding that there has been no waiver of requirements under the IDEA for provision of a free and appropriate public education (FAPE) in the least restrictive environment (LRE). During the spring of 2020 closure, the schools may not have been able to provide all services in the same manner that they are typically provided.
	Federal disability law allows for flexibility in determining how to meet the individualized needs of students receiving special education services.



	The schools will treat students eligible for special education and other special populations as general education students first. Guidance and policies related to school reopening plans apply to all students, including students with special needs who qualify for individual education programs under the IDEA and accommodation plans for eligible students under section 504 of the Rehabilitation Act. If students with disabilities are unable to access the reopening plan as designed, facilitate individualized and alternative means of reopening based upon student need, present levels of functioning, developmental levels, and student/parent input. Consider remote learning schedules if needed.
	Programming decisions will not be based on a student's disability category. However, the nature and/or severity of a student's disability may require unique considerations. Protocols should consider the student's developmental level and skills.
	Special Education Supervisors and Teachers will communicate with families of students with a high level of need to develop transition plans to assist special populations and special education students in their return to the school building.
	The Director of Curriculum & Instruction and ESL/Bilingual teachers will work with ELL students ensuring the provision of a free and appropriate public education (FAPE).
9	The Director of Curriculum & Instruction will oversee the safe implementation of Physical Education, Art, Library Media, Music Courses, and extracurricular activities.
	All educational programming in PE, Art, Library Media and Music will be expected to adhere to all CDC, state, and local guidelines related to social distancing and disinfecting areas & equipment.
	The Director of Curriculum & Instruction will work with Teachers to plan for physical education, fine arts, library media and music curricula that consider the needs of all students, including focusing on activities, adaptations, and modifications of all education activities to ensure the full inclusion by all students.
	PE at all levels will focus as much as possible on activities, fitness, exercises, and sports that are teacher led but performed individually and focus on lifetime fitness, utilizing alternative environments, land-based activities, and individual sports/activities.
	PE activities will assist as much as possible in the support of social-emotional learning and health/ wellness.
	<p>Music, Library Media and Art courses will strive to maintain current program of studies and course offerings, utilizing the following safety precautions:</p> <ul style="list-style-type: none"> • Maintain proper spacing of at least 12 feet when students are singing or performing wind instruments by scheduling large ensembles in auditoriums, outdoors, cafeterias, gyms or other large spaces. Focus on maximizing distancing for instruments that require blowing or for singing, compared with string and percussion instruments. • Schedule large ensembles into smaller groups throughout the day. Shift curriculum focus to solo and small ensemble work and create virtual performance experiences and assessments. • Continue full access to beginning instrumental music. Maintain small homogeneous groupings of instruments for lesson instruction. • Provide individual art supply kits for each student or plan for increased sanitization between each use. • Use on-line apps or platforms for student artwork (e.g., SeeSaw, Artsonia, Google Classroom, Flip Grid, SmartMusic, Sound Trap, Acapella, museum collections, painting/drawing platforms), video displays (e.g., YouTube), and slides (e.g., Google Slides, PowerPoint).



Checklist – Social/Emotional Growth

While much uncertainty surrounds how and when school will reopen, we know that social and emotional learning (SEL) will be critical to re-engaging students, supporting adults, rebuilding relationships, and creating a foundation for academic learning. This unprecedented shift to a new type of learning experience may have a lasting and profound impact on young people’s academic, social, emotional, and life outcomes. School leaders will need to bring together administrators, teachers, school staff, families, youth, and community partners to co-create supportive learning environments where all students and adults can enhance their social and emotional competencies, feel a sense of belonging, heal, and thrive.

