

A.I. Prince Technical High School

Fall 2020 Back-to-School Guide and Information



Dear Parents, Guardians, and Students,

The following information will serve as a guide as we prepare for our Fall 2020 reopening. This information is subject to change as a result of COVID-19 concerns and based on guidelines from the state and our school district.

Some key pieces of information:

- The first day of school is **September 2; all freshmen will be in school** for orientation as well as shop safety. All other students start on **September 3, grade 10** students will do virtual learning **and grade 11 group B** will come to school. **Grade 12** students will be involved in virtual learning. Work Based Learning opportunities will be explored for seniors during this cycle.
- **The school day** begins with homeroom at 7:33 and dismissal at 2:25.
- **The traffic Pattern** for dropping your student off is to come in the main entrance on Flatbush Avenue and students are to use the gym entrance. (Please see page 30)
 - Before 7:30, all underclassmen (grades 9 &10) are to report to the gym and upperclassmen use gym entrance and report to the cafeteria. Students taking the bus will enter school through the double door at the academic wing.
- **Breakfast** will be served from **7:00 – 7:30**, underclassmen in the gym and upperclassmen in the cafeteria.

Expectations for student safety


- 1) Be responsible for the health of you and others by following health guidelines
- 2) Wearing appropriate masks that covers nose and mouth.
- 3) Practicing social distance, cones will be placed in the middle of corridors, students are expected to walk close to lockers in single file during passing periods.
- 4) No gathering in large groups at the beginning of the day, during passing periods or the end of the day.
- 5) Students will carry belongings in backpacks as academic lockers will not be issued.

- **Hybrid Scheduling** has some students coming into the building, while others are at home doing distance learning at the same time. This is known as synchronous learning and students will follow their schedule and receive the same instruction at the same time, whether at school or home. **Attendance** (in person or online) will be taken for each class period and your student must log-in when at home.
- **In school instruction** for students will see class sizes of approximately **12** and under, with the exception of some classes such as freshmen exploratory that might have **15** in a group. Please realize appropriate social distancing will be observed in all classes. During your student's academic cycle only ½ of one class will be in the building together (approximately 90 students). During the trade cycle 2/3 of the students in the trade will be in shop at once. This is approximately 12 students per grade level. Our plan is designed to reduce the number of students in the building so safety protocols can be followed.
- **Athletics** is currently suspended pending decisions made by the health department, CIAC and the technical High School district. Contact the school athletic director, dennis.mercado@ct.gov for information. You can also visit the CIAC website: <https://ciacsports.com/site/>
- **Transportation** concerns need to be addressed with the sending district. It is important that you check with your town transportation system to make sure they are aware your student needs to be transported to Prince. Need be, our Counseling secretary can assist heather.muirhead@ct.gov
- **COVID-19 Concerns** should be reported to our school nurse kelli.locke@ct.gov if any family member contracts COVID-19 or is suspected and quarantining is necessary. In addition, contact the Dean of Students (for attendance purposes) wilder.zandonella@ct.gov
- **Our Maintenance** staff has been busy throughout the summer, cleaning, disinfecting and sanitizing the building. We are acquiring the PPE and supplies to make our school safe for students and staff. All staff will be trained in necessary COVID-19 protocols before the school year begins.

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District School Year Calendar

