

August 21, 2020

Dear WRVC Families,

We hope you and your family have had a beautiful summer. To help support any questions you may have in terms of your child's safety as well as what their schedule will look like, we ask you to review this document.

### **Safety Procedures**

To begin, your child will be placed into a specific cohort (A or B) by their sending high school. These cohorts will allow us to meet the CDC and State recommendations and reduce exposure seeing we will have half of our students on campus at any given time. Furthermore, please know that we take safety protocols and measures seriously for our students and staff and would like you to be aware of these precautions.

#### **❑ Symptom Screening Before Coming to School**

- ❑ Students (parents/caregivers) and staff members must conduct self-checks before coming to school/work each day. Instructions for conducting self-check will be provided. Anyone exhibiting symptoms must not come to school and contact their physician.

#### **❑ Physical Distancing and Facilities**

- ❑ Adults must maintain 6 feet of distance from others to the extent possible. Maintaining 3 feet of distance is acceptable between and among students when combined with the other measures outlined in this list of safety requirements except when eating or at a time when they are unable to wear a face covering.
- ❑ A "medical isolation room" must be designated for students/staff who exhibit symptoms.

#### **❑ COVID-19 symptoms during the school day**

- ❑ Schools will maintain adequate ventilation systems or outdoor air exchange.
- ❑ Groups in any one area, room, or classroom must not exceed the Governor's gathering size limits.

#### **❑ Masks/Face Coverings**

- ❑ Adults, including educators and staff, are required to wear a mask/face covering that covers their nose and mouth.
- ❑ Face shields may be an alternative for those staff or students with medical, behavioral, or other challenges who are unable to wear masks/face coverings.

#### **❑ Hand Hygiene**

- ❑ All students and staff must wash hands or use sanitizing gel upon entering the

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school, before and after eating, before and after donning or removing a face mask, after using the restroom, before and after use of playgrounds and shared equipment, and upon entering and exiting a school bus. Proper instructions will be given.

#### ❑ **Personal Protective Equipment**

- ❑ There will be additional safety precautions for school nurses and/or any staff supporting students in close proximity, when distance is not possible, or when students require physical assistance.
- ❑ Classrooms and/or areas that have been used by an individual diagnosed with COVID-19 must be closed off until thorough cleaning and sanitization takes place

Please read more about specific details our district is following in Dr. Lancia, Westbrook's Superintendent [Reopening of Schools Framework document](#).

### **Preschool Program Information**

The preschool staff, our Tech I & II students, as well as all preschoolers, are required to have their temperature taken and answer a brief screener prior to entering the classroom. In terms of more specifics for safety protocols and/or recommendations for our preschool program, we are waiting to receive this information from the State.

### **Schedule Logistics**

As we have five sending schools with different schedules, WRVC will accommodate sending schools' schedules to support our students. If you would like your student's cohort to be switched, you must do so through their sending school.

Friday is a flex day where both groups A and B will receive an online assignment. Attendance will be taken for all online classes and/or assignments.

### **Reopening WRVC Schedule**

*Monday through Thursday...*

- 7:40 - Doors Open, Tech I students report directly to class
- 8:00 to 10:10 - Tech I classes
- 10:45 - Doors open, Tech II students report directly to class
- 11:00 to 1:00 - Tech II
- 1:45 - 2:35 - Extra help for students by appointment only - no more than 4 students at a time.

Revised on 08/28/20

*Fridays...*

All WRVC staff will be remote as the Center will be in a deep cleaning. WRVC staff will be unable to meet with students in person on Fridays.

8:00 to 9:15 Tech I: online assignments, weekly review, and student check-ins

11:00 to 12:15 Tech II: online assignments, weekly review, and student check-ins

### **Parking/Driving to WRVC**

We recognize that it might be easier for our students to drive themselves to WRVC this school year; therefore, we will provide overflow parking spots perpendicular to the baseball field. Students who will be driving to WRVC must complete a [Student Parking Agreement](#).

We hope this helps answer any questions or wonders you may have. Should you need more information, please refer to the [Westbrook Reopening of Schools Framework](#), and on Monday, our [COVID Return to Learn](#) document will also be available on our District website. Our *Return to Learn* document will explain the staff, student, and parent expectations with hybrid learning. If you should need more assistance, please reach out to either Director Todd Fields [fieldst@westbrookschoos.org](mailto:fieldst@westbrookschoos.org) or Assistant Director Gloria Noyes [noyegs@westbrookschoos.org](mailto:noyegs@westbrookschoos.org). Our teaching staff will not be back on campus until the week of August 31st.

We look forward to our partnership with you as well as having your child with us at WRVC!

Warmly,  
The WRVC Administrative Team

