

Joel School

“Honoring Tradition...Embracing the Future”



2021-2022

**COVID Handbook for
Students & Parents**

IMPORTANT TELEPHONE NUMBERS

Joel Elementary School: **860-664-6501**

Joel Health Office **860-664-6511**

Superintendent's Office: 860-664-6500

DISTRICT OFFICES

Maryann O'Donnell	Superintendent of Schools
Marco Famiglietti	Assistant Superintendent
Carolyn Dickey	Business Administrator
Kimberly Pearce	Director of Special Services
Frank Rossi	Director of Information Technology
Jon Siciliano	Food Services Director
Gonzalo Carrion	Director of Buildings & Grounds

BOARD OF EDUCATION

Erica Gelven, Chair
Jason Adler
Omar Francis
Mike Hornyak
Chris Passante
Kimberly Russo
Catherine Staunton

GUIDING PRINCIPLES

Our first and most important principle during these uncertain times is to maintain the health and safety of our students and staff. To accomplish this we have developed protocols and procedures that will limit exposure to the virus to the best of our ability. We will communicate, regularly, with students, families, and staff regarding any changes in our school in response to guidance from the State. Joel School is committed to the academic and social-emotional well being of students and staff during these unprecedented times. For more information regarding fostering child and adolescent health please visit this [link to the CDC](#).

KEY STAFF DURING COVID

HEALTH AND SAFETY COMPLIANCE LIAISON Donna Frechette - School Nurse Supervisor dfrechette@clintonpublic.net	SCHOOL NURSE Clara Parker, RN
ADMINISTRATION Angela Guarascio, Principal Abby Rice, Assistant Principal	CLERICAL Wendy Irmsher, Main Office Dane St. John,, Main Office Shirley Lang-Cissell, Main Office
TECHNOLOGY SUPPORT Frank Rossi, Director Aaron _____	

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OUR PARTNERSHIP IN LEARNING

ROLE OF THE PARENTS

- Collaborate with teachers and administrators in all possible scenarios of teaching and learning.
- Give feedback to teachers and administrators regarding the successes and challenges of the current phase of learning.
- Encourage routines and provide a quiet workspace that would allow the student to engage in remote learning.
- Engage students in self-reflection of their learning.
- Allow students to take ownership of their learning and determine how to best demonstrate growth while working at home.

ROLE OF THE STUDENT

- Collaborate with teachers and peers in all learning spaces (physical and virtual).
- Engage in a determined virtual learning session for identified core content that aligns with independent assignments that are completed on their own time. Students are expected to attend, or view.
- To be an active participant in the teaching and learning process.
- Create a schedule that maximizes their learning potential and reflect on their learning, adjusting as necessary.
- Reach out to teachers, support staff, or administration when they need help.
- Complete their work independently and reflect on the feedback provided by teachers.

ROLE OF THE ADMINISTRATION

- Observe the teaching and learning process by attending classes, Google Meets and visiting Google Classrooms.
- Meet with teachers and students to ensure a clear understanding of the learning process.
- To inform families of any updated information regarding the reopening of school and provide ongoing updates.
- Empower learners to be active participants in the learning process.

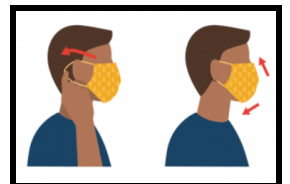
ROLE OF THE TEACHER

- To structure classroom learning experiences that engage and challenge students in all learning scenarios.
- Guide students in the use of digital tools that support learning.
- Deliver direct and differentiated instruction that will foster the content and skills outlined in the curricula.
- Recognize that students face challenges during COVID and use this knowledge to remove any obstacles that might impede learning.
- Make themselves available to offer support as the need arises.
- Special services staff will meet with struggling students frequently to help engage them in the curricula regardless of the format.

*adapted from "Plan for Reimagining CT Classrooms for Continuous Learning" - June 25th, 2020 - CSDE

COHORTS

The State recommends that schools maintain cohorts of students to help mitigate the transmission of the virus during the school day. At Joel, grade levels and homerooms are cohorted. Students will eat in the cafeteria with their homerooms and play outside with their classroom cohort.



