



2020-2021  
RETURN TO SCHOOL

[www.cbisd.org/2020-21](http://www.cbisd.org/2020-21)

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# HEALTH & SAFETY PLAN DEVELOPMENT

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Business Administrator  
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Supervisor of Special Education  
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Director of Transportation  
Supervisor of Pupil Services  
Nursing Coordinator  
Certified School Nurse  
Certified School Nurse  
Certified School Nurse  
FEMO District Operations Coordinator  
FEMO District Shift Supervisor  
Supervisor - Reading, Federal Programs and English Language Development  
Curriculum Supervisor - English  
Technology and Innovation Network Manager  
Before and After Care  
High School Principal  
Middle School Principal  
Elementary School Principal  
Elementary School Principal  
Elementary School Principal  
Elementary School Principal  
Assistant Principal  
Assistant Principal  
Assistant Principal  
Assistant Principal  
High School Teacher  
High School Teacher  
Middle School Teacher  
Middle School Teacher  
Middle School Teacher  
High School Teacher  
Elementary School Teacher  
Elementary School Teacher  
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# SUPERINTENDENT'S INTRODUCTORY LETTER

Dear Central Bucks families,

Since March of 2020, district administration, faculty, and staff have worked diligently to manage the crisis brought upon by COVID-19. The implications of this disease have called upon us to assist our community in ways we never could have imagined, reinvent education as we know it, and help our community face an uncertain future - all while providing for the educational, social, and emotional needs of more than 18,000 children.

While we may not have anticipated the arrival of this pandemic, we can be proud of the work we have done together to prepare to meet the needs of our students as we welcome them back to school. Despite an ever-changing landscape of recommendations, requirements, and considerations, the contributions made by the team of individuals who worked together to plan for health, safety, and instructional needs of our students - against the backdrop of the greatest global health crisis in modern history - cannot be understated.

It is with pride and deep gratitude that I present this plan, with the confidence that the safety and well-being of those who pass through the doors of our schools and buildings was front of mind in every decision it represents. Nothing will bring me more joy than the day that we can welcome all of our students back to school as we knew it - but until that time, I have every confidence that they will feel safe, loved, and well cared for simply because they are part of this excellent school district, no matter the distance that separates us.

Stay Well,



John J. Kopicki, Ed.D.  
Superintendent of Schools



# PROMOTING A SAFE AND CLEAN ENVIRONMENT

## Overall Approach

One of our key objectives, at all times, is to maintain a physical environment that is safe and healthy for our students and our staff members. Doing so requires complementary actions such as physical plant modifications, the actual act of cleaning and disinfecting, and student and adult behavior.

## Physical Modifications

From a physical modification standpoint, each district facility has been outfitted with Plexiglass barriers at select areas. An isolation area for anyone exhibiting COVID-19 "like" symptoms is located within each school nurse's office. Signage that reminds individuals to maintain social distancing and other safety measures is visible throughout the district, including, but not limited to hallways, cafeterias, libraries and offices.

## Hand Sanitizer/Washing

Freestanding hand sanitizer stations to supplement hand washing have been positioned at select areas and within all classrooms in our schools. Students and staff will be encouraged to wash hands frequently, especially before and after eating and using the restroom. The district has also posted signage about hand washing and social distancing protocols at key areas of buildings including corridors, restrooms, and entryways.

## Personal Protective Equipment (PPE)

Students will be required to wear face coverings as ordered by the commonwealth. A supply of PPE will be available for students should they need it. In addition, district faculty and staff will be provided with necessary PPE in keeping with the order. The district will maintain and monitor PPE to ensure an adequate supply to meet our needs.

## Cleaning Standard

The district's Facilities & Energy Management Operations Department (FEMO) is responsible for the daily cleaning and disinfection of all district buildings. Custodial staff have been trained on Centers for Disease Control and Prevention approved guidelines. Cleaning inspection checklists have been developed by the FEMO department, and all buildings are inspected for completion of all assigned tasks.

