



BRADFORD

CENTRAL SCHOOL DISTRICT

Enter to learn, leave to succeed!

August 5, 2020

Dear BCS Families,

Below is a sample of what you can expect your child's day to be like when school opens up this coming September. Please know this is a generalization of a day and there may be some variations based on a student's schedule.

Routine from home to school:

- School breakfast will be delivered to the home for an entire week and it is asked that children eat prior to leaving for school. The reason for this setup is to avoid a large group of students in the cafeteria prior to the start of school. If breakfast cannot be delivered to the home we will have a "grab and go" breakfast available for students to take with them to their Homeroom/1st period class.
- As a parent you will be asked to perform a general screening of your child for COVID symptoms. This will include a daily temperature check. A bundle of daily screening notes will be provided to parents so this general information can be shared with the school. Your child needs to provide this note to their bus driver before entering the bus or to a staff member who will be stationed at the Main entrance if you drop your child off at school. If a child does not have this screening note they may be denied access to the bus. If a child reports to school without a note they will be screened by our nurse.
- We will open up our cafeteria for students to be dropped off at school at 8:00 AM in the morning. We do ask that you only use this service if absolutely necessary. Students who are dropped off at **8:00 AM** will be seated in a socially distanced manner in the cafeteria until the start of the school day.
- A mask will be worn the entire time your child is on the bus or as they enter the school. Children from the same household will be seated together.
- Buses will arrive at the school at approximately **8:20 AM** in order for students to unload prior to the start of HR/1st period which begins at **8:30 AM**. This delayed arrival time will result in a slightly later morning pickup time than in previous years. Pickup times will be sent home by the Transportation Department.
- Elementary teachers or staff will greet their students as they exit the bus and guide them to their classroom. High school students will be directed to their lockers and then to their HR/1st period class. Lockers have been spaced out so as to help create less congestion in the hallway during this time.
- Students will be allowed to carry backpacks with them to class to reduce the number of trips to their locker during the school day.



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Routine during the school day:

- Once students enter their classroom and are seated in their desk they will be able to remove their mask as long as social distancing has been achieved in the room. This will be on a case by case basis, however please know there are very few classes where a mask will have to be worn the entire time.

Elementary

- In order to achieve social distancing in our rooms we have divided elementary grade levels into (2) sections. Teachers and teacher assistants will be collaborating on how instruction will be delivered to students. Some possible scenarios are listed below;
 - The (2) teachers at each grade level will plan together and deliver the same instruction to their assigned students
 - The (2) teachers will divide up subjects to be taught and move back and forth between the sections of students in order to teach this content.
 - The experienced grade level teacher will provide the initial instruction to all students and the supporting teacher will provide follow up instruction to students.
 - The experienced grade level teacher will provide in-person instruction in one classroom, while the other classroom participates in real time remotely from their classroom via their school issued chromebook or classroom projector. An equal amount of in-person and remote location instruction will be provided to both grade level sections. In most cases classrooms have been set up close together so teachers can easily move back and forth between the rooms.
- Prekindergarten will be a half day program, with half of the students attending in the morning and the other half of students attending in the afternoon. All other grade levels will attend on a full-day basis.
- Whenever students move throughout the building to change classes, report to lunch etc, they will be required to wear a mask since social distancing cannot be achieved.
- It is understood there will be a need for more frequent breaks this year. Breaks will be scheduled so handwashing can occur, as well as opportunities for student movement. Students will be able to go outside for recess, however if social distancing cannot occur on the playground a mask will have to be worn.
- Snacks will be allowed in class (per teacher rules) however sharing of snacks is not allowed. The same rule applies to classroom supplies.
- Details of lunch are still being finalized and may vary by grade level, however, students will either eat in the cafeteria in a socially distanced manner, whether by distance or use



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of a clear table barrier or back in their classroom. Barriers have been purchased by the school and will be placed on tables so as to allow 2-3 students per table. This divider will help account for when a child removes their mask to eat.

