

# **HYBRID PLAN SUPPLEMENT**

# **PRIORITIES FOR REOPENING**

Promote student and staff physical health and emotional well-being

Ensure equity and access for all students to high quality, rigorous learning

Create sustainability and capacity to respond to change

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# 1 HEALTH AND SAFETY

Three of the most important mitigating measures we can take are:

- wear face coverings
- socially distance
- consistently wash our hands

All staff and students will be expected to wear a protective face covering or face mask that completely covers the nose and mouth when inside the school building and throughout the day.

## **Preparing to Come to School**

- Morning health check at home
- Wear a face mask (bring extra masks from home in a plastic bag)
- Bring a water bottle from home school filling stations will be available, school water fountains will not be available
- Bring only what you need for the day in your backpack. There will be no lockers for storage.
- Bring your school issued Chromebook each day
- Make sure you are wearing your new school issued badge at all times (new requirement)

## **Mitigation Measures at School**

- Appropriate masks or cloth face coverings throughout the day
- Frequent opportunities to wash hands
- Social distancing whenever possible
- Practice cough / respiratory etiquette (turn away from others, cough into elbow)
- Structured arrival and dismissal
- Hall traffic patterns to assist social distancing efforts: signs and directional arrows will be displayed
- Only bottle filling stations will be available for students.
- Lockers will NOT be used
- Materials will not be shared where possible
- Visitors will be restricted: only necessary personnel will be allowed inside the building
- Frequent cleaning and disinfecting
- Less transitions during the school day
- No large gatherings of students

#### Containment

- Use of cohorts
- Protocols when students or staff show symptoms

#### **ARRIVAL AT SCHOOL**

\*\* Students will be permitted in the building no earlier than 7:30am\*\*

## **Arriving for Class**

- All students should be wearing a mask as they enter the building.
- Do not report to a locker or the Student Center.
- If you <u>are not</u> eating breakfast you must go directly to your first period of the day. Class will not begin until 8:00am.
- If you <u>are</u> grabbing free breakfast upon entering BHS, or if you're bringing breakfast into the building, you must proceed directly to the following areas. There will be a grab and go kiosk at each entry point.

FreshmanSophomoresAUD

JuniorsSeniorsStudent Center BStudent Center A

• Students will report to their first period class as soon as they have finished their breakfast. No extended socializing can be permitted.

#### **Bus Students**

- Buses will arrive at the back of the building and unload at both the ramp and East Gym lobby entrances.
- Only one bus per entrance will unload at a time.
- Students should have their masks on as they exit the bus.

## **Parent Drop-Off**

- Parents may drop students off at the front entrance as in the past; students will enter through the Main Entrance.
- Students should have their masks on as they leave their vehicle.

#### **Students Who Drive to School**

- Students will park in A Lot
- Students should have their masks on as they leave their vehicle.
- Students will enter through the E-Wing entrance

#### **Staff Supervision**

- We will work together to establish and maintain a culture of safety.
- Staff will be at the front, back, and side entrances of the building in order to ensure that appropriate distancing is taking place and that masks are being worn properly.
- Students will move directly to their Period 1 class.
- Teachers will monitor hallways and move students along who are wandering or attempting to mingle.

#### **Additional Notes**

- If a student comes to school not wearing a mask, a staff member wearing a mask will meet the student outside the building to provide them with a mask before they enter the building
- All Juniors and Seniors will be eligible for the late arrival privilege. This would allow them to arrive at school at the beginning of a <u>daily homeroom</u> if they have a study hall Period 1.
  - Students who arrive in this manner should wait until the warning bell to enter the building so they can go directly to their next class. (9:15)

#### DISMISSAL FROM SCHOOL

- Students will be called by bus number starting at 2:15 to be completed by 2:25.
  - Students who take the bus home will be dismissed first, followed by the students who drive to school and/or are getting picked up by an adult, walkers, and bikers.
- Bus information will be relayed to the office so that students will be called accordingly by office staff.
- All students must exit the building after being called. Please do not congregate in common areas waiting for other classmates to be dismissed.
- All Juniors and Seniors will be eligible for an early dismissal privilege. They will be allowed to leave school Periods 4 and 8 if they have a study hall. Students leaving school early should leave immediately, exiting via the Main Office door.