Prince THS School Calendar 2020-21					7/28/2020					CODING		Cycle Schedule (14 Trades)			
AUGUST-SEPTEMBER (26)(19)					FEBRUARY (18)					Holiday (H)	Student's First Day (SFD)	Cycle (9/12- Academics & 10/11- Trades)			
M	T	W	TH	F	M	T	W	TH	F	Vacation (V)	Tenative Last Day (TLD)				Cycle (10/11- Academics & 9/12- Trades)
17	18 NTO	19 NTO	20	21	1	2	3	4	5 pd	Semester 2 (S-2)	Day 182	Exploratory Phase 1- Cycle 1 Exploratory Phase 2- Cycle 3			
24	25 SPD	26 DPD	27 SPD	28 SPD	8	9	10	11	12 H	Early Dismissal (ED)	Skills USA				Cycle
31 SPD	1 SPD	2 SFD	3	4	15 H	16	17	18	19	New Teacher Orientation (NTO)		1	B	9/2 - 9/23	
7 H	8	9	10	11	22	23	24	25	26	District Professional Development - Full Day (DPD)		2	A	9/24 - 10/7	9
14	15	16	17	18						School Professional Development - Full Day (SPD)		3	B	10/8 - 10/16	6
21	22	23 SAT	24	25						School Professional Development - Half Day (pd)		4	A	10/19 - 11/6	13
28	29 DPD	30								PSAT/SAT		5	B	11/9 - 11/16	5
OCTOBER (21)(20)					MARCH (22)					W - Weather Closure		6	A	11/17 - 11/25	7
M	T	W	TH	F	M	T	W	TH	F	PC - Parent Conference		7	B	11/30 - 12/11	10
			1	2	1	2	3	4	5	OH - Open House		8	A	12/14 - 12/23	8
5	6	7	8	9	8	9	10	11	12	SS - Shop Selection		9	B	1/4 - 1/15	10
12 H	13	14 PSAT	15	16	15	16 pd	17	18	19	G - Graduation (actual)		10	A	1/19 - 1/29	9
19	20	21 SPD	22	23	22	23	24 SAT	25	26 Skills	CALENDAR NOTES					
26	27	28	29	30	29	30	31			All Early Dismissals, Late Openings, Emergency & Weather Closings should be reported using the District Google Form					
NOVEMBER (18)(17)					APRIL (16)					The 3 after-school events and related compensatory Early Dismissals should be reported to Brent McCartney					
M	T	W	TH	F	M	T	W	TH	F	No Early Dismissals may be planned during B Cycle until the completion of Phases 1 & 2 of Exploratory					
2	3 DPD	4	5	6				1	2 H	REPORTING QUARTERS					
9	10	11 H	12	13	5	6	7	8	9	#	Dates	Days	TOTALS		
16	17	18	19	20	12 V	13 V	14 V	15 V	16 V	1st	9/2 - 11/10	45			
23	24	25 ED	26 H	27 V	19	20 pd	21	22	23	2nd	11/11 - 1/27	45			
30					26	27	28	29	30	3rd	1/28 - 4/09	48			
DECEMBER (17)					MAY (20)					4th	4/19 - 6/15	41			
M	T	W	TH	F	M	T	W	TH	F	A Cycle Total					
	1	2	3	4	3	4	5	6	7	B Cycle Total					
7	8	9	10	11	10	11	12	13	14	89					
14	15	16	17	18	17	18	19	20	21	90					
21	22	23 ED	24 V	25 H	24	25	26	27	28	179					
28 V	29 V	30 V	31 V		31 H					179					
JANUARY (19)					JUNE (11)					 <p>CTECS CONNECTICUT TECHNICAL EDUCATION AND CAREER SYSTEM</p>					
M	T	W	TH	F	M	T	W	TH	F						
				1 H		1	2	3	4						
4	5	6	7	8	7	8	9	10	11						
11	12	13	14	15	14	15 TLD	16	17	18						
18 H	19	20	21	22	21	22	23	24	25						
25	26	27 pd	28 S-2	29	28	29	30								

Daily Bell Schedule

Full Day Schedule	
Student Arrival - 7:15 Breakfast 7:00 - 7:30 Homeroom 7:33 - 8:02	
1	8:05 - 9:02
2	9:05 - 10:02
3	10:05 - 11:02
4	11:05 - 12:02 (10 & 11)
L1	Shop 10:40 - 11:00
L2	Shop 11:10 - 11:30
L3	Shop 11:39 - 11:57
L4	Academics 12:05 - 12:25
	Culinary 12:30 - 12:50
5	12:28 - 1:25
6	1:28 - 2:25

Hello Prince Tech Family,

The following includes information about mask wearing, hand washing, district health policies pertaining to COVID-19, and CDC recommendations. Please understand that the policies in place are for everyone's health. We appreciate all that you do and we will get through this together.

Face Covering/Mask Use during the COVID-19 Pandemic

CTECS' first priority is the health and well-being of students and staff as the system prepares for and implements the safe reopening of schools during the COVID-19 pandemic. Current evidence shows that the proper wearing of facial coverings or masks helps to stop the spread of the virus. The [Center for Disease Control \(CDC\) recommends](#) that people wear masks in public settings especially when other social distancing measures are difficult to maintain. The Connecticut Department of Health (DPH) and the Connecticut State Department of Education, as outlined in [Adapt, Advance, Achieve: Connecticut's Plan to Learn and Grow Together](#) requires the wearing of face coverings/masks for all students and staff when they are inside school buildings and while riding school transportation vehicles, with certain exceptions. Furthermore, CTECS is part of the Connecticut State Department of Education and Governor Lamont has directed all State employees to wear face coverings, unless doing so would be contrary to their health or safety or due to a medical condition.

For the foregoing reasons, CTECS is implementing a face covering/mask requirement in order to promote a safe and healthy learning, teaching and work environment for students, faculty, staff, and visitors. It is intended to safeguard the health and safety of students and staff and to allow all students the opportunity to return to in-person learning.

Definitions

Face covering/mask - a cloth, paper, or disposable face covering that covers the nose and mouth. The face covering/mask should fit snugly around the nose and cheeks to prevent gaps. The fabric should be thick enough to block sunlight. A mask of dense woven material is preferred. **Based on these specifications, this policy requires: No neck gaiters; No bandanas; No exhalation valves or vents.**

Face shield - a clear, plastic shield that covers the forehead, extends below the chin and wraps around the sides of the face, protecting the eyes, nose and mouth.

Clear plastic barrier - a clear plastic or solid surface that can be cleaned and sanitized.

Required Use of Face Covering/Mask

All students, staff, and visitors must wear an acceptable face covering/mask that completely covers the nose and mouth when they are inside the school building, on school grounds, or at a school sponsored activity, even when social distancing is maintained.