From “Leveraging the Power of Social and Emotional Learning” (casel.org)

Social/Emotional expectations for reopening the Danbury Public Schools

1	Schools will help to ensure the inclusion of Social/Emotional Learning (SEL) to benefit the entire school community.
	Plan for experiences that ensure that the schools place adult and student wellness first to establish a positive, safe, and supportive learning environment. Strategies will be identified to engage populations and specific students that have been disengaged.
	Develop programming designed to help children and adults in the school community to manage emotions, set and achieve positive goals, feel and show empathy for others, establish and maintain positive relationships, and make responsible decisions.
	Plan (in collaboration with EdAdvance) SEL that is integrated into academic content through building essential self-management skills, resilience, and connections.
2	Coordinate SEL activities prior to the Reopening.
	Communicate to the school community that SEL is foundational to the holistic success of the school community and a necessary aspect of a highly functioning school community.
	Seek the voices of perspectives of students, families, educators, and other adults to develop responsive transitions plans. Engage directly with staff, and families and provide opportunities and communication forums and surveys periodically to solicit feedback.
	Assess the social and emotional support needed by the students during the initial reopening period as a result of the Distance Learning period. Encourage that all parties reflect on the students’ ability to navigate the unprecedented challenges of the alternative learning contexts during Distance Learning.
	Modeling restorative circles process, engage the staff in reflecting on what they’ve learned from the spring of 2020 and how this experience will shape the coming years for them and their students.
	Provide professional development on trauma informed practice and social emotional strategies prior to the start of school.
	Provide professional development for employee safety and wellness training. Make available and communicate to all staff members the appropriate contacts for the district Employee Assistance Program.
3	Integrate SEL activities into the reopening process.
	Consider how staff can coordinate to check in regularly with small groups of students and families; and how counselors, social workers, school psychologists, and nurses can connect with students and families ongoing.
	Intentionally build structures that promote supportive adult-student relationships and a sense of belonging. Ensure every student has at least one caring adult at the school who checks in regularly with them and whom they can reach out to.
	Develop a plan in each school to provide non-academic-focused check-ins with students.
	Help staff with tools to communicate with students and families in helping them navigate changes in the school system and learning structures.
	Coordinate with all staff the best ways to assist students who need additional support to physically distance or who may not be able to wear a mask due to a manifestation of their disability.
	Weave in opportunities for students to practice and reflect upon social and emotional competencies throughout the day.
4	Integrate SEL practices into instructional planning.
	The Danbury Public Schools will put plans and services in place to identify and support the social and emotional needs of students ensuring that all classroom educators and support staff share responsibility for struggling learners.



The coming months will mark continued transitions for everyone in school communities as they prepare for an academic year that offers new types of relationships, learning, and operations. The transition may bring excitement, anxiety, concern, and other complex emotions as students wonder what the return to classrooms will look like, anticipate reconnecting with peers and teachers, and look forward to engaging in person in supportive learning environments. This moment will also call upon educators to intentionally and relentlessly foster emotional and physical safety and a sense of belonging throughout their school community.

High-quality SEL implementation provides students and adults an opportunity to continue cultivating critical skills - such as empathy and compassion, self-regulation, stress management, communication, collaboration—that they will need not only to manage their experiences during the pandemic, but also to be caring, contributing members of their communities. SEL can also help educators reflect on how this experience has shaped our understanding of what and how we teach in schools, as well as the conditions that fully and equitably support student learning.

From “Leveraging the Power of Social and Emotional Learning” (casel.org)



Checklist – Transportation

		
<p>CONNECTICUT LOW STATUS Low transmission risk in the community of COVID-19</p>	<p>CONNECTICUT MODERATE STATUS Moderate or more severe spread of COVID-19</p>	<p>NO TRANSPORTATION PROVIDED</p>
<p>Up to Full Capacity on Bus Bus transportation can operate up to full status with face coverings / mask and requirements and loading and unloading restrictions With additional bus monitors to supervise compliance</p> <div style="border: 1px solid red; padding: 5px; margin-top: 10px;"> <p>This is the status for the beginning of school.</p> </div>	<p>Limited Capacity on Bus Bus transportation can operate with seating and spacing restrictions, face coverings / mask requirements, and loading and unloading restrictions.</p> <p>Reduced Number of Students and seating based on strict social distancing guidelines. Video review/monitoring.</p>	<p>100% Distance Learning</p>



