



## ***Burch Charter School of Excellence***

*100 Linden Avenue, Irvington, NJ 07111*

*(973) 373-3223*

*Dr. Jeff White, Chief School Administrator*

*Mr. Timothy Simmons, Vice Principal*

*Ms. Jennifer Stein, Vice Principal*

November 9, 2020

Dear Burch Parents/Guardians,

We hope that you are all safe/well and healthy. We appreciate your patience and cooperation throughout the global health crisis that has impacted our school community since March 2020. Throughout the summer and fall our Board of Trustees, the Re-opening Taskforce and our administrative team have been working diligently to ensure that we provide a safe and secure learning environment for our staff and scholars to return to school.

Based on the available science and data, we have changed our “reopening plan.” As such, we have decided that on November 30, 2020, we will stagger returning to school of Tier 2, Tier 3, and Special Education scholars. Tier 2 and Tier 3 students require additional academic intervention. Siblings will be placed in the same cohort. Letters will be mailed home to Tier 2, Tier 3, and Special Education scholars’ parents/guardians notifying whether their scholar will be attending in-person instruction starting November 30, 2020. If your child is not identified in any of these groups, in-person instruction will begin January 25, 2021.

**Mondays and Tuesdays - Cohort A**

**Wednesday and Thursdays - Cohort B**

**Fridays will continue to be asynchronous days for all scholars.**

**The school day will take place from 7:50 AM - 12 PM. Arrival time for scholars in Grades K-2 will be at 7:50 AM and scholars in Grades 3-5 arrival time on campus is at 7:55 AM.**

**Please see the below schedule for the staggered entrance/dismissal points.**

Grade	Entrance Point	Dismissal Point
K	Cafeteria Exit/ Courtyard	Cafeteria Exit/ Courtyard
1	Main Entrance/ Linden Avenue	Main Entrance/ Linden Avenue
2	Gym Entrance/ Petzinger Avenue	Gym Entrance/ Petzinger Avenue
3	Cafeteria Exit/ Courtyard	Cafeteria Exit/ Courtyard
4	Main Entrance/ Linden Avenue	Main Entrance/ Linden Avenue
5	Gym Entrance/ Petzinger Avenue	Gym Entrance/ Petzinger Avenue

Please take note that breakfast and lunch will not be served during the day as in the traditional school day. Breakfast and Lunch “Grab and Go” bags will be provided to scholars who are present for the day. Our Grab and Go program will continue to run from 8am-12pm for our remote students.

Scholars will be required to wear masks, practice social distancing, and regularly wash their hands as per local, state, and Centers for Disease Control (CDC) guidelines. Upon arrival to school, scholars' temperatures will be taken and each day parents must complete a health screening survey for their scholar prior to entrance to school. If a scholar does not pass the temperature check (temperature measured above 100.1 °F) and the parent has not completed the health screening survey, the scholar will not be permitted to enter the building.

Thank you as always for your partnership and support of Burch Charter School of Excellence. If you have any questions, please do not hesitate to contact me directly at the school.

Respectfully,

*Dr. Jeff White*

Dr. Jeff White  
Chief School Administrator