



Bristol Preparatory Academy

Be Positive
Be Prepared
Be Present: Always*

*Unless you're not feeling well

Bristol Public Schools Reopening Plan

Reopening Goal

Above all else, upon reopening of schools, our students and staff will be assured to learn and thrive in a **safe and emotionally and intellectually supportive school and classroom environment**. Our students will learn through **high-quality, equity-centric instruction** delivered by skilled educators who **hold high expectations** for their learning, following our Vision of the Graduate and BPS curricula.

BPS' Commitment

Bristol Public Schools and the Bristol BOE will base all decisions related to school level and district level reopening, school closures, health and safety measures, school programming and transportation needs on research and in concert with the recommendations of the BBHD. The health and safety of our students and staff are paramount. Any potential school closing (and reopening) due to illness will be guided by public health officials. While education is important, **the health and wellbeing of our students and staff are far more significant**.

For the Full BPS Reopening Plan click [here](#)

Communications Plan

School Liaisons:

BPA Director: Lawrence Covino

lawrencecovino@bristol12.org, 860-385-3428

BPA Nurse Elizabeth McGuire & Tina Murphy tinamurphy@bristol12.org

elizabethmcguire@bristol12.org 860-584-7865 ext710120

The BPS Communications Plan is designed to provide accurate, timely and valuable information. To that end, parents and staff should expect to receive a weekly message for as long as there is concern about COVID-19. In the case of emergency, a daily message will be sent to all stakeholders as soon as information is available and accurate. All BPS district letters and communications can also be found on the district website, the BPS website is updated as necessary. Communications will be sent in English and Spanish via email, Powerschool messenger and SMS texting. As a secondary means of communication, school and district websites and Twitter will be used. Webinars will be used throughout any onsite shutdowns to ensure information is provided timely and thoroughly.

Communication related to BPS cleaning and sanitization practices are outlined throughout the reopening plan and will be shared on the BPS district website.

Cooperative Virtual Learning

Students

BPS will offer a Cooperative Virtual Learning(CVL) option for parents and students who may temporarily choose not to participate in the return to school. There are defined requirements when participation of a student in school is limited due to a verified medical reason. However, parents and guardians may also voluntarily choose for students to engage in learning from home for a variety of other reasons. This is pursuant to the CSDE and is an all in or all out program and students can not pick and choose when to attend in person and online

Students opting to enroll in CVL can expect to receive two asynchronous lessons per class a week as well as all of the Google Classroom assignments in person students will be completing.

Prevention Strategies

Classroom and Program Spaces

The linked document explains Classroom Layout Requirements - link to classroom layout.

Material Sharing

- BPS staff will minimize the need to have multiple students sharing high touch materials. Staff will plan in advance to determine if additional materials or supplies are necessary to support instruction. Materials include, but are not limited to books, computers, calculators, writing utensils, computer keyboards/headphones, and art supplies.
- BPS employees will clean, disinfect, or sanitize materials at the end of each school day, consistent with [CDC guidelines](#) and procedures outlined further in this reopening plan.

Prevention Strategies *(continued)*

Use of Face Coverings, Masks, and Face Shields

- All staff, students, and visitors are required to wear a [cloth face cover](#) when attending a BPS program, school, or activity.
- No person will be granted access to student transportation or BOE buildings without a mask or face coverings with certain exceptions listed below.
 - Anyone who has trouble breathing, or anyone who is unconscious, incapacitated or otherwise unable to remove the mask without assistance, face coverings and masks will not be required, per [CDC guidance](#).
 - Anyone who has a medical reason making it unsafe to wear a face covering, masks will not be required.
- BPS will provide a mask to any student or staff member who does not have one.
- Face coverings should be clean, secured via a loop or elastic, and provide coverage of the mouth and nose. Face coverings should comply with existing BOE dress guidelines (references to alcohol or tobacco products, offensive messages or images that may be disruptive to the educational process are prohibited). In the event a face covering is determined to be disruptive to the educational process, the student will be provided with a disposable mask and the parent/guardian will be notified of the concern.