For students, wearing a face covering/ mask is part of the school uniform and must satisfy the dress code requirements. Gaiters, bandanas and masks with exhalation valves or vents are not acceptable forms of face coverings/masks.

CTECS' schools shall maintain a supply of disposable face coverings/masks in the event that a staff member, student, or visitor does not have one for use.

Information shall be provided to staff, students and students' families regarding the proper use, removal and washing of cloth face coverings/masks. Schools shall provide trainings as necessary regarding the proper use of face coverings/masks.

Parents/guardians may not excuse their child from the face covering/mask requirement, as the wearing of a face covering/mask is intended to address the health and safety risks associated with the transmission of COVID-19.

Exceptions to the Use of Face Coverings/Masks

An individual shall be excused from the face covering/mask requirement if the individual:

- has trouble breathing
- is unconscious, incapacitated, or otherwise unable to remove the mask without assistance
- has a medical reason making it unsafe to wear a face covering/ mask.

Written documentation stating that the person is qualified for a medical exemption is required in order for the school to permit the exemption. Such documentation need not name or describe the condition that qualifies the person for the exemption and must be provided by a licensed medical provider or a state agency that provides support services for people with emotional, intellectual, or physical disabilities. Medical documentation received by the school will be kept by the school nurse in the student's medical records.

Limited Exceptions to the Use of Face Coverings/Masks

When other and appropriate mitigating practices are in place, students will not be required to wear face coverings/masks while eating, drinking, during physical education classes, or when students are outside and effectively practicing social distancing or other precautions. Exceptions may also be necessary for certain special education students or other special populations. Athletic coaches will provide students with information regarding the limited exceptions to the use of face coverings/masks during athletic activities.

Although face coverings/masks may be removed during eating, they are required in all dining areas while entering and leaving or getting food and drinks. They may be removed at socially distanced tables in order to eat but must be replaced after eating.

Face Covering/Mask Breaks

Face coverings/ masks breaks during the school day shall be determined by the discretion of the instructor. During such breaks, social distancing requirements should be maintained and student and staff interaction should be minimized.

Use of Face Shields

CTECS recognizes that the CDC has stated that it is not clear if face shields provide any benefit as source control to protect others from the spray of respiratory particles. Face shields may also be useful in situations where it is important for students to see how a teacher pronounces words (e.g. English Learners, foreign language) and social distancing is maintained.

Face shields may be an option for those students with medical, behavioral, or other challenges who are unable to wear face coverings/masks; however, face shields alone are not a sufficient alternate to the wearing of face covering/mask for source control. Face shields should be used only when other methods are not available or appropriate and with strict adherence to social distancing.

In shop, students who utilize face shields are still required to use safety glasses and other required safety gear.

Transportation

Student passengers are required to wear a face covering/mask that completely covers the nose and mouth during transit. The student's face covering/mask must be in place prior to boarding the bus, van, or other student transportation vehicles and must be kept in place until they are completely off the vehicle.

The face covering/mask is also required for the drivers of the vehicle.

Violations of this Policy

Violations of this policy will be considered a health and safety violation.

If a student refuses to wear a face covering/mask and such refusal does not fall within any of the exemptions allowed by this policy, the student may be removed from class. School personnel will have a meeting with the student's parent/guardian to address the behavior and discuss available options. Students who violate this policy may also be subject to the full range of disciplinary sanctions.

If a visitor refuses to wear a face covering/mask, entry to the school or CTECS facility may be denied.

Wearing a face mask **CORRECTLY** can help prevent the spread of **#COVID19** to others

Take action to slow the spread of #COVID19 by wearing a face mask in public, **CORRECTLY**.



DO make sure the mask covers your nose and mouth completely



DO NOT wear the face mask on your neck.



DO NOT wear the face mask under your nose.



DO NOT let children under 2 years old wear face masks.

In order to slow the spread we must continue to wear masks correctly, keep at least 6 feet away from people and wash our hands frequently.

10 ways to manage respiratory symptoms at home

If you have fever, cough, or shortness of breath, call your healthcare provider. They may tell you to manage your care from home. Follow these tips:

1. **Stay home** from work, school, and away from other public places. If you must go out, avoid using any kind of public transportation, ridesharing, or taxis.



2. **Monitor your symptoms** carefully. If your symptoms get worse, call your healthcare provider immediately.



3. **Get rest and stay hydrated.**



4. If you have a medical appointment, **call the healthcare provider** ahead of time and tell them that you have or may have COVID-19.



5. For medical emergencies, call 911 and **notify the dispatch personnel** that you have or may have COVID-19.



6. **Cover your cough and sneezes.**



7. **Wash your hands often** with soap and water for at least 20 seconds or clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol.



8. As much as possible, **stay** in a specific room and **away from other people** in your home. Also, you should use a separate bathroom, if available. If you need to be around other people in or outside of the home, wear a facemask.



9. **Avoid sharing personal items** with other people in your household, like dishes, towels, and bedding.



10. **Clean all surfaces** that are touched often, like counters, tabletops, and doorknobs. Use household cleaning sprays or wipes according to the label instructions.