## High-Touch Surfaces

All district facilities will be cleaned and sanitized daily, with special emphasis placed on high-touch surfaces twice per day, including, but not limited to water filling stations, door handles/knobs, faucet/toilet handles, and railings. Student desks will be wiped between classes between groups. The FEMO team will utilize EPA approved disinfection supplies from our partners at Hillyard, and complete tasks as prescribed on "job cards" that outline specific steps for cleaning classrooms, restrooms, and other areas. Review job cards in the [CBSD Health and Safety Plan](#).

## Buses

Buses will be disinfected with the use electrostatic sprayers containing Vital Oxide on a weekly basis. Vital Oxide will be run through heater vents on all vehicles on a weekly basis. All "high touch" surfaces in buses will be cleaned twice daily with sanitizing wipes.



# PROMOTING A SAFE AND CLEAN ENVIRONMENT CONTINUED

## Face Coverings

While in school, students and staff members will be required to wear face coverings, as outlined within the commonwealth's [Order Requiring Universal Face Coverings](#). Face covering "breaks" will be provided throughout the day when proper social distancing is feasible.

## Ventilation

All district facilities are equipped with fully automated and electronically monitored heating, ventilation, and air conditioning (HVAC) systems. FEMO staff will ensure district HVAC systems are operating properly through ongoing maintenance and monitoring. Where possible, we will increase air exchanges and ventilation in classrooms and common areas using windows and the building automation system. More frequent HVAC filter changes will be scheduled for improved indoor air quality, and interior doors will remain open when possible to increase circulation of air flow.

## Screening and Self Reporting

One of the most important things everyone, students and staff, can do is stay home when they are sick. Families will monitor their child daily for fever and other symptoms of COVID-19 before sending them to school each day. As always, any student who becomes ill while in school will visit the nurse. It is also critically important for everyone to self-report if they have had known, direct exposure to a positive COVID-19 case. If a student or employee tests positive for COVID-19, they may not return to school until the following three criteria are met:

1. isolation restrictions dictated by the Bucks County Department of Health are lifted, AND
2. 10 days have passed since symptoms first appeared, OR if asymptomatic, 10 days since the date of their positive test, AND
3. once they are fever-free for 24 hours without fever-reducing medication

The individual will need to report directly to the health suite upon returning to school to be evaluated by the school nurse. A "flow chart," found on the next page, has been prepared to help families determine when to send their child to school.

## Promoting Good Health

We will promote and teach healthy hygiene practices such as hand cleaning and covering coughs and sneezes. Signs and posters encouraging these practices appear throughout our buildings. Administration, faculty, and staff will model and reinforce the importance of proper hygiene and staying socially distanced.

## Travel

Per the guidelines listed in the CBSD Health and Safety Plan, staff or students who travel to an area determined by the Pennsylvania Department of Health to have high infection rates will be required to self-quarantine for 14 days before returning to school or work.

## Limiting Exposure

The job of cleaning and the act of keeping our students healthy and safe will be aided by the fact that we will not permit anyone except students, staff, and identified essential visitors into our school buildings. No indoor facility usage by outside groups will be permitted while Pennsylvania remains in COVID-19 mitigation phases.

## DID YOU KNOW?

The [National Association of School Nurses](#) has produced a "Return to School" video series focused on health and hygiene. Our students will watch these short videos with their teachers; families may also find them helpful.

[Wearing Cloth Face Coverings](#)  
[Usar una Cubierta de Tela Para la Cara](#)

[Washing Your Hands](#)  
[Lavarse las Manos](#)

[Staying Home When You Are Sick](#)  
[Quedarse en Casa Cuando está Enfermo](#)



# Can My Child Go to School Today?

As always, if your child is sick (ie. fever/vomiting/diarrhea), they should remain at home to prevent the spread of infection.

**Answer the 2 questions in the blue boxes.**

Has your child been in close personal contact with an individual who tested positive for COVID-19?

**YES**

- Stay at home.
- Inform the school.
- Call your healthcare provider.
- Students must remain at home for 14 days from the date of last close personal contact with a positive individual.

**Notify the school if your child tests positive for COVID-19. The district will work with the Bucks County Department of Health to determine a safe return date.**

Does your child have 1 or more symptoms in **Group A** or 2 or more from **Group B**?