Transportation expectations for reopening the Danbury Public Schools

1	Transportation status will be determined by the State of Connecticut and/or DPH.
	The District will employ an A-B days or A-B weeks. Bus passengers should be spaced with family members sitting together and non-family members should be spaced accordingly. 6 feet apart utilizing alternating diagonal seating. Passengers will be required to wear a face covering or mask that completely covers the nose and mouth during transit. The rider's face covering must be in place prior to boarding the bus and must be kept in place until they are completely off the bus. Students should load into the bus from the back row to the front (where the first passengers onto the bus sit in the back row) and then unload the bus in a controlled manner upon arrival at the school from front to back by seat. This will reduce the number of people passengers pass by as they get on the bus and will prevent crowding in the center aisle when the bus arrives for unloading.
2	Transportation to and from by parents/guardians will be encouraged.
	Parents are encouraged to transport their children to school to assist in supporting social distance protocols.
	The district will conduct a survey to find out which students will be driven by parents at the start of the school year.
	Principals will work with the Director of Safety to enhance the safety protocols at the school sites.
	Principals will plan vehicle flow and logistics particularly if there are more family transport vehicles.
	Principals will develop arrival/departure procedures that limit unnecessary entrance of parents and guardians into the building. Each school will allow for minimal contact of parents with school personnel and students while dropping off and/or picking up students during the day.
	There is a procedure at each school that allows for students to drop off at the start of the day and students pick up at the end of the day without parents needing to enter the building.
3	Proper hygiene habits will be practiced on the bus.
	Parents of students in younger grades will be asked to assist in social distancing at bus stops and during pick-up and drop-off.
	Parents of students in younger grades will be asked to secure masks on students at bus stops prior to students entering the bus.
	Students will be required to wear a face covering or mask that completely covers the nose and mouth during transit.
	Seating arrangements will be adjusted on buses to prevent students from passing one another while loading/unloading as much as possible. <ul style="list-style-type: none"> • First students to load on bus sit in back, filling seats toward the front of bus • Students in front unload first • Loading process at school based on route to promote limited passing in aisles • Assigned seats will be arranged for students in Grades PK-5
	The Bus Cohort Model will be expected in all grades, PK-12. Stable groups help to mitigate the risk of spreading the virus. Students will only be permitted on the bus to which they have been assigned in order to minimize cross-contamination of student groups. Students will be expected to ride the same bus to school in the morning and the same bus to home in the afternoon every day.
4	Bus drivers will follow the expectations for school employees regarding health and screening.
	Passive Screening: Drivers are instructed to self-screen before leaving for school by checking to ensure temperatures below 100.0 degrees Fahrenheit and to observe for symptoms outlined by public health officials. Drivers are to stay at home if they are feeling sick, have any symptoms associated with COVID-19, or have had close contact with a person diagnosed with COVID-19.
	Drivers with a temperature greater than 100.0 degrees are not permitted to drive. Drivers will be allowed to return 24 hours after a fever has broken, or with a note from their healthcare provider, or with a documented negative COVID-19 test.
	All drivers will sanitize hands upon entering buses.
	Bus Drivers must wear face masks. These must always be worn when children are in the bus.
5	Numbers of students on each bus will be confirmed by the State and/or by local health officials.
	Schools will ideally adjust schedules with as little impact as possible to meet transportation requirements. Bus routes will not initially be based on survey results from parents whether they will drive students to school; however, this information will be important if the State indicates that the number of students on buses must be reduced. If extra runs are required to accommodate students and distancing expectations, students will not be penalized for arriving late to school.



If the State of Connecticut adjusts social distancing guidelines due to a surge in COVID 19:

The number of students on each bus may be adjusted.

The schools will limit the number of students on buses based on guidelines issued from the State of Connecticut. Seating options include:

- Seat one student to a bench on both sides of the bus.
- Seat one student to a bench on both sides of the bus, skipping every other row.
- Seat one student to a bench, alternating rows on each side, creating a zigzag pattern on the bus.

Bus populations may be adjusted as follows:

- 72 students per bus - K-5
- 55 students per bus – 6-12 bus runs

In a HYBRID model we expect 50% capacity

Reduced size bus runs will result in adjusted bus routes resulting in “double runs” or “triple runs” resulting in staggered arrival times and dismissal times for students.

A bus monitor employed by the school district will ride on the bus at all times and will ensure that students practice social distancing on buses. *This requirement may impact the school’s ability to hold in-person schooling.*

The school schedule may be adjusted to meet the needs of social distancing (on buses) based on guidelines issued from the State of Connecticut.