MASKS

PreK-4 students must wear masks at all times while inside the building. This means that their **nose and mouth** will be covered by a mask of an appropriate size and design to limit the transmission of aerosols that could contain the Coronavirus. We ask that it is two layers thick and **does not have vents** that allow expelled air to exit the mask. The design and messaging of the student's mask must be appropriate for the school setting. Masks will be made available to

students that do not have an appropriate face covering. Teachers are able to take “mask breaks” **outside** with their students while maintaining a distance of 3 feet.

ROOM SET-UP



Desks will be organized in rows with 3 feet between each row and all students will face the front of the classroom.

VISITORS

Visitors will **not be allowed** to enter the building **without permission** from the administration to help ensure the health and safety of all students and staff. Families will be able to meet with school psychologists, support staff, and administration through video conferencing such as Google Meet.

ENTERING THE BUILDING

Visitors that are granted permission to enter Joel will have to use the intercom (on the right hand side of the main entrance) to gain access to the school. A member of the office staff will ask you the reason for your visit before unlocking the door. From here you will be allowed to enter the space between the main office and outside. We have a table set up for any forgotten materials and or papers that need to be turned in.

ABSENCE FROM SCHOOL

A parent or guardian should call the school's main office (860-664-6501) that morning to report the absence.

HEALTH & HEALTH SERVICES

SYMPTOMS OF COVID Please use the below COVID-19 Self-Checklist each morning with your child(ren)

Parents/Guardians should do daily self-monitoring of their child/children by answering the following questions. Positive responses to any question would require your child/children to remain home.

1. Does the student have a fever today of 100.4F or greater? YES _____ NO _____
2. Does the student have symptoms of shortness of breath? Or other difficulties breathing? YES _____ NO _____
3. Does the student have a persistent cough that is new? YES _____ NO _____
4. Does the student have a loss of taste/smell? YES _____ NO _____
5. Does the student have flu-like symptoms such as gastro-Intestinal upset, nausea, vomiting, headache? YES _____ NO _____
6. Has the student been in contact or close contact With someone diagnosed with COVID 19? YES _____ NO _____
7. Has the student traveled in the past 14 days to any Regions listed on the DPH travel advisory list? YES _____ NO _____

If yes to any of the questions listed above, the student must stay home and call their medical provider for further guidance.

Health Office Phone Lines: please give your child's name and reason for absence. Leave a good number to call