#### **Additional Notes:**

- Staff will be monitoring a staggered departure to ensure proper social distancing guidelines are being followed.
- Staff will be located in both the front and back of the school.

#### **ATTENDANCE**

- In the distance model for learning, students are expected to be present and engage live during each class period.
- In the hybrid model for learning, students are expected to report to school on their scheduled cohort day (blue or orange).
- Students in the cohort not assigned to be in school that day are expected to be present and engage live in distance learning from home each class period.
- In both distance and the hybrid model, attendance will be taken for each class period.
- In a distance learning model, if a student does not attend or engage in learning for that period, the teacher will mark the student absent.
- Any change in a student status (legal absence(LAB), unverified absence(UNV), present) can only be changed by the BHS attendance secretary with a note from a parent/guardian.
- A student that is scheduled to be in the building, and is not able to attend on their scheduled day but engages and interacts live in their class from home, can be marked as present, if the BHS attendance office receives a completed absenteeism form from a parent/guardian.
- All forms or questions regarding attendance taking procedure should be directed to the BHS Attendance office:

#### **IN-BUILDING PROTOCOLS**

#### **Classroom Protocols**

- Teachers, co-teachers, and paraprofessionals will follow all mask, social distancing, and exposure guidelines when working with each other and students.
- When possible, material/assignments will be shared via Google Classroom.
- If a student is requesting to leave the classroom for any reason, other than to use the bathrooms, the teacher must call the specific location requested to determine next steps.
- **Behavioral/Discipline needs**: If a staff member is having difficulty with a student, the staff member will call the main office for administration or student support staff member to go to the room and escort the student to the appropriate location. If a student leaves on their own, the staff member must call the office immediately to inform administration or their designee about the situation.

#### Bathroom use

- All bathrooms in BHS will be open.
- Bathrooms will be locked and not available during passing time.
- The nurse's bathroom will be available for emergency purposes.
- Classrooms will be assigned use of a particular bathroom during the class period.
- Only one student will be allowed out of each class at a time to use the assigned bathroom.
- Bathrooms will be monitored during class time to control the number of students in the bathroom.
- Each bathroom can only be occupied by no more than three students at a time.
- Bathroom will be checked and cleaned each hour.

#### **Bathroom Locations**

### **Passing Time in Hallways**

- Hallways will be clearly marked with directional arrows and signs helping students proceed through the building properly.
- A building map with specific details will be shared with all families, staudents, and staff prior to the start of the school year.

#### **MEALS**

- Free and reduced-price meals will be available to students who qualify.
- My School Bucks will be the only payment accepted (no fees this year). There will be NO cash sales.
- No a la carte options will be available
- Curbside meal pick-up will be available for online students and all students on Wednesdays at BHS

#### Breakfast

- Grab 'n go breakfast can be purchased at each entry point in the morning.
- If you <u>are not eating breakfast you must go directly to your first period of the day.</u> Class will not begin until 8:00am.
- If you are eating breakfast upon entering BHS, you must proceed directly to the following

#### areas:

FreshmanSophomoresAUD

JuniorsStudent Center BSeniorsStudent Center A

- Students will report to their first period class as soon as they have finished their breakfast. No extended socializing can be permitted.
- A maximum of 2 students can sit at each table, or there must be 4 seats between each person in the AUD
- Cafeteria tables in each area will be safely distanced from each other.
- Each eating area will be cleaned after breakfast.

#### Lunch

- Student Center A, Student Center B, and the Small Gym will be used as designated areas for lunch.
- There will three lunch waves, 1, 2, and 3
- Each wave will be assigned to an area for lunch
- The maximum for each lunch wave will be 50 students.
- A maximum of 2 students can sit at each table.
- Cafeteria tables in each area will be safely distanced from each other.
- Each cafeteria area will be cleaned after each wave.

1st Lunch Wave:2nd Lunch Wave:3rd Lunch Wave:Lunch: 11:05 - 11:35Class: 11:05 - 11:40Class: 11:05 - 12:20Class: 11:40 - 12:55Lunch: 11:45 - 12:15Lunch: 12:25 - 12:55

Class: 12:20 - 12:55

First Semester Lunch Wave Assignments

#### **Additional Notes**

• Staff will be monitoring student movement to ensure proper social distancing guidelines are being followed.