**Group A**

- cough
- shortness of breath
- difficulty breathing
- new loss of taste
- new loss of smell

**Group B**

- fever (100 degrees or higher)
- chills
- hot/cold flashes/shivering
- muscle pain
- headache
- sore throat
- nausea or vomiting
- diarrhea
- fatigue
- runny nose or congestion

**YES**

- Stay at home.
- Inform the school.
- Rest and recover.
- Call your healthcare provider if symptoms worsen.

## Return to School Criteria

Keeping your child home when they are sick will help reduce the spread of infection. If your child is experiencing symptoms that could be associated with COVID-19 (as outlined above), they may not return to school until the following 3 criteria are met:

- 1. Child has been fever free for 24 hours without the use of fever reducing medication,**
- 2. AND child has improved symptoms,**
- 3. AND at least 10 days have passed since symptoms first appeared, OR the date of a positive COVID-19 test.**

# OBJECTIVES OF THE ONLINE LEARNING ENVIRONMENT

## 100% Online Learning

The Central Bucks School District's Online Learning program looks, feels, and operates completely differently than the distance learning program that students experienced in spring of 2020. Our students have opportunities for live instruction and are fully assessed in their learning. Most importantly, it reflects the high standards of a Central Bucks School District education. All programming follows the district's curriculum and is taught by outstanding CBSD teachers.

While the blend of synchronous and asynchronous instruction varies depending upon what is developmentally appropriate for each grade level, students follow a daily schedule very similar to the regular school day. They participate in synchronous, live instruction with their teachers throughout the day. They also complete work independently. During this asynchronous independent time, the teacher or other staff may also work with students individually or in small groups to support their learning, and/or students may work with their peers. The ultimate goal is for the online environment to mirror the in-school environment as closely as possible.

## Special Education

District staff review IEPs, GIEPs, and 504 service agreements in the context of a virtual learning environment to ensure the delivery of a free and appropriate public education. Families of students who participate in the PASA test receive detailed communication from our special education office that outlines the in-person program option specifically designed for them.

## LINKS FOR MORE LEARNING

[Elementary Schedule - ONLINE ONLY](#)

## Attendance

Attendance is taken during each class and students are expected to follow the district's acceptable use policy guidelines and [Teams call etiquette](#). We expect students to participate daily, just as they would if they were in school. We encourage students to ask for help when they need it and access teachers during office hours.

## Social and Emotional Wellness

The social and emotional well being of our students will continue to be a significant focus as we seek ways to help students process and respond to the impact of the pandemic, the changes they will face when they return to in-school instruction, and the regular stresses of daily life. Principals, counselors, and teachers will work cooperatively to design lessons and other opportunities to address these important needs, while continuing to focus on the district's overall social and emotional wellness objectives.

## Learning Management Systems

The district utilizes Canvas as our K-12 learning management system. Parents and guardians may monitor student progress within Canvas. Secondary families may also monitor missed and upcoming assignments and students' grades within the parent portal. Finally, classroom teachers and/or the school will contact families to discuss individual student needs when appropriate, and families are encouraged to contact the classroom teacher or school to discuss concerns.

## DID YOU KNOW?



Parents/guardians can set up Canvas "observer" accounts in order to monitor assignments, grades, and more. There is both a web-portal and Canvas app. [Get the details on our website.](#)



# HYBRID LEARNING MODEL OBJECTIVES

## Hybrid Schedule

The district's hybrid model will stagger student attendance on Mondays and Tuesdays or Thursdays and Fridays. On days when students do not attend in-person, students will participate in live instruction with their classroom teachers. Some asynchronous instruction will also be planned, with students studying or completing assignments. Because none of the district's secondary buildings can accommodate all of our students at any given time, this is the only in-person program option available at the secondary level. At the elementary level, grades 1-6 teachers are assigned to teach traditional in-person, hybrid, or online models. At the secondary level, teachers will teach a balanced class that includes both online only and hybrid students.