CS 315822-A 08/12/2020

For more information: www.cdc.gov/COVID19

HELP PREVENT COVID-19 WASH YOUR HANDS OFTEN



Wet hands with soap and water.



Rub hands for 20 seconds. Get under fingernails and between fingers.



Rinse under warm running water.

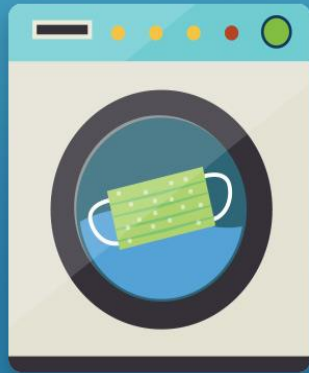


Dry hands on your own clean towel.



Your hands are now clean. Throw towel away.

WASH YOUR **FACE MASK**



OR



scdhec.gov/COVID19





Health Services

COVID-19 Health Office Orders

The purpose of these Health Office Orders is to outline compliance with the COVID-19 pandemic guidelines. These Health Office Orders have been carefully considered/reviewed to address and promote the health and safety of all students, employees and the community. These Health Office Orders are in compliance with the of the reopening of the Connecticut Technical Education and Career System Guide to the 2020-2021 school year, local, state, and national guidelines to ensure best practices. See references listed at the end this document.

I. School Support

A. Students, faculty, and staff will be highly encouraged to stay home if they are sick. If an individual presents to school with “Sick Day Guidelines” symptoms (see below), they will be sent home until clearance criteria for school return is met.

Travel Consideration: Students and or staff who travel outside of Connecticut to states where the virus has spiked in reportable positive cases, “Affected States” within a two week period just prior to the return of school may be subject to a 14 day Mandatory Travel Quarantine.

B. The Connecticut Education and Career System, /The Technical High Schools will continue to support students with acute or chronic health conditions.

II. When to Visit The Health Office

In order to prevent potential exposure to infectious diseases for students diagnosed with chronic health

conditions and/or receiving other medical treatments, all student visits to the Health Office will be triaged by/through the school nurse

- A. Staff will be asked to call or radio into the Health Office with a request for a student visit.
- B. Nurse will prioritize the student for a visit and will direct the student to a “well” or “sick” zone area identified in the Health Office based on symptoms.
- C. Student will independently ambulate to health office unless one or more of the following symptoms are present:
 - 1. Confusion/ disorientation
 - 2. Decreased level of consciousness
 - 3. Shortness of Breath/Respiratory Distress
 - 4. Dizziness/Lightheadedness
 - 5. Spinal Cord Injury/Head Injury complaining of neck pain - DO NOT MOVE THE STUDENT
 - 6. Vision impairment
 - 7. Diabetic low blood sugar - hypoglycemia /high blood sugar-hyperglycemia
 - 8. Life Threatening Bleeding
- D. If any of the above-mentioned criteria are met, or per faculty/nurse best judgement, students will stay in place for in-person evaluation.
- E. If it is an emergency, 911 should NEVER be delayed. Activate EMS and delegate as appropriate/ according to protocol.

III. Students Do NOT need to present to Health Office with the following common situations:

- A. Regular bathroom use, feminine hygiene products

B. Paper cuts, small abrasions, picked scabs

1. Wash hands
2. A first aid box will be available in each classroom to apply a band aid if needed. This box will be restocked by the nurse as needed.

C. **Minor** headaches and/or fatigue & student does is not acting ill in the classroom, especially immediately after lunch

1. Encourage snack or drink water.
2. Apply cool water to the face and neck.
3. Rest 30 minutes.
4. If worsening, contact the nurse for an office visit.

D. Mild indigestion and/or upset stomach especially immediately after lunch

1. Allow to use the restroom
2. Drink water. Rest 30 minutes.
3. If worsening, contact the nurse for an office visit.

E. Localized bug bite

1. Apply cool paper towel
2. Direct to first aid station for anti-itch relief

F. Clothing or Glasses repair.

1. The school nurse will work in collaboration with administration determine what supplies are needed.

G. Soiled clothing.

1. Encourage parents to keep supplies and multiple changes of clothing in all student backpacks as deemed necessary.
2. Students may be directed to self-clean up and discard urine/fecal contaminated clothing in a double bag.
3. If the student needs to be sent home for hygiene, the parent/guardian may be contacted by administration or the health office.
4. The school nurse will work in collaboration with administration.

IV. Nonpharmacological Intervention (NPI) Recommendations for Communicable Disease

A. An Individual

1. Avoid close contact (within six feet for a prolonged period of time at least 10-15 minutes) with people who are ill.
2. Stay home when you are ill.
3. Cover your cough or sneeze into your elbow or a tissue. Throw the tissue in the trash. Follow with hand hygiene.
4. Avoid touching your eyes, nose, and mouth. If you do, wash your hands afterwards.
5. Wash hands with soap and water (20 seconds) at least every 2 hours. If you ` don't have soap or water, use hand sanitizer (60–95% alcohol based).
6. Promote non-contact methods of greeting.