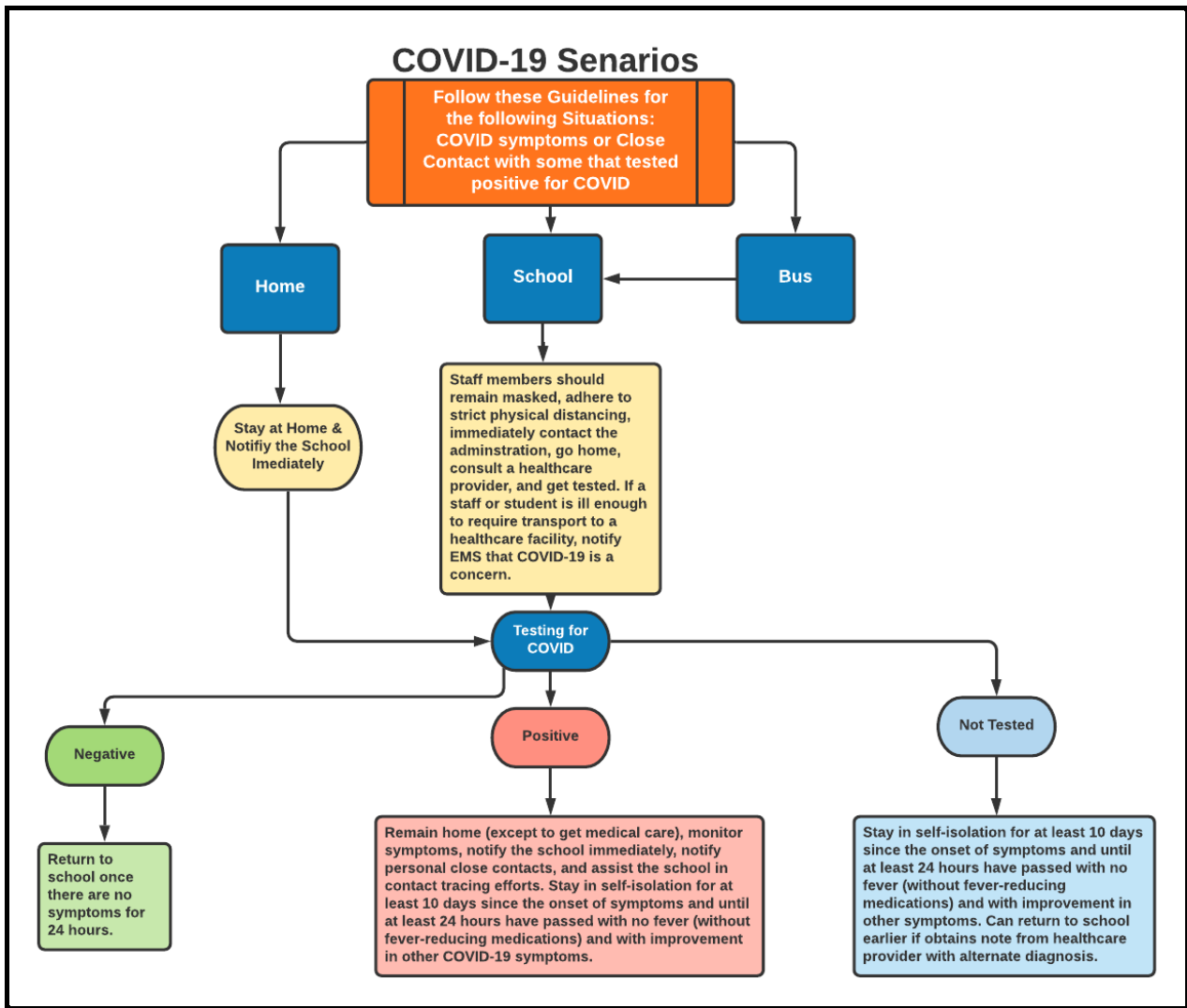
Joel Health Office: (860) 664-6571

ILLNESS AT SCHOOL

Should a student become ill during class, they should notify their teacher. The teacher will contact the nursing staff so a health professional can escort the student to the proper health office. Should they present with symptoms of COVID the nursing staff will escort that student to the alternative health office space. Here the student will be assessed and next steps will be determined.

COVID RELATED SCENARIOS

Refer to the following flowchart for guidance regarding suspected cases of COVID or contact with someone that tested positive for COVID.



LUNCH

Students will eat lunch in the cafeteria at assigned tables and spots. Tables will be cleaned in between each lunch wave.

SIGNAGE

Outside of the building, we will use signs to alert families, students, and staff to the designated drop off and pick up locations. We will also post reminders outside of the building about social distancing as well as the mandated use of masks at all times inside the building.

SCHOOL SUPPLIES: Please refer to the email grade levels sent through school messenger.

BUSES

M & J Bus Company, contracted by the Clinton Public Schools, has developed cleaning protocols For their buses that include disinfecting seats and high-touch surfaces between each run, and increasing ventilation by opening windows and safety doors between runs. Drivers will ensure that all passengers who enter the bus are properly masked and not exhibiting any observable signs or symptoms of COVID-19 illness. In the case of any uncertainty or issues related to students entering the bus, the driver will radio the bus supervisor for guidance.

When ridership numbers warrant, students will be spaced with empty seats in between to maximize social distancing. The front seats of the bus will remain empty to allow for 6 feet of distance between the driver and passengers. Each bus driver will establish seating for students that allows for the maximum distance between students except for those in the same household. Students will sit in assigned seats.

Parent/ Guardians are asked to wear a mask when speaking to bus drivers.

ANNOUNCEMENTS REGARDING ANY CHANGES DUE TO COVID

Please check your email for any important information regarding any updates to the schedule at Joel. We will provide you with the most current information as soon as possible.