## Wednesday Teaching and Learning

Wednesdays will consist of a full day of synchronous and asynchronous programming, social and emotional wellness programs, small group instruction, and individual student support.

## IEPs, GIEPs, and 504 Service Agreements

Regardless of attendance option, the district will work individually with families of students with special needs to provide programming that implements student IEPs, GIEPs, and 504 service agreements. Students with IEPs have additional options to attend more frequently. GIEPs will be implemented in each of the program choices.

CBSD will ensure that students are provided access to a free and appropriate public education and continue to receive related services while in the school. Environmental (e.g. smaller class size) and classroom supports will be provided for those children who may need assistance. Case managers will discuss individual student needs.

## Secure Interactive Livestreaming

Through interactive livestreaming, students will participate and join their class through Microsoft Teams. While some students are attending in-person, students at home will be able to actively participate. While not a replication of full in-person instruction, it does provide the students at home with maximum exposure to what is happening in the classroom on any given day.

## Engagement

Students joining from home will not be passive observers. Instead, they will have the opportunity to ask and answer questions, engage in discussions, and collaborate with their peers.

## Independent Practice

When students in class are engaged in independent learning, the teacher may turn off the camera while continuing to monitor all students at home. The teacher will be available to answer questions, provide support, and meet with individual students as all students work independently.

## DID YOU KNOW?



- At the secondary level, grab and go breakfast will be available to students in the morning at no cost. Middle and high school students will also take a break midday for a snack. Additional food to be consumed during the snack period will be available during the grab and go breakfast pickup for any secondary student who did not bring a midday snack.
- If your child must stay home for a period of time, and they are well and able to, they will participate in live instruction online and will not be marked absent for the day.

## LINKS FOR MORE LEARNING

### Schedules for First Days of In-Person Learning

- [Elementary](#)
- [Secondary](#)

# ELEMENTARY IN-PERSON TRADITIONAL MODEL

Elementary families whose children participate in the five-day in person traditional model will have students distanced at three feet when in class, more when feasible. Students who participate in this model will have different teachers than those who participate in the hybrid or online-only models.

## LIMITING STUDENT AND STAFF MOVEMENT

At both the elementary and secondary levels, traffic patterns will be enforced within the hallways and stairwells to limit contact among individuals. Signage promoting social distancing has been installed in the classrooms, restrooms, hallways, and other communal spaces for both staff and students to remind individuals to limit clustering.

**Elementary** - At the elementary level, specials will be held in home classrooms to reduce the use of shared spaces and to minimize transitioning in the hallways. The use of cubbies will be prohibited. The master schedule will be designed to reduce the intermixing of students and staff, to promote social distancing, and to allow for movement breaks. Classrooms will be assigned to specific restrooms.

**Secondary** - Students will be offered a grab and go lunch at dismissal. Traffic patterns will be established in the hallways and stairwells. Visuals may include a middle divider, arrows directing traffic, and one-way hallways and stairwells where possible. Locker use will be prohibited. Congregating in common areas will also be prohibited. Restroom use between classes will be discouraged. Classrooms will be assigned to specific restrooms.

## SOCIAL DISTANCING OF STUDENTS AND STAFF

Staff will be distanced from students by a minimum of six feet. Students will be distanced by a minimum of three feet (more where feasible) or six feet, depending on the model selected.

- All desks will be spaced three to six feet apart depending on the model, more where feasible
- Students will be assigned seating in the classrooms, cafeteria, and on busses (where feasible)
- All desks will face the instructor
- All other furniture is removed from the classroom except for the teacher's desk
- Alternate instructional spaces may be utilized when necessary to promote appropriate distancing

## BREAKFAST AND LUNCH PROGRAM

**Elementary** - A meal consisting of an entrée meeting grain and protein requirements, fresh fruit, fresh vegetable, and a milk will be offered at no cost at this time. Other items will be available for purchase. Grab-and-go breakfast will also be available to all students at no cost at this time.

- On days when Hybrid Group 1 and 2 students are online, meals will be available for pickup at each of our three high schools on Mondays and Thursdays, from 10:30 a.m. until 12 p.m. The student does not need to be present at pickup.