B. Community

1. Promote up-to-date immunizations, including the flu vaccine, in accordance with Connecticut State Law.
2. Place Hand sanitizer dispensing units at each school and Health Office entrance.
3. Environmental cleaning of Health Office during the school day

- i. Frequently touched objects and surfaces will be cleaned using a regular household cleaning spray or wipe.
- ii. Items contaminated with Blood, Respiratory or GI material will be cleaned with a disinfectant wipe.
- iii. Masks/face shields and N-95 masks will be changed daily.
- iv. Clean masks/face shields/ N-95/masks will be stored separately; Contaminated PPE will be disposed appropriately.

4. Daily environmental cleaning in the Health Office (per school maintenance):

- i **Commons:** Disinfectant spray on chairs, floors, tables, bookshelves, light switches, door handles, and countertops and then allowed time to dry.
- ii. **Offices:** disinfectant spray/wipes on light switches, door handles, phones, chairs, desk, countertops and other equipment in area. Allow time to dry.
- iii. **Bathrooms:** disinfectant spray on sinks, handrails, soap dispensers, toilets, urinals, light switches, door handles, and countertops. Allow time to dry.

V. Isolation and Personal Protective Equipment (PPE) Standards in the Health Office

- A. The nurse may utilize/wear a reusable scrub jacket to protect clothing from contamination in the office as “Standard Precaution”. This jacket must be removed if leaving the Health Office.
- B. Appropriate PPE must be utilized in conjunction with standard precautions and proper hand hygiene. Consider NASN and CDC PPE considerations
 1. Hand hygiene is required before and after each office encounter and after each intervention.
 2. Soap and water scrubbing for 20 seconds is the preferred method. Hand sanitizer with at least 60% alcohol is also acceptable.

3. Soap and water handwashing must be used in the case of gross soiling.
4. PPE should be discarded at the end of the day and/ or more frequently per RN discretion.

C. PPE for Non-Respiratory Condition

1. Abdominal Pain or Vomiting

- i. Direct student to a separated sick zone in the case of active emesis.
- ii. Use standard precautions including mask and protective eyewear in the case of active or impending emesis.

2. Integumentary

- i. Use Standard precautions dependent on clinical picture. (i.e. draining wounds, potential exposure to blood borne pathogens)

3. Miscellaneous Headache, Sore throat, muscle aches, etc.

(1) Evaluate if they have been exposed to someone with positive or presumed positive COVID-19

(2) Evaluate temperature

- ii. Direct student to a separated sick zone PRN

iii. Use Standard precautions including mask

4. Respiratory Condition and Afebrile

- i. Triage if acute respiratory illness or chronic condition exacerbation.

(1) Allergy and asthma symptoms are NOT acute respiratory illnesses. Use Standard precautions including face mask.

- ii. Evaluate if the individual has been exposed to someone with positive or presumed positive COVID-19.

iii. Per CDC, Patients with even mild symptoms that might be consistent with COVID-19 (e.g. temp greater than 100, chills, fatigue, headache, new loss of taste or smell, congestion, /runny nose, cough, sore throat, shortness of breath, muscle /body aches) should be cared for by school nurse wearing gown, gloves, mask and eye protection.

5. Respiratory Condition and Febrile

- i. Don mask, gown, gloves and eye protection.
- ii direct student to a separated sick zone.
- iii Apply face mask to patient, if tolerated and developmentally appropriate.
- iv. Evaluate if the individual has been exposed to a person with positive or presumed positive COVID-19.

6. Febrile with/without Acute or Comorbid Condition

- i. Don mask, gown, gloves and eye protection.
- ii direct student to a separated sick zone
- iii. Apply face mask to patient, if tolerated and developmentally appropriate.
- iv. Evaluate if the individual has been exposed to a person with positive or presumed positive COVID-19.

VI. Sick Day Guidelines

A. Symptoms Requiring Absence

1. Active vomiting or diarrhea – return 24 hours after last episode
2. The first 24 hours of antibiotic treatment for bacterial conditions (i.e. strep throat, pink eye)
3. Fever/chills/generalized body aches - 24 hours without the use of fever-reducing medication and no other respiratory symptoms. Nurse will instruct parent/guardian to call Primary Care Physician for

MD guidance to return to school, for cases of possible COVID-19.

4. If a student is sent home with a temperature 100 or greater, they must provide a clearance note from their PCP or documentation of a negative COVID-19 test to the attendance officer in order to return to school.

B. If diagnosed with COVID-19, with or without a positive test and/or symptoms, follow CDC protocol for return to school/work.

1. Symptom-based strategy

- i. 10 days have passed since symptoms first appeared
- ii. No fever for 72 hours (3 full days) without the use of fever reducing medication, Acetaminophen, Ibuprofen
- iii. Other symptoms have improved such as cough and shortness of breath
- iv. #2 (ii) and #3 (iii) above PLUS two negative tests spaced at least 24 hours apart

2. Time-based strategy

- i. Individuals who have tested positive but are asymptomatic are recommended for 10 days of home isolation.
- ii. An individual who has been EXPOSED to a COVID-19 positive individual, is recommended by CDC to quarantine 14 days after exposure.
- iii. The CDC addresses the possibility of varying quarantine times by stating that “it is possible that a person known to be infected could leave isolation earlier than a person who is quarantined because of the possibility they may become infected.”

