

Connecticut School of Distinction (2019-2021)

Dr. Ian M. Banner, Principal

Let us always meet each other with a smile, for the smile is the beginning of love

– Mother Teresa

August 25, 2021

Dear Parents and Families:

As is always the case, a great deal of work has been expanded on establishing the start of a new year and accounting for updates and changes to Covid practices and procedures. We are all very excited to get started with another school year, and below are some items regarding pertinent elements of the school day for 21-22.

We will begin in many ways how we ended last school year but with a few changes and updates to various procedures.

Masks

1. Masks will be worn by all staff and students throughout the day inside the building and on district buses.
2. Masks are not required outside.
3. For our new students, please practice mask wearing for extended periods of time prior to the beginning of school so that your child is comfortable and prepared for it during the school day.

Social distancing

1. Students will continue to maintain a minimum of 3 feet apart inside and outside of the classroom.

Arrival and Dismissal

A few minor changes in the procedure from the end of last year.

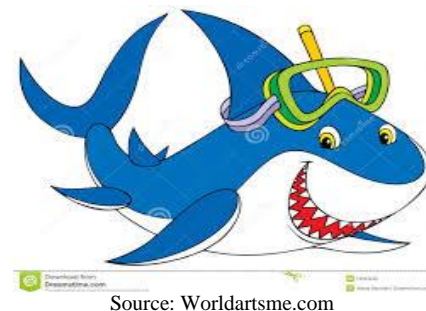
1. Entry into the building will be through one of two locations: (a) the main entrance near the office or (b) Fern Street. Entry will *not* be in and out of the outer classroom doors. Only walkers will exit the outer classroom doors at the end of the day, which is a return to normal practice.
2. Please do not drop off your child(ren) prior to 8:45am and leave them unattended. Supervising staff do not begin their contractual obligations until 8:45am.
3. Arrival and dismissal will be at the usual times. Please see Appendix A for an overview and specific details.

Schedules

1. All homeroom/classroom (general education) including specials schedules will be communicated by the classroom teachers.
2. *Students Who Receive Support Services and Plans.* Schedules for students who receive formal services and supports will, as always, be communicated by the case managers.

Lunch

1. The free lunch program has been extended once again this year and all children 18 years old or younger in Fairfield are eligible for lunch at no charge.
2. The procedure for ordering lunch will be conducted by teachers polling students in morning, and then handing off this tally to our kitchen staff.



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3. Lunch will be held in the APR and students will be seated at assigned tables with their classmates (only 4 to a table).
4. Students will acquire their lunch from the cafeteria area as in past years.
5. Students will not be permitted to move around freely unless needing to go to the bathroom. As with snack, students will remain quiet during this time and be permitted to talk quietly to friends at their table while eating.
6. The lunch waves will be 20 minutes preceded by a 20-minute recess period and are noted below in the table.

	K	1	5	3	2	4
Recess (20)	11:00-11:20	11:30-11:50	12:00-12:20	12:30-12:50	1:00-1:20	1:30-1:50
Lunch (20)	11:20 – 11:40	11:50 – 12:10	12:20 – 12:40	12:50 – 1:10	1:20 – 1:40	1:50 – 2:10

Recess Periods and Mask/Movement/Brain Breaks

1. All grade levels will use the playscape, blacktop area and field. There will be no use of zones this year.
2. Students and staff are not required to wear masks during recess and adequate distancing is still necessary.
3. As is always the case, additional movement and brain breaks are necessary to help students refocus and reenergize students, and these will be conducted throughout the day.
4. Short mask breaks will also be conducted at the discretion of each teacher. This may be as simple as stepping out of the classroom via the outer door to acquire a minute or two of fresh air before returning to their academic work. These will be conducted both indoor and outdoor (weather permitting) and will be balanced alongside targeting the usual curriculum requirements and expectations.