- If numbers are limited the schedule may result in A-B day (alternating days) for students: “Monday & Tuesday” or “Thursday & Friday.” A-B weeks (alternating weeks) may be considered.
- Adjusted State Guidelines may result in an extended period of Distance Learning by all students.

Adjustments to bus expectations by the State of Connecticut (if needed or imposed) will greatly impact school schedules and /or the ability to hold school in-person.



Checklist – Technology

Technology expectations for reopening the Danbury Public Schools

1	Access to technology will be provided 1-to-1 for students.
	Technology will be reviewed to ensure 1-1 access for all students.
	The district will supply Chromebooks to new students entering the district. We will have inventory on hand in the event of damage, lost or stolen devices.
2	Technology will transition to “Mobile on the Moment.”
	The district will provide a model in which all students will transport devices to and from school to ensure continuity of learning in the event of a sudden closure.
3	Equitable and universal technology access will continue to be ensured.
	The district will work with the city to try and procure wireless internet access to all families. The Technology Staff will plan for students to take home technology for a possible closure of short duration or longer duration achieving this through the purchase of mobile cases.



Pandemic Response Planning

LITTLE OR NO COMMUNITY TRANSMISSION	MINIMAL or MODERATE COMMUNITY TRANSMISSION	SUBSTANTIAL COMMUNITY TRANSMISSION
Instruction is 100% in-person	Instruction is 100% in-person or 50/50% Hybrid	Instruction is 100% Distance/Online Learning
Daily attendance rates monitored	Daily attendance rates monitored and shared with local health officials	Attendance for Distance Learning is monitored based on participation from home
Teaching and reinforcing of healthy hygiene	Concentrated reinforcement of healthy hygiene	Communication to home on healthy hygiene practices
Prevention measures in place	Heightened prevention measures in place	Quarantine measures in place for essential personnel
Social distancing in place	Heightened social distancing in place with limitations in activities/events	Quarantine measures in place
Group gatherings/events limited; all require approval	Group gatherings/events postponed	All group gatherings/events canceled
Remain prepared for Distance Learning while learning is In-Person at school or hybrid learning takes place	Active Preparation for Distance Learning and/or short-term school dismissals resulting in possible Distance learning for two-week periods	Continued engagement in Distance Learning during extended school dismissals for long periods
Cleaning and disinfecting in place	Intensified cleaning and sanitizing in place	Classroom and buildings sanitized and shut down
Regular communication with local health officials	Coordination of closure with local health officials	Order of closure from local health officials and/or Executive Order for closure from Governor's Office

A confirmed case in the school building:

Assess risk with local health officials.

Plan for short (2-5 days) or longer (10 days) closure to clean, disinfect, and contract trace in consultation with the Danbury Department of Health.

**IN SCHOOL
TRANSMISSION**



Pandemic Response expectations for reopening Danbury Public Schools

1 The Danbury Pandemic Response includes a tiered response for school attendance based on transmission in the community and/or in the school.

NO COMMUNITY TRANSMISSION	MINIMAL COMMUNITY TRANSMISSION	SUBSTANTIAL COMMUNITY TRANSMISSION
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Community transmission of COVID 19 will impact the schools' planning, operations, and instruction as indicated in the chart above. (Detailed schedules included earlier in this reopening packet).

2 The Danbury Pandemic Response includes for an immediate response for a confirmed diagnosis in the school.

**IN SCHOOL
TRANSMISSION**

If a student, staff member, volunteer, or visitor has been present in school has a **confirmed diagnosis** of COVID-19, the School Nurse and the building Principal contact the Central Office and the Superintendent of Schools. In addition, the Superintendent will be notified by school personnel that a student is suspected of being sick, maintaining confidentiality in accordance with FERPA, privacy expectations, and the Americans with Disabilities Act (ADA).

The Superintendent of Schools notifies the local health officials (Danbury Health Department) immediately.

The Danbury Health Department will assess risk of further transmission in the school.

Decisions are made concerning:

- Contact tracing
- Closure
- Cleaning
- Continuity of education
- Reopening of school

The decision to suspend or close a school (or the entire school district) will be made by the Superintendent or designee based on information and recommendation from local health officials (Danbury Health Department). Board of Education members and town officials are notified of closure as well as the State Department of Education.