C. If a student, staff or visitor test positive for COVID-19 after being on the school campus, principal must be notified. This is a reportable condition to both the local and state health departments. In most cases, the healthcare provider who diagnosed COVID-19 has already reported. Follow these CDC guidelines:

1. Employees who have been exposed to the virus (“close contact” within 6 feet for a prolonged period of time at least 10-15 minutes) should notify their supervisor, and primary care physician for instructions.
2. Employees not considered exposed should self-monitor for symptoms such as fever, cough, or shortness of breath.

VII. Communicable Disease Monitoring

- A. Collaboration with the attendance officer to record and track symptoms and diagnosis when students/staff are called in for sick days
- B. School nurse will monitor site illness symptoms and disease trends.
- C. If 10% of the student population at a school call out sick for similar symptoms, report to the principal and local health department.

VIII. Resources

- A. NASN Care of Ill Students/Staff in School Setting in Response to COVID-19: https://higherlogicdownload.s3.amazonaws.com/NASN/3870c72d-fff9-4ed7-833f-215de278d256/UploadedImages/PDFs/03182020_NASN_Considerations_for_School_Nurses_Regarding_Care_of_Students_and_Staff_that_Become_Ill_at_School_or_Arrive_Sick.pdf
- B. Centers for Disease Control and Prevention. (2020, March 12). Interim guidance for administrators of US K-12 schools and childcare programs. Plan, Prepare, and Respond to Coronavirus Disease 2019 (COVID-19): <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-schools.html>
- C. American Academy of Pediatrics [2019 Novel Coronavirus \(COVID-19\)](#) webpage regarding how to prevent transmission, how to care for infected individuals, activities when school and day care are closed, how to speak to kids about the virus. D. Readiness and Emergency Management for Schools: https://rems.ed.gov/Resources_Hazards_Threats_Biological_Hazards.aspx
- E. Centers for Disease Control and Prevention, Coronavirus Disease 2019 (COVID-19): <https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html>.
- F. Handwashing and Hand Sanitizer Use at Home, at Play, and Out and About, <https://www.cdc.gov/handwashing/pdf/hand-sanitizer-factsheet.pdf>
- G. Return to Work/School after COVID-19 diagnosis with/without test and/or symptoms: <https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html>
- H. NASN letter to school principals and superintendents: https://higherlogicdownload.s3.amazonaws.com/NASN/3870c72d-fff9-4ed7-833f-215de278d256/UploadedImages/PDFs/02282020_NASN_Coronavirus_19_Guidance_for_School_Principals_and_Superintendents.pdf
- I. Discontinuation of Home Isolation for those with COVID 19 Symptoms: <https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html>
- J. WHO Return to work guidelines/temp threshold reference: <https://www.who.int/docs/default-source/coronaviruse/getting-workplace-ready-for-covid-19.pdf>
- K. How to Reuse PPE: <https://www.registerednursing.org/how-reuse-ppe/>
- L. CDC Optimizing PPE: <https://www.cdc.gov/coronavirus/2019-ncov/hcp/ppe-strategy/index.html>

M. CDC Healthcare Infection and Preventions FAQs for COVID-19: https://www.cdc.gov/coronavirus/2019-ncov/hcp/infection-control-faq.html?deliveryName=USCDC_2067-DM26308

N. Discontinuing home isolation guidelines from the CDC: https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html?deliveryName=USCDC_2067-DM27395

O. AAP COVID-19 Planning Considerations for Return to In-Person Education in Schools: <https://services.aap.org/en/pages/2019-novel-coronavirus-covid-19-infections/covid-19-planning-considerations-return-to-in-person-education-in-schools/P.CTTECH.ORG/CORONAVIRUS>

These orders are valid for the 2020-2021 school year.

Ann Milanese MD

Ann Milanese, MD

8/3/2020

District Medical Advisor

Date:

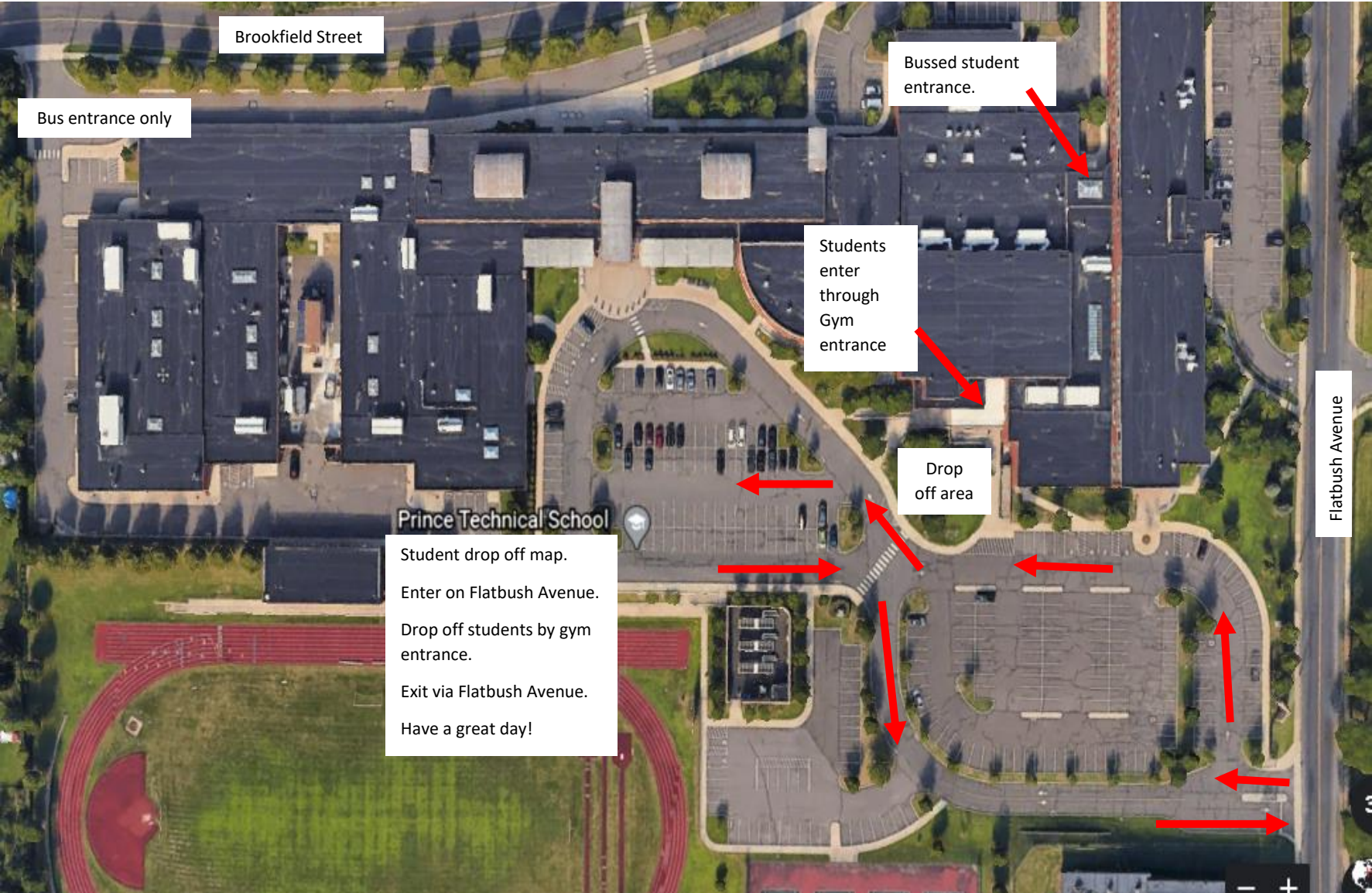
Darlene Kirychuk, RN-BC

8/3/2020

School Nurse Consultant Supervisor

Date:

School Drop-off/Pick-up Map



Drop off and school entrance procedure

- Bus students will be dropped off near the South A Wing doors. (In-front of the Media Center)
- Students who are being dropped off will enter through the EAST Gym Wing doors.
- Students who are scheduled to be in Academics will proceed directly to the cafeteria.
- Students who are scheduled for Trade will proceed directly to the gymnasium.
- Students in the gymnasium and the cafeteria will be dismissed in a staggered fashion at 7:30. (No exceptions)

Tardy to School

- Students who arrive after 7:35 will enter through the EAST Gym Wing doors. They may proceed directly to their academic or trade class and will be marked late by their teacher.
- Students arriving after 8:00 will enter the school through the front entrance and report directly to the Dean's office.

SOCIAL AND EMOTIONAL LEARNING

In the planning and transition for reopening schools, our school staff completed a 6-week intensive summer workshop with the Self-Leadership Collaborative. It is our hope that given the social and health climate of our country that our school can still be a safe and collaborative community on the following levels:

- **Students** are motivated and ready for effective learning because they are capable of self-regulation, self-compassion, and collaborative connections with peers, teachers, and staff.
- **Adults** (administrators, teachers, and support staff) are aware of their own reactive responses and capable of self-modulation while skillfully engaging students and coaching them through life challenges.
- **Families** feel welcomed and inspired when interacting with the school. They learn skills to bring Self-Leadership into family dynamics.
- **School Culture and Climate** - Administrators, teachers, and students together co-create a culture where everyone feels safe, appreciated, and inspired to realize their potential and contribute their best for the good of all.

At the beginning of the school year, a review of safe school climate measures will take place with students and staff. Discussions at all levels and a review of our school handbook will emphasize safe school climate policies and expectations, disciplinary procedures and restorative actions. Behavior expectations will be taught and reinforced with counseling and restorative practices. Where appropriate, discipline is progressive and in conjunction with counseling. Resources and supports for students impacted by reported behaviors of concern will be reviewed and publicized.

