

April 2022

Dear Parent/Guardian,

This letter hopes to find you all well

I thank you all for your patience and cooperation as we navigate through these unsettled times. With all of us pulling in the same direction, we will have success.

You can call my direct line at 853-5702 and leave a message or email me at ptheriault@shead.org.

Thank you,

Paul Theriault

Principal

SCHOOL DAY SCHEDULE

The first student day was September 1, 2021.

The following reflects a full return of the student population for daily in-person learning. Students may still receive assignments to complete at home during out-of-school days for additional skills practice and to help acclimate for the potential of shift to a remote learning scenario during the school year. The school day for Shead High School will be from 8:00-2:20.

DAILY SCREENING

From the Maine Department of Education - Students, parents/caregivers, and staff members must conduct self-checks for symptoms prior to boarding buses or entering school buildings each day. Any person showing symptoms must report their symptoms and NOT be present at school.

Use the suggested self-check checklist from the CDC below. Note that as the CDC determines additional symptoms, these should be added to the list.

1. *Do you feel sick with any symptoms consistent with COVID-19? Such as:*

- ● Cough ○ ● Fever or chills
 - ● 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
2. Have you been around anyone who is unwell?
 3. Have you been in close contact with a person who has COVID-19?
 4. Within the past 24 hours, have you had a fever (100.4 and above) or used any fever reducing medicine?

IF THE ANSWER IS “YES” TO ANY OF THE QUESTIONS, PLEASE STAY HOME.

Reporting an Illness

Contact the school immediately to report an absence due to illness.

Contact your child’s primary care provider immediately to report any of the above symptoms of COVID-19.

From the Maine CDC Guidelines: “Additional guidance on return to school after illness is forthcoming from DOE/MCDC.”

Eastport Schools will conduct their own temperature checks when students enter the school buildings. If a temperature of 100.4 degrees or higher is recorded, the student will be either referred to the infirmary room for a re-check or sent home.

TRANSPORTATION

Parents/caregivers are encouraged to transport their children to and from school if possible.

Busing AM

Due to required safety guidelines- busing capacity will be decreased. Students will be seated one per row - with the exception that siblings can be seated together. Therefore, the busing schedule may change to accommodate multiple runs in the morning and afternoon (more information on this to follow).

- - Students will be required to wear masks at all times while riding the bus.
- - Students will be required to observe physical distancing to the greatest extent possible.
- - Students will be required to sanitize hands upon entering and exiting the bus.

Students arriving to school on the bus will be dropped off at the main entrance site, and may be dismissed from the bus in a staggered fashion to allow for distancing prior to entering the building for screening.

Parent/Caregiver Transportation

If a parent/caregiver is transporting their children to school, students should arrive no earlier than 7:30 AM and no later than 8:00 AM - to allow time for hand hygiene, breakfast and settling in for the school day.

- - Students must use the front entrance of the building
- - Students arriving at school must don a mask/face covering prior to entering the building.
- - Drop offs of students should be staggered to the greatest extent possible to allow for physical distancing during entry of the building and screening at the entrances.

Arrival at School / Screening at the Entrance

Students and staff are required to sanitize their hands upon entering the school building.

Students will have temperature screenings using a "Non-Contact Infrared Thermometer.

Infirmity Rooms

To help minimize the spread of illness, there are designated infirmity rooms (medical isolation rooms) in the school for any student who shows symptoms of illness. These areas are for students to wait while a parent/caregiver arrives to pick them up from school.

Lockers

Student lockers should be used for the storage of clothing only.

Students should not bring unnecessary items from home to school.

Instructional Time

A 4-period/80-minute block schedule will be instituted for all Shead students. These classes will be 1 semester (1/2 year) in length. Students will have 3 classes per semester with a study hall period. More information will be forth coming.

Meal Times

To minimize congregating of students - meals will be served in the elementary school cafeteria. With 6 ft distancing, students will be able to remove their masks during meal time. However, masks must be worn if students are to move from their seats (i.e. traveling to the restroom). Students with lunches from home will not be able to utilize the microwaves at school and therefore should have meals that do not require heating.

Breaks

Physical activity/mask breaks will be scheduled during the school day. Outside grounds will be utilized as often as possible for activity/mask breaks. Students will practice hand hygiene before and after these times.

Responding to Illness

If a student shows symptoms of illness or presents a fever (100.4 and above) during the school day, the parent/caregiver will be notified to immediately to make a determination of dismissal. The student will be waiting in the infirmary until picked up.

Dismissal Time

Prior to dismissal, time will be scheduled for students to practice hand hygiene. Students showing symptoms of illness or with a fever (100.4 and above) will not be sent home on the bus, instead the parent/caregiver will be notified to immediately come to the school to pick up their child. The student will wait in the infirmary room until being picked up.

Busing PM

Due to required safety guidelines- busing capacity will be decreased. Students will be seated one per row - with the exception that siblings can be seated together. Therefore, the busing schedule may change to accommodate multiple runs in the afternoon (more information on this to follow).

- - Students will be required to wear masks at all times while riding the bus
- - Students will be required to observe physical distancing to the greatest extent possible on the bus.

Student Pick Up

Students waiting to be picked up from school will wait in their classrooms.

Parents/caregivers who arrive at school to pick up their children must park in the parking area and remain in their vehicles.

Students will be dismissed from the building in a staggered manner to accommodate distancing.

Parents/caregivers who are waiting for the dismissal of their children must avoid exiting their vehicles or entering the building during dismissal times.

Visiting the School

To minimize the risk of exposure to illness and per CDC guidelines, **all non-essential visits and visitors to the school are discouraged while students are in the building. An example of an essential visit will be for an IEP meeting.**

All visitors are subject to answering screening questions and temperature checks.

All visitors are required to wear face masks at all times, observe 6 ft physical distancing, and practice appropriate hand hygiene guidelines at all times while in the building.

All visitors are required to remain in the main entrance waiting area. Visitors will not be permitted to enter the building beyond the front entryway for non-essential business.

If a parent needs to meet with their child, they must wait in the entryway and the student will be brought to them.

Parents/caregivers who wish to schedule a meeting with their child's teacher(s) or the principal should call the school to arrange for a time after student hours. Meetings will be held remotely (via telephone, video conferencing, etc).

REMOTE LEARNING OPTION

Eastport Elementary and Shead High Schools will provide a remote learning option for families on a very limited basis for medical reasons. For the purpose of this resource guide, remote learning means each student is experiencing a learning opportunity supported by a teacher or educator who is in a different location.

The following basic guidelines will be used:

- Remote learning will be primarily done using technology.

- Students must have access to the Internet and a device (which can/will be provided by the school) that is compatible with the school's delivery platform.

- Some courses may not be available through remote learning. Please check with the school for more information.

-Students must be committed to the Remote Learning Option for a set period of time (*It is recommended that the commitment is for a semester at a minimum.)

-Students/parents must be in regular contact with the classroom teacher and/or remote learning coordinator.

If you have an interest in our Remote Learning Option, please call the school to set up a meeting to discuss the option with the administration.

We understand that many of these guidelines seem restrictive in nature. We feel that they are necessary for the safety and well-being of our students and staff as we open our schools. It is our feeling that if we all follow the guidelines set forth in the document, we will be able to keep our doors open for students. Your assistance in helping us meet these guidelines will be crucial to our success.

Thank you for your understanding and support for Eastport Elementary and Shead High Schools.

Sincerely,

Paul Theriault, Principal