## **DAILY SCHEDULES**

# BHS Hybrid Learning Model (student version) \*Weeks will be designated A or B

Grades 9-12					
MINS	MON	TUES	WED	THURS	FRI
	Orange fr	om home	7:25 School day starts	Blue from home	
7:55 Warning bell		Cohort ilding	<ul><li>7:30-11:30am</li><li>All students must report each period</li></ul>	Orange In Bui	
8:00 - 9:15	Per. 1	Per. 5	<ul> <li>Attendance will be taken</li> </ul>	Per. 1	Per. 5
9:20 - 9:40 (20 min)	Homeroon	m/SPIRIT	<ul> <li>Asynchronous and Synchronous learning</li> </ul>	Homeroom/SPIRIT	
9:45 - 11:00	Per. 2	Per. 6	opportunities for students  Per 1 7:30 - 7:55  Per 2 8:00 - 8:25  Per 3 8:30 - 8:55  Per 4 9:00 - 9:25  Per 5 9:30 - 9:55  Per 6 10:00 - 10:25  Per 7 10:30 - 10:55  Per 8 11:00 - 11:25	Per. 2	Per. 6
1st Lunch Wave: Lunch: 11:05 - 11:35 Class: 11:40 - 12:55 2nd Lunch Wave: Class: 11:05 -11:40 Lunch: 11:45 - 12:15 Class: 12:20 - 12:55 3rd Lunch Wave: Class: 11:05 - 12:20 Lunch: 12:25 - 12:55	Per. 3	Per. 7	12:00pm-2:40pm  Professional Development Faculty	Per. 3	Per. 7
1:00 - 2:15	Per. 4	Per. 8		Per. 4	Per. 8
2:15 - 2:25	School Dismissal			School D	ismissal

## **BHS Distance Learning Model (student version)**

Grades 9-12					
MINS	MON	TUES	WED	THURS	FRI
	All stu	dents			All students
8:00 - 8:55 (55 min)	Per. 1	Per. 5	7:30-11:30am	Per. 1	Per. 5
9:00 - 9:20 (20 min)	Homeroon	n/SPIRIT	<ul> <li>All students must report each period</li> <li>Attendance will be taken</li> <li>Asynchronous and Synchronous learning opportunities for students</li> <li>Per 1 7:30 - 7:55</li> <li>Per 2 8:00 - 8:25</li> <li>Per 3 8:30 - 8:55</li> <li>Per 4 9:00 - 9:25</li> <li>Per 5 9:30 - 9:55</li> <li>Per 6 10:00 - 10:25</li> <li>Per 7 10:30 - 10:55</li> <li>Per 8 11:00 - 11:25</li> </ul>	Homeroo	m/SPIRIT
9:25 -10:20 (55 min)	Per. 2	Per. 6	12:00pm-2:40pm	Per. 2	Per. 6
10:25 - 11:20 (55 min)	Per. 3	Per. 7	Professional Development Faculty	Per. 3	Per. 7
11:25 - 12:10 (45 min)	Lunch	Lunch			
12:15 - 1:10(55 min)	Per. 4	Per. 8		Per. 4	Per. 8

#### TEMPORARY OPTION FOR VOLUNTARY REMOTE LEARNING

This option is temporary, per Connecticut State Department of Education directive. Complete information is available on the <u>Branford Public Schools website</u>.

To exercise this option, and also to return to in-person school, you must complete the Status Change Forms linked below. Both forms require **10 school days** to process.

**OPTION FOR VOLUNTARY REMOTE LEARNING** 

RETURN TO DISTRICT MODEL

## 4 ATHLETICS AND CO-CURRICULAR ACTIVITIES

#### **BHS Athletics**

BRANFORD ATHLETICS RE-ENGAGEMENT PLAN 2020-21

# **5** ENGAGING WITH STUDENTS AND FAMILIES

BPS District Website BHS Website

BPS Reopening FAQs #1 BHS COMMUNICATION CENTRAL

<u>2020-21 BPS School Calendar</u> <u>Option for Voluntary Remote Learning: Form</u>