SOCIAL EMOTIONAL WELLNESS

As we move toward re-opening school in the fall, we acknowledge that all students have been impacted by the pandemic, experiences with distance learning, and racial tensions. Our students will re-enter school or on-line learning with vast differences in their experiences. Consideration must be given to ongoing/increased concerns about virus transmission, adjustment to the confines of our new reentry plan, and reengaging in relationships, a mask culture, concerns about bullying/harassment/microaggressions and racism, potential issues with abuse and neglect and individualized experiences, many of which have been traumatic. Social emotional learning (SEL) will be critical in re-engaging students and families, building relationships, trust, classroom community, and creating an equitable foundation for academic learning. Proactive support and instruction will provide a basis for the successful reintegration into the learning environment. Universal

screening, in-school intervention, enhanced communication systems for parents and caregivers, and community-based resource referrals will address the individual needs of students.



Individualized behavioral and mental health support and interventions will be available for all students as needed. This process will be initiated through a universal screening and determination of needed supports. Supports include access to the clinical referral system, crisis management, check-ins, direct service, and community resource referrals. Students who qualify for specialized instruction through their IEP or related services through a 504 plan will continue to receive services along with home school collaboration and community resource referral and coordination.

A. I. Prince Technical High School

Communication Grid

School Phone Number: (860) 951-7112

School	Name	EXT. #	Email
Principal	Mr. Daniel Mello	5150	Daniel.Mello@cttech.org Daniel.Mello@ct.gov

Grade 12	Name	EXT. #	Email
Assistant Principal	Mr. Joseph DiNatale	5683	Joseph.F.DiNatale@cttech.org Joseph.F.DiNatale@ct.gov
Counselor	Mr. Brian West	5035	Brian.West@cttech.org Brian.West@ct.gov

Grade 11	Name	EXT. #	Email
Assistant Principal	Mr. Benedict Palladino	5683	Benedict.Palladino@cttech.org Benedict.Palladino@ct.gov
School Counselor	Ms. Nicole Tardif	5131	Nicole.Tardif@cttech.org Nicole.Tardif@ct.gov

Grade 10	Name	EXT. #	Email
Assistant Principal	Dr. Kareem Ayodeji	5683	Kareem.Ayodeji@cttech.org Kareem.Ayodeji@ct.gov
School Counselor	Ms. Elisabeth DeJoseph	5042	beth.dejoseph@cttech.org Elisabeth.DeJoseph@ct.gov

Grade 9	Name	EXT. #	Email
Assistant Principal	All 3 Assistant Principals share the 9 th Grade.	Please see above for your students assigned Administrator.	Please see above for your students assigned Administrator.
School Counselor	Mary Jane Bezares	5119	mary.bezares@cttech.org Mary.Bezares@ct.gov

General Support Staff	Name	EXT #	Email
Dean of Students	Ms. Wilder Zandonella	5043	Wilder.Zandonella@cttech.org Wilder.Zandonella@ct.gov
School Psychologist/ 504 Coordinator	Ms. Deborah Freedman	5046	Deborah.Freedman@ct.gov deborah.freedman@cttech.org
School Social Worker	Ms. Tonisha Jones	5031	Tonisha.Jones@cttech.org Tonisha.Jones@ct.gov
Special Education Department Head	Vacant	5105	
School Nurse	Ms. Kelli Locke	5109	Kelli.Locke@ct.gov kelli.locke@cttech.org
Main Office Secretary	Ms. Virginia Ortiz	5000	brian.west@cttech.org brian.west@ct.gov
Guidance Secretary	Ms. Heather Muirhead	5044	Heather.Muirhead@cttech.org Heather.Muirhead@ct.gov
Athletic Director*	Mr. Dennis Mercado	5118	Dennis.Mercado@cttech.org Dennis.Mercado@ct.gov

*For more information regarding Fall 2020 Sports, please visit the CIAC website: <https://ciacsports.com/site/>

A.I. Prince - Transportation Contact Information

Company	Town	Telephone
CREC	Various	860-524-4077
DATTCO	Bloomfield	860-709-9454
DATTCO	East Hartford	860-904-5497
Autumn	Hartford	860-461-7913
DATTCO	Manchester	860-288-1000
Autumn	Wethersfield	860-571-8100
Dattco	Windsor	860-356-0240

The towns listed below provide transportation for their students:

Bloomfield
 East Hartford
 Hartford
 Manchester
 Windsor

RSCO provides transportation to the towns listed below:

Avon	East Hampton	Hebron	Simsbury
Berlin	East Windsor	Marlborough	Somers
Bolton	Ellington	Middletown	Southington
Bristol	Enfield	New Britain	South Windsor
Burlington	Farmington	New Hartford	Suffield
Canton	Glastonbury	Newington	Tolland
Coventry	Granby	Plainville	Vernon
Cromwell	Harwington	Portland	West Hartford
East Granby	Hartland	Rocky Hill	Wethersfield
			Windsor Locks

*Parents will be notified of routes in August by the Bus Company.