Schools will likely implement a short-term closure (2-5 days) or longer regardless of community spread if an infected person has been in a school building. The CDC recommends dismissal of students and most staff for 2-5 days. This initial short-term dismissal allows time for the local health officials to gain a better understanding of the COVID-19 situation impacting the school. This allows the Superintendent, in consultation with the local health officials, to determine appropriate next steps, including whether an extended dismissal duration is needed to stop or slow further spread of COVID-19.

All communications to the school community including staff and families are made through the Central Office.

During school dismissals, all extracurricular activities, athletics, and school-based afterschool programs are canceled.



4	<p>There will be a coordinated effort among all schools to ensure that students and staff take everyday preventive actions to prevent the spread of respiratory illnesses.</p>
	<p>The Superintendent and Principals will develop a strong communication program, “Keeping our Schools Open” encouraging all parties to stay home when sick or feeling sick; appropriately covering coughs and sneezes; practicing social distancing; cleaning and disinfecting frequently touched surfaces; and washing hands often with soap and water or using hand sanitizer.</p>
5	<p>Communication guidelines are established in each school according to the appropriate transmission tiers or an in-school case.</p> <ul style="list-style-type: none"> • Ongoing Communication (Bi-Weekly) will be shared with staff and families concerning the status of school’s reopening efforts and continuing safety efforts. • The Danbury Public Schools website, newsletters, Zoom parent forum, Facebook pages, and letters home will address prevention efforts, updated information from local, state, and national authorities, and publications from the Danbury Health Department as materials become available.
	<ul style="list-style-type: none"> • A confirmed case in the school building results in immediate communication with local health officials (Danbury Health Department) resulting in a determination of length of closure. • Communication is immediate to all staff and families, as well as to local and state officials that a school or the school district is shutting down for a time period (to be determined). • 100% Distance Learning. • The Danbury Public Schools website, newsletters, Facebook pages, and letters home will address prevention efforts, updated information from local, state, and national authorities and publications from the Danbury Health Department as materials become available. • Procedures for closure and reopening are shared with the staff and parents.



Sources

Danbury Public Schools would like to thank the East Hampton Public School District for providing a template for CT public schools to use in the development of their individual plans. Please note that sections of this document have been taken from or based on the following sources:

- **“Adapt, Advance, Achieve” Connecticut’s Plan to Learn and Grow Together** - Connecticut State Department of Education
- **“Reopening our Schools”** East Hampton Public Schools, East Hampton, CT
- **“Reopen Connecticut”** - Rules for operating Summer School during COVID 19 - State of Connecticut
- **“Preparing for a Safe Return to Classroom Learning”** - State of Connecticut
- **“Stronger Together”** - A Guidebook for the Safe Reopening of California’s Public Schools - California Department of Education
- **“Back to School RI”** - Reopening RI: Health and Safety Guidance - State of Rhode Island
- **“Guidance on Required Safety Supplies for Reopening Schools”** - Massachusetts Department of Elementary and Secondary Education
- **“Initial Fall School Reopening Guidance”** - Massachusetts Department of Elementary and Secondary Education
- **“Preliminary Guidance for Phased Reopening of Pre-K to 12 Schools”** - State of Pennsylvania Department of Education
- **K-12 Schools and Childcare Programs** - FAQs for Administrators, Teachers, and Parents - CDC.gov/coronavirus
- **Recommendations for Protections and Procedures Regarding Education and Connecticut’s Public Schools** – Connecticut Education Association, CEA
- **Leveraging the Power of Social and Emotional Learning** - Available at https://casel.org/wp-content/uploads/2020/05/CASEL_Leveraging-SEL-as-You-Prepare-to-Reop

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- 2 National Centre for Immunisation Research and Surveillance (NCIRS) (2020). COVID-19 in schools – the experience in NSW. Available at http://ncirs.org.au/sites/default/files/2020-04/NCIRS%20NSW%20Schools%20COVID_Summary_FINAL%20public_26%20April%202020.pdf
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Please note that all plans and items included in this document are subject to change based on requirements and/or advice from the Governor or Connecticut, the Connecticut State Department of Education, and the Danbury Department of Health

Contact the Assistant Superintendent of Schools for additional information and/or questions:

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