**Secondary** - All grab-and-go meals (a meal consisting of an entrée meeting grain and protein requirements, fresh fruit, fresh vegetable, and a milk) will be offered at no cost at this time.

- On Monday, Tuesday, Thursday and Friday mornings, a free breakfast will be provided for all students at each school. Additional food will be available in the morning if students need it for their snack times. (A snack and wellness break will take place at 10:35 a.m. at the middle schools, and at 10:09 a.m. at the high schools.)
- On Monday, Tuesday, Thursday, and Friday afternoons, a free grab-and-go lunch will be provided upon dismissal at a location determined by each school. Consumption of grab-and-go lunch will not be allowed on buses. Students will eat lunch when they arrive home after washing hands.

# BUILDING SCHEDULES

## Elementary Daily Schedule - Hybrid and 5-Day

In order to accommodate student transportation, students enrolled in the 5-day traditional and hybrid program models (including those who participate in the PASA exam) will attend school according to the following schedule.

### Elementary School A

(Bridge Valley, Cold Spring, Doyle, Gayman, Jamison, Mill Creek, Pine Run, and Titus)

- Grades 1-6: 8:35 a.m. – 2:15 p.m.
- AM Kindergarten: 8:35 a.m.– 10:55 a.m.
- PM Kindergarten: 11:55 a.m. – 2:15 p.m.

### Elementary School B

(Buckingham and Kutz)

- Grades 1-6: 8:50 a.m. – 2:30 p.m.
- AM Kindergarten: 8:50 a.m. – 11:10 a.m.
- PM Kindergarten: 12:10 p.m. – 2:30 p.m.

### Elementary School C

(Barclay, Butler, Groveland, Linden and Warwick)

- Grades 1-6: 9:05 a.m. – 2:45 p.m.
- AM Kindergarten: 9:05 a.m. – 11:25 a.m.
- PM Kindergarten: 12:25 p.m. – 2:45 p.m.

## Elementary Daily Schedule - Online Only

With the exception of kindergarten, the daily schedule for ALL CBSD elementary schools (A/B/C schools) will be as follows. This schedule is in effect only for those students enrolled in the online-only program model.

### Elementary School A/B/C -

- Grades 1-6: 9:00 a.m. – 2:45 p.m.
- Kindergarten - Will follow the hybrid/in-person A/B/C schedule as above.

## Secondary Daily Schedule - Hybrid and Online-Only

The dismissal time will be the same for all secondary students (hybrid and online only) – including those students who participate in the PASA exam.

**PLEASE NOTE:** The dismissal time has been modified in order to allow students time to purchase a “grab and go” lunch before boarding buses and departing for home.

- Middle Schools – 7:30 a.m.-1:30 p.m.
- High Schools – 7:25 a.m.-1:30 p.m.
  - AM MBIT: 7:30 a.m.– 9:30 p.m.
  - PM MBIT: 11:00 a.m. -1:00 p.m.
- [Download MS/HS Hybrid Bell Schedule](#)

### Hybrid Attendance Days



Please note which Hybrid group your child is assigned to. Children who are enrolled in the same program model choice who live in the same household are assigned to the same hybrid days.

Find your child's hybrid group assignment on the PDF version of the schedule under “Documents” on the left-navigation bar in the parent portal.

This informs which days they will attend in-person classes.

- **HYBRID 1** students attend school in-person on Mondays and Tuesdays, and online on Wednesdays, Thursdays, and Fridays
- **HYBRID 2** students attend school in-person on Thursdays and Fridays, and online on Mondays, Tuesdays, and Wednesdays.
- **HYB4** - Students with IEPs who opted for the 4-day in person plan.



# PREPARATION FOR A NEED TO CLOSE SCHOOLS

## A Decision to Close Schools

The decision-making process to make modifications to available programs will be based on guidelines and recommendations set forth from the Pennsylvania Department of Health, the Bucks County Department of Health, and the CDC. This will include any transition between red, yellow, and green mitigation phases, ordered by the commonwealth.