Prevention Strategies *(continued)*

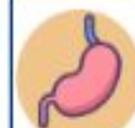
BPS staff will:

- Teach and reinforce use of cloth [face coverings](#).
- Remind students and others not to touch their face covering and to wash their hands frequently.
- Provide staff, students, and students' families information on proper use, removal, and washing of cloth face coverings.
- Provide guidelines regarding limited exceptions for the use of face coverings when other mitigating practices are in place, such as:
 - While eating, drinking, or when students are outside, and effectively practicing social distancing and any other possible mitigants. Exceptions may also be necessary for certain special education students or other special populations.
 - When engaging in high intensity aerobic or anaerobic workouts, when distance running or swimming or when advised by a consulting physician or healthcare provider due to an existing medical condition.
 - Teachers and staff who provide related services or work with special populations, such as students with hearing impairments, as long as they are properly socially distancing or behind a physical barrier.

Screening Student

Daily Screenings

Parents and guardians are strongly encouraged to screen their children on a daily basis for the following COVID-19 symptoms:

 Fever above 100.4 or chills	 Cough	 Shortness of Breath or Difficulty Breathing	 Fatigue
 Muscle or Body Aches	 Headache	 New Loss of Taste or Smell	 Sore Throat
 Congestion or Runny Nose	 Nausea or Vomiting	 Diarrhea	

Parents and guardians should immediately notify the school nurse and their health care provider if they or their child display any of the above symptoms, become sick with COVID-19, test positive for COVID-19, or have been exposed to someone with COVID-19. Students who feel sick, have recently traveled to or from a CDC hotspot, or who have been exposed to a positive COVID-19 case, should stay at home and contact their health care provider and building administrator.

Important Note: Temperature screening for all is not recommended as it can be unreliable, inefficient, and does not address asymptomatic individuals.



Students choose an option

Student Screening

Immunizations and Health Assessments

All families registering their child in the BPS must be up to date on required immunizations and health assessments. In the event your child's immunizations or health assessments have lapsed, please contact your healthcare provider or the BBHD at 860.584.3000.

Immunizations: [Guidance from the Department of Public Health](#) was issued on June 17, 2020 and emphasized the importance of protecting students by staying up to date on immunizations.

Health Assessments: [Guidance from the CSDE](#) was issued on June 26, 2020 and outlined the requirements for Health Assessments prior to students enrolling in school.

Isolation Room

- Identification of an “isolation room” (besides the health office) to accommodate students who exhibit symptoms consistent with COVID-19 until a parent or guardian arrives. Students will remain supervised in the isolation room. For the purposes of contact tracing, a log of all persons who entered the room will be maintained. Individuals supervising the room will be equipped with proper PPE.
- BPA has designated an Isolation Room (Formally our BPA storage Room)
- [Quarantine If You Might Be Sick](#)

Below identify three prevention strategies that you can do to keep you healthy.



Students, write your response!

Containment Plan

The purpose of containment plans are to decrease the risks of spreading COVID-19. Components to the BPS containment plan include:

- Immediate coordination with the BBHD, including being ready to comply with requests for information from the local health department to assist with contact tracing.
- Activation of the school-based response team (a school-based team may consist of crisis team members) and the District Crisis and Emergency Preparedness Team. The District Response Team's specific responsibilities are outlined in the Emergency Operations Manual.
- Use of the BPS [Symptomatic Response Plan](#) which includes the signs and symptoms exhibited by students or staff that would require their immediate dismissal from school; determine the period of time for absence; and conditions for their re-admittance to school.
- Notification to the BBHD if any person who has been present in school has a confirmed diagnosis of COVID-19.
- Upon conferring with BBHD, BPS will determine appropriate response along a continuum which may include:
 - Notification and alert via contact tracing
 - Selective temporary closure with deep cleaning protocol
 - Expanded closure with deep cleaning protocol

Visitors

Visitors are expected to:

- Use the designated entrance for **visitors** (appointments, maintenance, vendors, mentors*);
- State their name and purpose for the visit;
- Wear a face covering;
- The BPS standard visitor protocol will remain in use, all visitors will be vetted through the Raptor system and issued a badge; We will use the printed badge from Raptor and visitors will be asked to dispose of their own badge upon exiting the building. No lanyard badges will be used.
- Health screenings at the entrance may be utilized and include the following:
 - Temperature (BBHD nurse or health aide)
 - Symptoms
 - Contact history

Visitors (continued)

Visitors are expected to...

