

August 18, 2020

Dear ETJ Families;

It is hard to believe the 2020-2021 school year is just around the corner. With only a few weeks left of summer vacation, staff have been working extremely hard on finalizing our reopening plan. As you know from Dr. Semmel's emails, we will start the school year in the hybrid model (Plan B). I have included a link in this letter that will provide you with additional information regarding the plan that is specific to ETJ. Please be advised that the plan is subject to change as we receive recommendations and guidance from the State Department of Education as well as the Department of Public Health (DPH).

If you have not completed the Parent Survey, please consider doing so in the near future. I am relying on the information from the survey to create groupings and student schedules. Once I receive the results, then I will share information regarding student placement.

Please take some time with your student and together review the list below of important information that will help you and your student successfully transition into the school year and remain safe and healthy.

Arrival Times:

The school day begins at 7:50 AM and ends at 2:30 PM. It is recommended that your student arrive no later than 7:40 AM to allow sufficient time to transition into the school day. If your student is going to be absent from school, please call our attendance line by 8:00 AM (860) 314-2790. It is vital that your student attends school regularly, arrives on time, and remains in school until the end of the school day. It is imperative that doctor appointments, vacations, etc. are scheduled after school hours, on weekends or during school vacations (please refer to the district calendar located on the school website).

Student Drop Off and Pick Up:

Students may be dropped off between 7:35 AM and 7:48 AM. To increase the safety of the driver and passengers, please enter and exit the campus via Charles Street. Only buses may enter the front parking lot between 7:15 – 7:50 AM. You can access Charles Street via route 6, drive past the school, turn left onto Hillside Avenue, and then left onto Charles Street Extension. Students should remain in their vehicles until they arrive at the designated drop off area or when they are instructed to depart by a staff member.

Students should not arrive before 7:35 AM unless they have permission from a staff member and have an arranged meeting time. Parents may pick their student up after 2:30 PM. Parking for student pick up will take place on Charles Street. Please abide by the "no parking" signs.

Students who walk or ride their bikes or scooters to and from school should remain on the sidewalks, utilize the crosswalks, and follow the rules of the road. All scooters and bikes should be secured at the red bike racks and combination locks are recommended.

Electronic Devices/Cell Phones:

In order for students to focus on their learning we must intervene and limit as many day-to-day distractions as possible. Therefore, students are expected to turn off and place any and all electronic devices, with the exception of their chromebooks. Students may use their phones before 7:50 AM and after 2:30 PM. To maintain the privacy and respect of others, students are not allowed to record or take photos of staff or peers during school or at school sponsored events/activities.

Dress Code:

ETJ has a dress code, which can be found in our student handbook. The handbook may be accessed on the school website. The warm weather will remain with us for several weeks after the start of school and I ask that you support our policy on appropriate attire.

Important Dates:

Thursday, September 3rd: Half Day (12:00 PM), for students in Group A (lunches will not be served)
Friday, September 4th: Half Day (12:00PM) for students in Group B (lunches will not be served)
Monday, September 7th - Labor Day. No School
Tuesday, September 8 – A Day
Wednesday, September 9 – A Day
Thursday, September 10 – B Day
Friday, September 11 – B Day
Monday, September 14 – A Day
Tuesday, September 15 – A Day
Wednesday, September 16 – Follow Wednesday at home learning schedule (school buildings are closed)
Thursday, September 17 – B Day
Friday, September 18 – B Day
Monday, September 21 – Back to Plan A.

From the Nurse's Desk:Medications

Medications to be administered in school must be brought in by an adult in the original container and with a medication form completed by your student's physician and parent/guardian. This includes over the counter medications such as Tylenol/Motrin. Medication forms are available online or in school. Due to the pandemic, please call Mrs. Dutkiewicz to arrange a specific time to exchange your student's medication and/or forms.

Should your student become ill during the school day, he/she should report to the nurse. The nurse will assess your student's health and she along with your child will determine whether or not leaving school is necessary. At that time a parent/guardian will be contacted. If you receive a text from your student requesting to be picked up from school, please call the school nurse..

State law requires complete primary immunizations and health assessment by a legally qualified medical practitioner for any and all incoming 7th grade students. An updated physical must be on file or verification of a scheduled appointment with the physician is required prior to September 3, 2020. If you have any questions, please call Mrs. Dutkiewicz at 860-314-2791.

Sports Physicals:

If your student is interested in participating in a sport, a current physical (within 1 year) must be on file at school. Physical forms can be accessed on the district website. Tryouts for fall sports (girls' volleyball,

girls' and boys' soccer, & girls' and boys' cross country) will be scheduled after the CIAC allows fall sports to resume. More information will be provided via email within the next few weeks.

School Lunches & Breakfast:

Lunches will be served everyday except on scheduled half days. Students who were approved for free or reduced breakfast/lunch last year will be eligible for the first month of school. Please complete the new applications for the 2020-2021 school year and submit them to the main office. In addition, breakfast will be available everyday to all students between 7:35 AM-7:45 AM.

PowerSchool Parent Portal and Returning Student Registration (PowerSchool Enrollment):

Please update your student's registration information for the new school year. This may be accomplished online by accessing the PowerSchool Parent Portal and then by clicking on the **Returning Student Registration link**. Should you encounter any difficulties, please email technology support at: support@plymouth.k12.ct.us. If you have an existing PowerSchool account then your login and password remain the same. You will have the option of purchasing chromebook insurance through the Returning Student Registration.