#### **KEY DATES FOR THE START OF SCHOOL**

August 31 First day for faculty September 10 BHS first day for ALL students in distance learning environment (students not physically in school) September 10-18th All BHS students in distance learning environment (students not physically in school) BHS first day of in-person school for Blue Cohort (Orange Cohort distance September 21 learning from home) September 22 BHS Blue Cohort in school (Orange Cohort distance learning from home) September 23 All BHS students in distance learning from home (except seniors who will have the option to take the SAT exam in school). September 24 BHS first day of in-person school for Orange Cohort (Blue Cohort distance learning from home) September 25 BHS Orange Cohort in school (Blue Cohort distance learning from home)

#### Communication

• Infinite Campus: to update contact information please email jstrassburg@branfordschools.org

• Traditional communication from BHS administrators

## **Parent Meetings**

• Conferences, "coffees" and town hall style forums will be scheduled virtually during the first several weeks of school

# **6** STUDENT SERVICES AND RESOURCES

## **School Counseling Department**

Marian Montano, Department Leader mmontano@branfordschools.org
Aimee Harkins aharkins@branfordschools.org
Amy Olszewski aolszewski@branfordschools.org
Michael Callan mcallan@branfordschools.org

Counselors are assigned to students according to the first initial of the student's last name:

Class of 2021 (Ser	Class of 2022 (Juniors)		
Acevedo-Ali + I-MO	Olszewski	A-F	Harkins
Allen-Byers + SM-Z	Callan	G-L	Olszewski
Cacace-Carvin + MP-SL	Montano	M-P	Montano
Casas-Czekaj + D-H	Harkins	Q-Z	Callan

Class of 2023 (Sophomores)		Class of 2024 (Freshmen)	
A-D	Harkins	A-C	Harkins
E-L	Olszewski	D-K	Olszewski
M-P	Montano	L-O	Montano + Piscitelli, Robinson, Sachs
Q-Z	Callan	P-Z	Callan + Kearney

Contact the School Counseling at 203-315-7837 or 203-315-7836

Visit our website at BHS School Counseling Website

## **Student Support Services**

Diane Queen, BHS Social Worker	203 315 7827	dqueen@branafordschools.org
Jennifer Miller, ATLAS Social Worker	203 315 7821	jmiller@branfordschools.org

Melissa Simone, Family and Student	203 315 5609	msimone@branfordschools.org
Support Counselor		
Sarah Bertolini, School Psychologist	203 315 7824	sbertolini@branfordschools.org
Jennifer Ryan, Speech and Language	203 315 6743	jryan@branfordschools.org
Kelly Thompson, Speech and Language	203 315 6729	kthompson@branfordschools.org
Sharon Porrello, BHS School Nurse	203 315 6733	sporrello@branfordschoos.org

## **SBHC**

School Based Health Care	203 315 7976	
Sue Sacchetti, SBHC Social Worker	203 315 7977	ssacchetti@branfordschools.org

**Branford High School Nurse's Office** 203 315 6733 sporrello@branfordschools.org

# **7** EMERGENCY PROCEDURES

**BHS Emergency Procedures** 

CSDE Addendum 8: Fire and School Safety During COVID 19

## 20-21 BHS First Semester Lunch Waves

<u>1st Lunch Wave</u> <u>2nd Lunch Wave</u> <u>3rd Lunch Wave</u>

<u>Lunch</u>: 11:05 - 11:35 <u>Class</u>: 11:05 - 11:40 <u>Class</u>: 11:05 -

12:20

<u>Class</u>: 11:40 - 12:55 <u>Lunch</u>: 11:45 - 12:15 <u>Lunch</u>: 12:25 - 12:55