- Special classes such as physical education, music etc will occur but there is an increased requirement of 12 feet of social distancing for these areas depending on the type of activity they are doing. This may result in more individualized activities.
- At the end of the day students will be dismissed in a structured manner. They will either be escorted outside for parent pickup or to their bus for transportation home.
- We do not plan to start the year running our BRAVES afterschool program, however depending on circumstances this could be implemented later in the year. The decision to not run after school programs, or to do so on a limited basis, is to allow our staff access to the entire building so deep cleaning can take place.

High School

- The same social distancing requirements at the elementary school also apply at the high school. Whenever students cannot maintain 6 feet of separation a mask must be worn.
- Classrooms have been set up to allow for the maximum number of desks to be socially distanced.
- Traffic flow patterns will be established in the hallway to help keep space between students as they transition to and from class.
- In most cases once a student arrives at their desk they will be able to remove their mask for instruction. Even in classrooms which are socially distanced a student should be ready to place on their mask if they, or their teacher, needs to move about the room.
- If a class cannot achieve the proper social distancing one of two scenarios may occur;
 - Student will be required to wear their mask during that period
 - Some students can go to a newly created overflow location where they can participate in class remotely via their chromebook.
 - The final determination on which of these options is selected will be made by the teacher and based upon period by period circumstances. **I again would like to reiterate this is not a scenario that will occur regularly in any child's schedule.**
- Due to the large number of students in the 7th grade class and the fact that at middle school level students tend to stay together as a group, this section of students will have a classroom set up for them in the Blue gymnasium. By using this space social distancing can occur and eliminate the need for a mask to be worn. This space will be set up to serve as a classroom with a portable interactive whiteboard being placed in the gym, as well as all other materials or resources found in a traditional classroom. Each



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subject teacher will rotate to this location, as opposed to the students travelling to the teacher's room.

- Student lockers will be spaced out to create separation, however we will encourage students to limit use of these lockers. Backpacks will be allowed to be carried to classes this year to help reduce the need to go to lockers.
- Drinking fountains will be closed this year, however water bottle filling stations are being added throughout the school and students can carry a water bottle with them.
- Lunch will occur in the cafeteria and be expanded in length. Again students will be socially distanced while eating. Half of the middle/high school grades will report to the Gold gym where they can use their phones, read, talk to friends etc, while the other grade levels eat in the cafeteria. These groups will then flip flop locations so the other group will have time to eat lunch or take a break from their schooling.
- Extracurricular activities will be limited at the start of the school year.
- Fall athletics has been postponed until September 21st.
- BOCES classes will be running as normal.

Other Information:

- A decision to push back the start day for students until **Thursday, September 10th** will be made by the week of August 10th. In order for this to occur in-service dates of **November 10th** and **February 1st** would then be converted to student attendance days. The purpose of pushing back the start of school would be to allow for more time for rooms to be prepared for the return of students and for our staff to prepare for the adjustments in procedures and schedules.
- The District has purchased a face covering for each student and staff member. We will also have disposable masks available if one is needed.
- Students can bring their own face covering as long as it meets guideline standards. A mask or gaiter meets requirements, however, a face shield does not. A face shield can be worn with a face covering if so desired by a student or staff member.
- Even in locations where social distancing can be achieved, students and staff can wear face coverings at their discretion. This would be a recommended practice.
- Cleaning of high touch areas, including student desks will occur throughout the school day.
- Hand sanitizer will be available in each classroom and office area.
- Frequent hand washing during the day is recommended.
- Visitors to the building will be restricted. In the event a visitor needed to enter the building they would have to be screened for COVID symptoms prior to doing so.



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- If a child does not feel well they should stay home from school. If a child stays home from school we will be contacting you to discuss the reason for their absence and to offer suggested guidance if needed.
- If you do not have a thermometer at home the school can assist in helping you secure one for the purpose of screening your child.
- The District has made upgrades to its air filtration system to help
- We have and will continue to work closely with our school doctor and the NYS Department of Health regarding the health and safety of our students and staff.
- If there is a need for online learning please contact the school as soon as possible so we can discuss this option with you.

We realize this list may not have addressed every question you may have and encourage you to reach out to the school with any questions. As always your support is greatly appreciated. While this year may be very different than any we have ever encountered, it does not mean it has to be any less rewarding. Together we will make 2020-21 a great year for our students, staff and community. Go Braves!

Yours in education,

John R. Marshall
Superintendent