Chromebook User Policy:

More information will follow in the coming days.

School Involvement:

There are many opportunities to get involved with your student's education. We recommend reviewing your student's progress on PowerSchool on a weekly basis, actively joining the Parent Teacher Association, and updating your student's registration information so you may receive correspondences and weekly updates. Although after school clubs and sports have been temporarily suspended, I suggest you encourage your student to get involved in the school community when they do reconvene.

Electronic Communication:

As part of our ongoing process of improving home – school communications, we will continue our paperless approach which includes student handbook, student registration forms, health forms, **and all notices**. Due to the growth in electronic communications, i.e. smartphones and home computer use, we have found this to be the most effective and preferred form of communication. PowerSchool provides up-to-date information on student performance; therefore, we will continue our current practice and remind you via email and text when you may review your student's mid-term and trimester grades. Hard copies of any forms can be made available upon request.

Please click [here](#) for additional information on Plan B that includes details on our safety procedures and protocols.

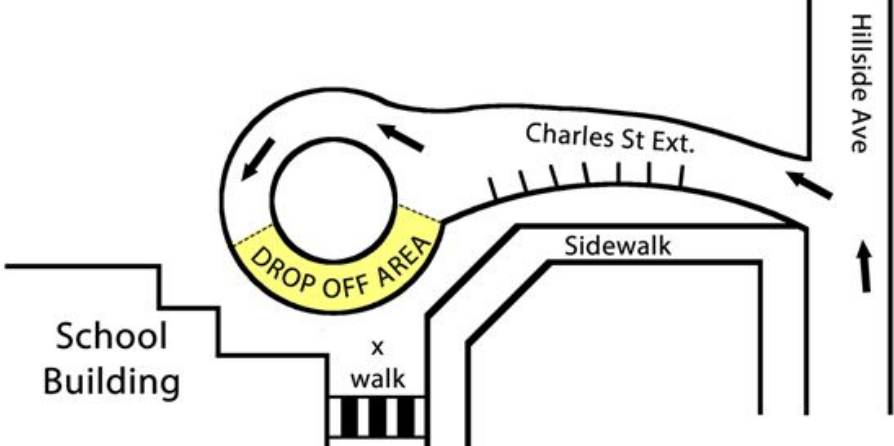
I am excited about the school year and my staff and I are looking forward to working with you. Please contact us if you have questions related to safety protocols, school policies and procedures, or any other concerns by calling 860-314-2790, visiting our website www.etj.plymouth.k12.ct.us, or email me directly at suffridgea@plymouth.k12.ct.us.

Respectfully,
Angie Suffridge
Principal

Student Drop Off and Pick Up Guidelines

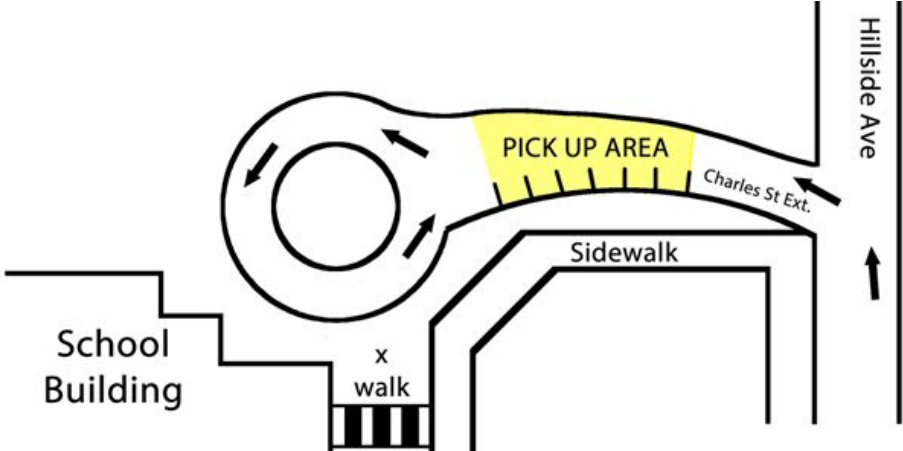
Student Drop Off

Students may be dropped off between 7:35 AM and 7:49 AM by entering the campus via Charles Street Extension. To access Charles Street Extension from North Main Street; drive past the school, turn left onto Hillside Avenue and then left onto Charles Street Extension. **Students should remain in their vehicles until they arrive at the designated drop off area or instructed to depart by a staff member.**



Student Pick Up

Students will be dismissed at 2:30 PM. While waiting for your student, please pull forward and park near the curb. When students are dismissed, they will depart from the building and walk on the sidewalk toward Hillside Avenue. Students will be permitted to enter their vehicles near the sidewalk; closest to the baseball field. To ensure the safety of our students and passengers we ask that you enter and exit the parking lot carefully. We also want to remind you to watch the oncoming traffic coming down the hill on Hillside Avenue.



Access to the rear of the building will be for morning and afternoon pick up only. A gate will remain closed on weekends, before, during, and after school hours except for the times provided above. Students arriving to school after 7:50 AM or leaving school prior to 2:30PM can enter the front parking lot, park in the visitor parking space, and use the main entrance.