<u>Class</u>: 12:20 - 12:55

**First Lunch Wave** 

Art, Science, Family and Consumer Science, Social Studies

Student Center A Student Center B Small Gym

All Other Science Social Studies Science: Climie/Duffner/Park

Art and FCS

**Second Lunch Wave** 

ATLAS, Freshman Seminar, English, 9th and 10th Grade Study Halls

Student Center A Student Center B Small Gym

English - Nylen/Miller ATLAS

Freshman Seminar

Student Center B Small Gym

All Other English 9th and 10th Grade Study Halls

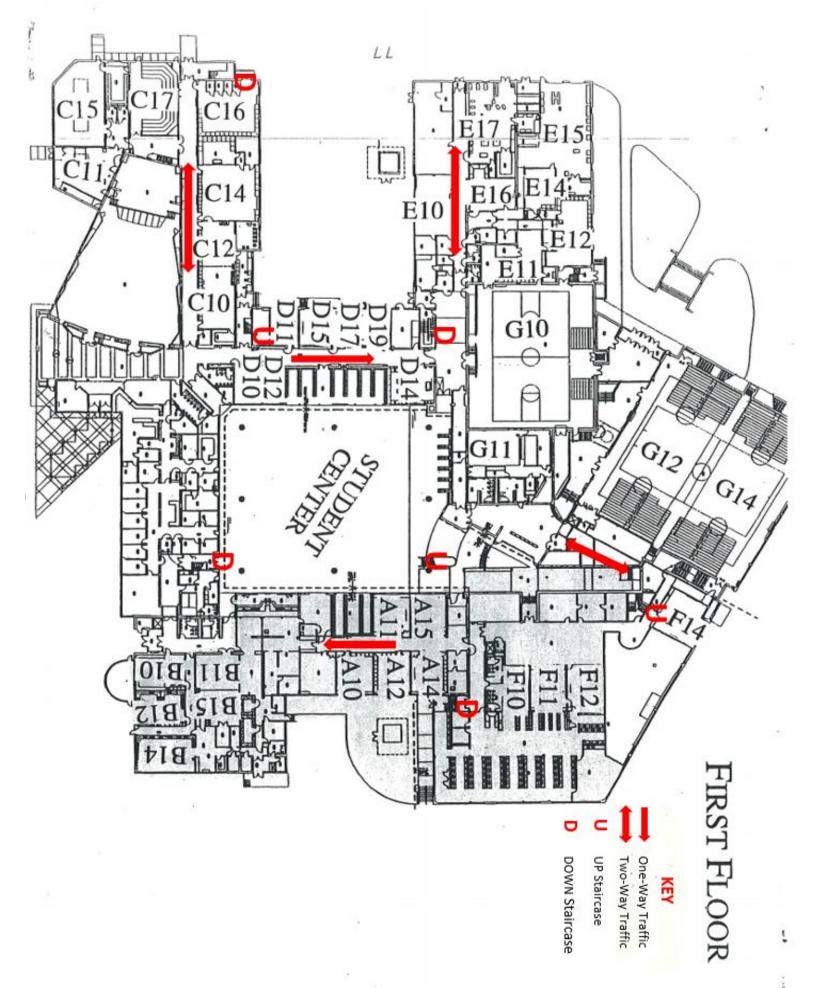
Third Lunch Wave

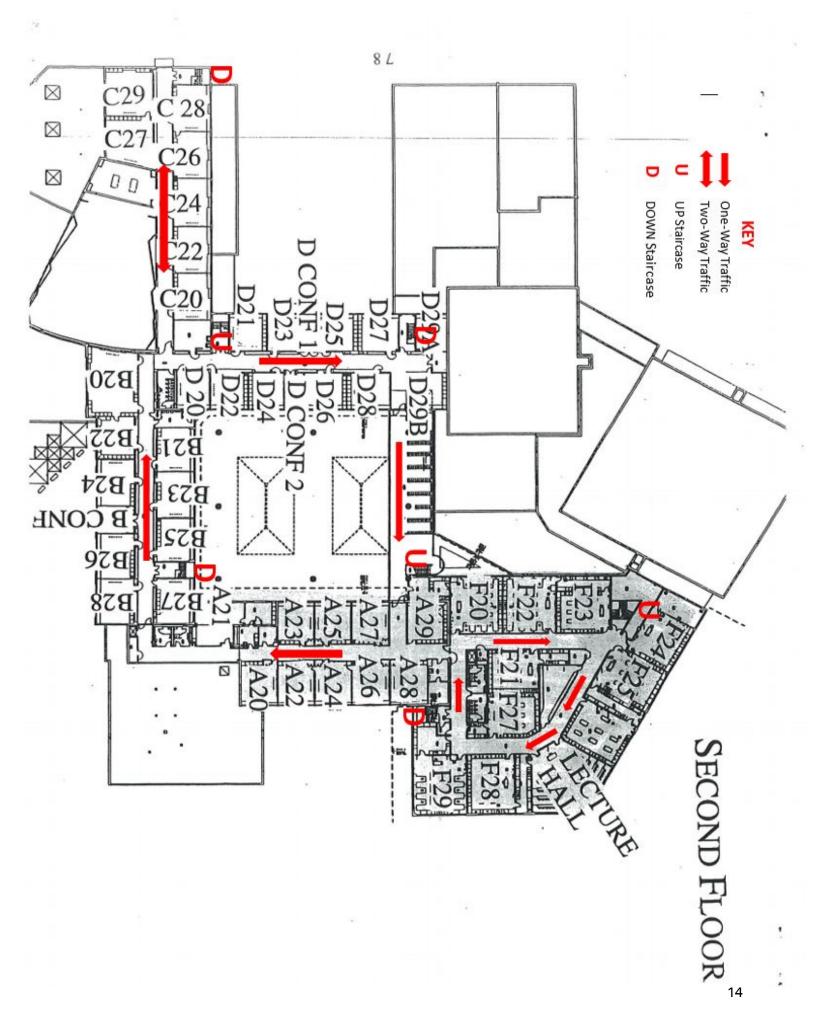
Health, PE, Math, World Language, Music, 11th and 12th Grade Study