All BPS buildings and programs will establish a designated **pick-up and drop-off** location during school hours. Parents and Guardians are asked to:

- Call the main office of the school if picking a child up early from school;
- Remain in the car upon arrival;
- Roll down the vehicle's window when approached by a BPS employee and indicate the child they are picking up, and show an I.D.; and
- BPS office or nursing staff will check the parent/guardian list and school personnel will bring the child to the parent/guardian for dismissal.

Reporting Illness/Addressing Vulnerable Populations

Returning to School

BPS in collaboration with BBHD will follow the relevant public health guidelines in place at that time and communicate with the local public health official related to the return of a student or staff member. At present, CDC's criteria to help inform when employees should return to work includes:

- If they have been sick with COVID-19
- If they have recently had close contact with a person with COVID-19
- [CDC isolation and quarantine guidelines](#)

If you're not feeling well, what should you do?



Students, write your response!

Signs and Messaging Requirements

BPS will ensure all [signs and messages](#) are accessible for students with disabilities and in languages appropriate for the school population.

BPS staff will:

- Focus on distribution of information and regular communication about the actions school communities can take to [stop the spread](#). This includes posting [signs](#) in highly visible locations (e.g., school entrances, staff areas, and restrooms) that [promote everyday protective measures](#), and providing instruction related to [properly washing hands](#) and [properly wearing a cloth face coverings](#).
- Educate students about how coronavirus is spread, and how preventative actions help avoid the spread.
- Broadcast regular [announcements](#) on school intercoms, and ensure related resources (e.g., messages and [videos](#)) are distributed when communicating with staff, students, and families on school websites, in emails, and social media accounts.
- Place signs near sinks reminding students and staff to wash hands before and after using the restroom.
- Free CDC print and digital resources in several languages are available on the CDC's [communications resources](#) main page.

Responsibilities for Maintenance and Facilities

Reopening of Facilities Before First Day of Classes

In preparation of the reopening of schools, BPS has reviewed the DPH Guidance for Cleaning and Disinfecting of Schools during COVID-19 and is compliant with all guidance measures. [Link to cleaning protocols/products used in schools.](#)

- BPS will be compliant with DPH Return to Service Guidance for Building Water Systems by August 2020.
- School floor plans were reviewed to consider the spacing and size of student cohorts.
- All water and ventilation system inspections will be completed during the month of August 2020 prior to reopening schools.
- All schools will be thoroughly cleaned and disinfected prior to the reopening of school.

Responsibilities for Maintenance and Facilities

Bathroom Protocols Requirements

- BPS will maximize the use of disposable towels in place of hand dryers, due to ventilation considerations.
- BPS has reviewed school floor plans and considered ahead of time the best way to use, assign, and access bathrooms.
- BPS has identified one separate bathroom near the isolation room that would be used in conjunction with any individual who began experiencing symptoms while at school.
- BPS will plan and communicate ways to maximize social distancing in multi-stall shared bathrooms, bathrooms will be assigned to student cohorts, if possible.
- Increased cleaning and disinfection of bathrooms will be consistent with CDC disinfecting and cleaning guidelines.
- A trash can and paper towel roll will be placed by the bathroom door to prevent students and staff from touching the handle with their hands.
- Touch-free single-use paper towel dispensers, garbage bins, faucets, urinals, and toilets have been installed where possible.
- Storage of personal items within the bathrooms is prohibited.

What We Need to Teach Our Students

Strategies to Reduce the Spread of Infection

The following practices will be taught and reinforced in all schools and classrooms in BPS.

Hand Washing



Students and staff will be expected to [wash hands](#) often with soap and water for at least 20 seconds especially after being in a shared place, after blowing your nose, coughing, or sneezing.



If soap and water are not available, hand sanitizer that contains at least 60% alcohol will be provided. When using hand sanitizer, be sure to cover all surfaces of your hands (front and back) and rub them together until they feel dry.



Avoid touching your eyes, nose, mouth and face with unwashed hands.