The superintendent will communicate with the school board, CBSD staff, and the community to share specific plans regarding a closure or modifications. Factors would include, but would not be limited to:

- State or county decision to transition between “Red, Yellow and Green” or “Red Phase”
- Recommendation of Bucks County Health Department based on cases in local community
- Number of reported cases to individual schools or district entity
- Number of professional and support staff unavailable due to variety of factors

## Preparedness

When schools reopen, all students and staff are to operate under the assumption that we could close on any given night and not have access to a building(s) in the morning (and possibly for an extended period of time).

## Action Steps

Central office administrators will be prepared to communicate accordingly should closure at a moment's notice become a very real possibility. In doing so, they will provide consistent and clear guidance about expectations of the process to parents and staff.

The announcement of any closure will be issued quickly and accurately to all faculty, staff, and families. Employees will be prepared to execute a virtual learning plan for all grades.

## Student Belongings

Students are asked to take home any essential supplies and equipment on a nightly basis. To assist in this effort, all staff members are to prepare their students to smoothly transition from in-person to virtual learning. This entails keeping digital content and lesson plans updated and instructing students on any physical materials that should be brought home with them.

## Culture of Readiness

A culture of readiness will be developed and encouraged at all levels of the organization, including administrators, faculty, and staff.

## Food Assistance

If schools are closed for an extended period, the district will initiate a program for families in need of food assistance.



# QUESTIONS AND ANSWERS

**When students return to school, these health and safety protocols and procedures will be new to them, how will schools help students be successful in learning and practicing this?**

Principals and classroom teachers will spend time communicating, modeling, and discussing these new protocols. Students will be encouraged to ask questions and share their concerns, just as they would with any new process. At the elementary level, a similar process will take place. Students who struggle will be supported – and the necessary time will be afforded to help children and families understand expectations. Flexibility is key – and our teachers are expert in helping students become comfortable with change and establishing norms.

**Will students who vacation or travel to states listed on the commonwealth's "quarantine list" be required to quarantine when they return to Pennsylvania?**

Yes, per the guidelines listed in the district's health and safety plan, students or staff returning from states listed on the commonwealth's website will be required to self-quarantine for 14 days before returning to school or work.

**What type of tolerance will the district and its employees permit to those students who are not following directives? Has the district developed any consequences for students who break protocols?**

We will communicate expectations and group norms at the start of the year, and handle issues that arise in a confidential, case-by-case manner.

**What is the policy/procedure regarding face coverings for staff and students?**

CBSD will follow the commonwealth's most recent Order Requiring Universal Face Coverings. All staff and students will be required to wear a face mask or face shield throughout the school day and on school vehicles.

**What is an acceptable face covering?**

As defined by the Commonwealth's Order Requiring Universal Face Coverings, "face covering" means a covering of the nose and mouth that is secured to the head with ties, straps, or loops over the ears or is wrapped around the lower face. A "face covering" can be made of a variety of synthetic or natural fabrics, including cotton, silk, or linen, and, for the purposes of the order, can include a plastic face shield that covers the nose and mouth. "Face coverings" may be factory-made, sewn by hand, or improvised from household items, including but not limited to, scarves, bandanas, t-shirts, sweatshirts, or towels. N95 respirators should be reserved for appropriate occupational and health care settings.

**Who is exempted from the universal face covering order?**

Per the commonwealth's public health guidance for schools, "Children two years and older are required to wear a face covering unless they have a medical or mental health condition or disability, documented in accordance with Section 504 of the Rehabilitation Act or IDEA, that precludes the wearing of a face covering in school. Accommodations for such students should be made in partnership with the student's health care provider, school nurse, and IEP/504 team."

**If a student or staff member tests positive for COVID-19, what are the criteria for returning to school or work?**

A student or staff member who tests positive may return to school or work when:

- isolation restrictions dictated by the Bucks County Department of Health are lifted, AND
- 10 days have passed since symptoms first appeared, OR if asymptomatic, 10 days since the date of their positive test, AND
- once they are fever-free for 24 hours without fever-reducing medication.