Ticaliti, i E, Matri, World Edriguage, Masie, Triti and 12th Clade Clady

Student Center AStudent Center BSmall GymHealth/PE: StackpoleWorld LanguageAll Other Health/PE

Math Music
11th and 12th Grade Study Halls





#### BRANFORD PUBLIC SCHOOLS

No School for Students

Early Release Day

KEY

2020-2021 School Year Calendar

\* Elementary Schools Early Release Day

\*\* WIS Early Release Day

Number of Student Days 177/177++ Number of Certified Staff Days 185/185

JULY 20 AUGUST '20 M W Ih F 8 SM T W Th F Independence Day Observance - District Closed 27 28 Staff First Day SEPTEMBER '20 OCTOBER '20 Columbus Day - No School Labor Day - District Closed W Th F S M I W Th M T \$ F PD - Early Release Day Students First Day **BHS Evening Parent Conferences** PD- Early Release Day TBD Elementary Day & Evening Parent TBD Elementary Schools Open House Conferences - Early Release Day **WIS Open House** 17 18 19 × TBD BHS Open House Number of Student Days 15/177++ Number of Student Days 36/177++ Number of Certified Staff Days 21/185 Number of Certified Staff Days 42/185 Teacher PD - No Students NOVEMBER '20 DECEMBER '20 Election Day Teacher P.D. PD - Early Release Day M T W Th F T w Th F No Students Early Release Day Early Release Day 24-31 Winter Recess 26-27 Thanksgiving Recess 20 21 TBD WIS-Day & Evening Number of Student Days 70/177++ Conferences - Early Release Day 28 28 Number of Certified Staff Days 78/185 Number of Student Days 53/177++ Number of Certified Staff Days 61/185 JANUARY 21 Presidents' Day - No School New Years Day - No School S M T W Th FS SM T W Th FS February Recess PD - Early Release Day PD - Early Release Day Martin Luther King, Jr. Day Elementary Day & Evening Parent - No School Conferences - Early Release Day WIS Evening Parent Conferences Number of Student Days 89/177++ Number of Certified Staff Days 97/185 Number of Student Days 107/177++ Number of Certified Staff Days 115/185 17 PD - Early Release Day TBD WIS Day & Evening Parent Good Friday - No School S M T w Th F M т w Th F Conferences - Early Release Day 12-16 **Spring Recess TBD** BHS Evening Parent Conferences PD - Early Release Day 12 13 19 20 Number of Student Days 146/177++ Number of Certified Staff Days 154/185 Number of Student Days 130/177++ Number of Certified Staff Days 138/185 Potential Last Day for Students PD - Early Release Day & Certified Staff M T W Th Memorial Day - No School F | 5 M T w Th F S Up to eight (8) weather or emergency days requiring the closing of schools will be added to June. Additional days will be taken from spring recess beginning April 12th. Number of Student Days 166/177++ Number of Certified Staff Days 174/185