Wash/sanitize your hands upon arrival to school, when leaving/transitioning from a classroom for any reason, and when prompted to do so by an adult.

Classroom cohorts, where applicable, will be assigned specific washing stations, and/or hand sanitizer dispensers.

What We Need to Teach Our Students

Coughing and Sneezing



Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.



Throw used tissues in the trash and immediately wash hands with soap and water for at least 20 seconds.



If soap and water are not available, use hand sanitizer containing at least 60% alcohol.

Disinfection Efforts

BPS will ensure surfaces that are frequently touched will be cleaned and disinfected routinely and frequently throughout the day. This will include cleaning objects/surfaces not ordinarily cleaned daily such as doorknobs, light switches, classroom sink handles, countertops, toys, and equipment, or any items/surfaces expressly identified as in need of cleaning. All cleaning products are approved for use in schools.

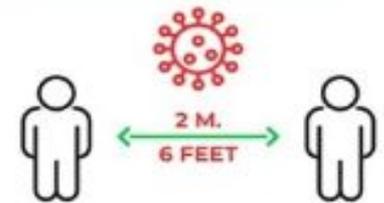
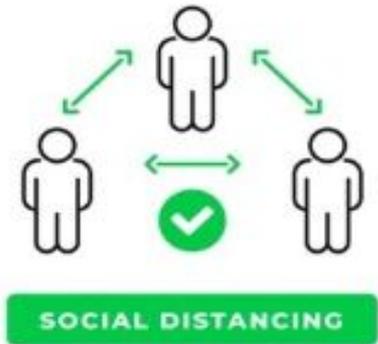


What We Need to Teach Our Students

Social Distancing

Social distancing refers to the practice of keeping space between yourself and others to reduce the chance of contact with those who knowingly or unknowingly carry an illness. All persons, staff, and students will ensure, to the greatest extent possible, they remain 6ft apart from another person.

- Social distancing will be adhered to in hallways, travel into schools, and within classroom spaces.
- BPS will adjust the approach to social distancing if guidance from the CDC or DPH changes due to changing public health data or increased understanding of COVID-19 disease.
- Students with special health care needs or disabilities whose learning (e.g., direct instruction) or other needs (e.g., assisting with toileting or ambulation) may require closer proximity and/or direct contact will be screened daily by a BPS employee. This screening will rely, in part, on the employees' experience and knowledge of the student and their unique/personal affect. If for any reason our employee raises a concern, the BBHD nurse will be notified and an advanced screening will occur.
- During the course of the school day, a BBHD nurse or health aide will visit all district-wide special program spaces for the purpose of conducting a visual screening.
- To ensure social distancing is followed in district and school spaces, signs and floor markings will be installed to illustrate social/physical distancing.
- Outdoor instruction will be considered, when possible. School nurses will communicate allergies and/or asthmatic concerns to every classroom teacher before outdoor instruction is executed.



What We Need to Teach Our Students

Daily Screening:

Parents and guardians are strongly encouraged to screen their children on a daily basis for the following COVID-19 symptoms:

 Fever above 100.4 or chills	 Cough	 Shortness of Breath or Difficulty Breathing	 Fatigue
 Muscle or Body Aches	 Headache	 New Loss of Taste or Smell	 Sore Throat
 Congestion or Runny Nose	 Nausea or Vomiting	 Diarrhea	

Mask Breaks & Outdoor Learning For Bristol Preparatory Academy

A mask break will be provided to all students. The timing of this break is at the discretion of the teacher, in conjunction with student input. It is imperative that all students and staff maintain at least 6 feet of social distance when taking a mask break. Mask breaks may happen in the classroom, hallway, or outside the school. While outside, students will be permitted to remove their masks provided they maintain at least 6 feet of social distance or during approved physical fitness sessions.

A schedule has been developed that will allow each cohort to be outside at least twice a day, weather permitting, in order to allow students to remove their mask provided they maintain at least 12 feet of social distance.

Students will not be required to wear their mask while eating. Students will have the opportunity to eat outside, weather permitting at least twice a week.

What are your feelings regarding mask breaks? How often do you feel you might need a break and what can we do to support this?



Students, write your response!