**Will students be permitted to use the restroom?**

Students are permitted to use the restroom. Use between classes is discouraged. All restroom use will be limited to one student out of class at a time and classrooms will be assigned to use specific restrooms.

**How will the district accommodate students that have an IEP/GIEP/504 service agreements?**

CBSD will ensure that students are provided FAPE and continue to receive access to related services while in the school. Environmental (e.g. smaller class size) and classroom supports will be provided for those children who may need assistance. The majority of accommodations in 504 service agreements can be implemented in any of the three models. Any necessary changes to the plan will be individual and specific to the identified disability on the service agreement. GIEPs will still be implemented in whatever format is chosen. Your child's GIEP case manager will explain any differences in course expectations.

**When will program model changes be accepted?**

We are asking that families remain in their selected program model until the end of the secondary first marking period on Tuesday, November 10, 2020.

**If elementary families choose to migrate to a different program on November 10, might they be assigned to a different teacher or school?**

Yes, this is possible. Administrators will work to ensure that classes are balanced.

**My student's device needs repair. What should we do?**

We are offering "drive-thru" tech support for any broken devices. You may submit a support ticket and someone will reach out to you via email to get you started. Learn more at [www.cbsd.org/ito1](http://www.cbsd.org/ito1).

## LINKS FOR MORE LEARNING

The district's question and answer page is updated regularly at [www.cbsd.org/help](http://www.cbsd.org/help).

Tips for masking properly - [FLYER](#)

# COMMUNICATIONS

## Commitment

Effective and ongoing communications will play a critical overarching role. To that end, Central Bucks will implement focused communications to help staff, students, and families stay informed.

## Communications Strategies

- We will continually update the Return to School 2020-21 area of our website.
- We will send regular updates to families throughout the school year in order to keep everyone fully informed.
- We will continually update the question and answer page at Return to School 2020-21, accessible directly at [www.cbsd.org/help](http://www.cbsd.org/help).
- In consultation with the Bucks County Health Department, the district will provide clear, consistent communication to notify families of COVID-19 case management that aligns to PA DOH/CDC resources, guidelines, and recommendations.

## Positive Case Notification

1. All necessary information will be reported to the Bucks County Health Department, which will administer the contact tracing process.
2. Individuals who came into close personal contact with the positive case will be notified and advised when they may return to school.
3. The affected school community will receive an email notifying them of the positive case.
4. All positive COVID-19 cases will be listed on the district's website

## Communication Goals

1. Issue timely information to families, staff, and key community partners.
2. Keep all important information (approved plans, presentations, etc.) in a central location on the district's website at [www.cbsd.org/2020-21](http://www.cbsd.org/2020-21).
3. Use multiple modalities for message dissemination (e.g., email, text messaging, mobile app, website pop-up messaging, social media notification) to communicate critical information .



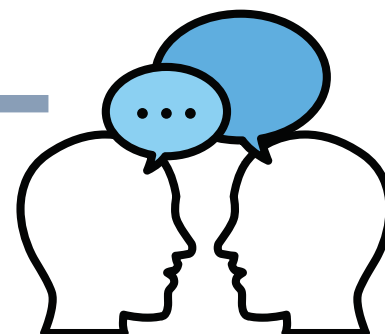


# CONTACT INFORMATION FOR MORE HELP

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## **General Email Questions: [information@cbsd.org](mailto:information@cbsd.org)**

Questions sent to this address will be answered via return email, directed to the appropriate district staff for response, and/or contributed to the online question and answer page to benefit all.



## **Questions about Your Child's Educational Progress**

Parents and guardians are always encouraged to contact their child's teacher first with any questions or concerns about your child's educational progress.

## **Special Education Questions**

Families of students with special needs are encouraged to contact special education department staff. A list of staff and contact information may be found on the district's website at [www.cbsd.org/specialeducation](http://www.cbsd.org/specialeducation).

## **Superintendent of Schools**

Superintendent Dr. John J. Kopicki may be reached by sending email to [jkopicki@cbsd.org](mailto:jkopicki@cbsd.org) or by calling 267-893-2000.

[www.cbsd.org/2020-21](http://www.cbsd.org/2020-21)

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