Snack

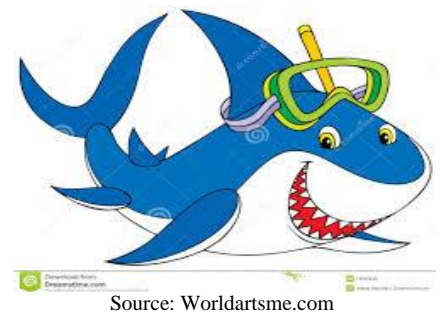
1. We are still adhering to peanut and tree nut free classrooms per district policy and usual practice. Thus, snacks should be consistent with the expectations outlined in this policy: "Peanuts and tree nuts and substances containing peanuts and tree nuts must not be present in or used in any classroom..." (p.7. see policy link here: https://boe.fairfieldschools.org/content/uploads/2020/12/C-19.10-and-5141.25_Students-With-Special-Healthcare-Needs_Life-Threatening-Allergies_CLEAN_12.2.20.pdf). https://boe.fairfieldschools.org/content/uploads/2020/09/C-19.10-and-5141.25AR_Students-With-Special-Health-Care-Needs_CLEAN_9.1.20.pdf
2. Additionally, snack will continue to be in the classroom and each classroom/homeroom teacher will determine when this will be scheduled during the day.
3. Students will remain quiet during this time and will sanitize or wash hands before and after their snack.

Classes Spending Time Outside

1. We will continue to encourage and seek opportunities for students to work for short periods of time outside the classroom.
2. And while we will continue to require breaks and outside time, there are challenges that impede classes from simply working outside for extended periods of time. Firstly, extended periods of time spent outside can be considered a safety risk. Also, another consideration is that students working outside require desks and tables which would need to be removed to allow for recess and placed back again afterwards. This is impossible for one custodian to do this and attend to lunch needs.

Bathroom Use

Roger Sherman Elementary School
250 Fern Street
Fairfield, CT 06824
Phone (203) 255-8330



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1. We will continue to minimize the number of students in bathrooms at any one time to guard against issues and to allow for social distancing. Doors to bathrooms will remain open.

Classroom Set-up

1. Although I recently communicated that we were able to organize desks to face each other as we had done prior to Covid, the latest direction from our health department in consultation with the state pediatrician is that desks should continue to be faced forward and all in the same direction and spaced no less than three feet from the center of the desk to the center of any desk either side, in-front or behind.

For additional back to school questions, please see our district website: <https://www.fairfieldschools.org/21-22backtoschool>

As always, please continue to reach out with questions and provide feedback, and remember to *Be Strong, Be Smart, Be Kind*.

#Shermanstrong!

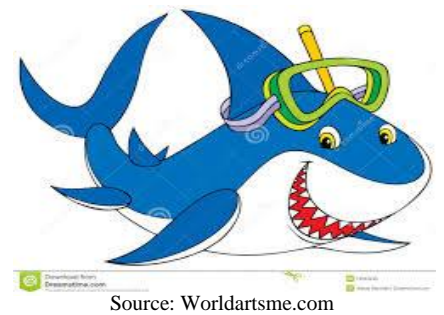
Yours truly,

Dr. Ian M. Banner

lbanner@fairfieldschools.org

Follow us on Twitter: @rogershermanllc

Appendix A



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Overview of Arrival and Dismissal Times

Table 1. *In-person arrival and dismissal overview*

	Arrival
Bus Pick Up Times	Follow your scheduled transportation pick-up time in IC
Bus Arrival Time at School	The buses will arrive at school between 8:45 and 8:55pm.
SKG/Car Drop-Off, Arrival Time at School	Arrive between 8:45 and 8:55am on Fern Street (school side only). No parking for drop-off purposes permitted on the opposite side of Fern Street.
Walker Arrival Time at School	Arrive between 8:45 and 8:55am and ensure social distancing. Anyone arriving after 8:55am will be considered tardy and will need to be admitted via the main office only.
Entry into School	Via either the main office entrance or the Fern Street Entrance.
	Dismissal
Bus Dismissal	Bus students will be escorted to the bus-dismissal staging area at 3:20pm and will be on buses ready for departure at or before 3:25pm.
SKG/Car Pick-Off, Dismissal	SKG students will be called and escorted from classrooms between 3:20pm.
Walker Dismissal	Students who are walkers will be dismissed to their parent/guardian at 3:30pm.

The SKG overview will be in a separate sending