Bell Schedule

Hex 1 A-Day

Teacher	Period 1 Homeroom 7:35-7:45 HR 7:45-8:30	Period 2 8:30 - 9:15	Advisory 9:20 - 9:50	Period 3 9:55 - 10:45	Period 4 10:45 - 11:30	Lunch 11:30- 11:55	Period 5 11:55 - 12:40	Independent Learning 12:40 - 1:20
Sheedy	ELA	ELA	Advisory	Prep Naviance	ELA	Lunch Duty	ELA	Study Skills
Mongeon	Science	Science	Advisory	Science	Elective		Science	Study Skills
Kleidman	SS	Google	Advisory	SS	SS	Outside lunch	SS	Study Skills
Cabral	Math	Prep SEL	Advisory	Math	Math	Lunch Duty	Math	Study Skills
Therriault	G	SEL	Advisory	Naviance			G	G

Bell Schedule

Hex 1 B-Day Schedule

Teacher	Period 1 Homeroom 7:35-7:45 HR 7:45-8:30	Period 2 8:30 - 9:15	Advisory 9:20 - 9:50	Period 3 9:55 - 10:40	Period 4 10:45 - 11:30	Lunch 11:30- 11:55	Period 5 11:55- 12:40	Independent Learning 12:40 - 1:20
Sheedy	ELA	ELA	Advisory	Northstar	ELA		ELA	Study Skills
Mongeon	Science	Science	Advisory	Science	Prep Naviance	Lunch Duty	Science	Study Skills
Kleidman	SS	Prep SEL	Advisory	SS	SS	Lunch Duty	SS	Study Skills
Cabral	Math	Elective	Advisory	Math	Math		Math	Study Skills
Therriault	G	SEL	Advisory	G	Naviance		G	G

50% In-Person Schedule

	Monday	Tuesday	Wednesday	Thursday	Friday
Group A - K	In School A-day	Asynchronous Learning at Home	Teachers plan and respond to Asynchronous Learning	In School B-day	Asynchronous Learning at Home
Group L - Z	Asynchronous Learning at Home	In School A-day	Teachers plan and respond to Asynchronous Learning	Asynchronous Learning at Home	In School B-day

Identify which cohort group you are in. Find two other students that are in your cohort, which days are you learning from home?



Students, write your response!

100% Virtual Teaching

	Monday A-day	Tuesday B-day	Wednesday A-day	Thursday B-day	Friday
Advisory Check In 8:45 - 9:00	All	All	All	All	All
1st Session 9:00 - 9:45	ELA	Social Studies	ELA	Social Studies	Planning day for small group responsive instruction
2nd Session 10:00 - 10:45	Math	Science	Math	Science	
11:00 - 11:45	All	All	All	All	Small group instruction/Ch eck ins

In your own words, what is required of you should we move to 100% virtual teaching?



Students, write your response!

BPA Breakfast & Lunch

All BPA students are eligible for a free breakfast and lunch. Breakfast will be available from 7:25-7:45 in student's Homeroom/First Period Classroom
Lunch orders will be taken during homeroom and delivered to the students room.
At least two classes will be able to eat lunch outside daily, weather permitting, and this program will rotate daily, guaranteeing students the ability to eat outside at least twice a week.

Latest you can order lunch is 8:00 am!

Unfortunately we will not be able to continue providing a hot lunch. What would be your top three choices for a cold lunch?
What are your top choices for breakfast, from the traditional choices,(muffins, bagel, cereal-fruit and juice)?



Students, write your response!

Parent Sign-Out/Touchless

Parents wishing to dismiss their child must call the office to notify the Director, or his designee prior to their arrival

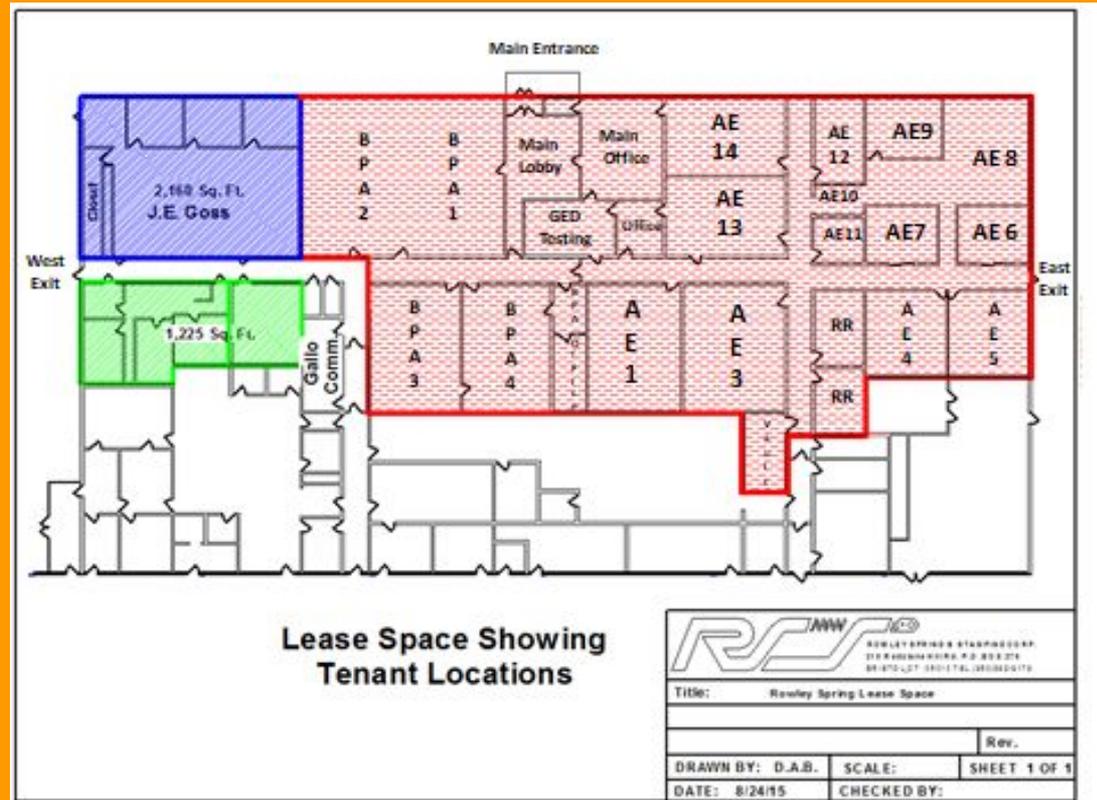
Upon arrival to the school parents will:

- Park in the designated Drop-Off, Pick-Up area
- Remain in your car
- Call the office and let us know your here: 860-584-7865 ext 710100
- As a staff member approaches roll down the vehicle's window and indicate the student you are picking up and show an I.D.
- BPA office or nursing staff will check the parent/guardian list and school personnel will bring the student to the parent/guardian for dismissal
- There will be no paperwork to sign, however only those individuals listed on the student's Emergency Contact Card will be able to pick up the student.

BPA Proposed Traffic Flow

- Front office hallway will be entry into the building until 7:35 when it will become two way traffic
- Staggered entry/exit times will be established between BPA and AE.
- Sanitizing will take place between each program arrival and departure. Approximately four times a day

⇒ Develop Emergency Exit Plan to reduce traffic



BAEC/BPA Entrance and Exit Procedures

MAIN ENTRANCE:

Weather permitting our doors will be propped open in order to eliminate touchpoints

BPA students arrive from 7:25-7:35

Touch Points Cleaned

BAEC Students arrive between 8:45 and 10 for morning classes

Touch Points Cleaned

BPA Students depart 1:20 - Students will be dismissed individually following a prearranged daily schedule.

Touch Points Cleaned

The areas listed below will be locked for the duration of the school day. The only available entry point during the day is the main entrance.

Because we only have one entrance and one exit, all traffic will need to be given staggered times.

Laptop Distribution

Every BPA student will receive a Dell Laptop for school work only

Laptops will be distributed on:

Thursday August 13 from 12 to 2 at Bristol Central

A parent or guardian must be at the pick up in order to sign for the laptop

Please see the letter regarding distribution [here](#)

Questions & Contact Information

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Don't forget to respond to the Superintendent's email regarding bus transportation and return to in-person school.

This presentation will be posted on our website and any questions will be answered in a live document for all to see.