



# West Side Career and Technology Center

75 Evans Street • Pringle Borough • Kingston, PA 18704-1899

Phone (570) 288-8493 • Fax (570) 714-2210

---

Dear Parent/Guardian,

As we enter the final month of summer break, many members of our school community have an important decision as it relates to school programming for the Fall of 2020. Since the school closure in March, we have poured through information released from the CDC and Pennsylvania Department of Health as it relates to best practices and approved safety protocols. We realize knowledge regarding COVID-19 is constantly changing as new information and treatments become available.

West Side CTC has diligently reviewed those protocols in anticipation of our return to a five day a week in-person instructional mode. We understand given the unknowns of the pandemic we may be forced to pivot at any time. The described 5 day a week in-person mode may change during the school year based on provided information. To help our stakeholders understand safety protocols being implemented I included highlights of how West Side CTC plans to decrease the risk of exposure for our students and staff.

## School Safety Protocols and Updates

- Masks will be provided by West Side CTC – cloth masks and face shields to every person
- Maintenance/Custodial department training by a third party firm specializing in sanitation and disinfection
- Intensify cleaning, disinfection, and ventilation
- Promote frequent hand washing/sanitizing (20 seconds with warm water and soap)
- All persons will complete an at home health screening
- Water fountains turned off- students/staff encouraged to bring bottled water
- Cafeteria seating to provide approved social distancing protocols
- Isolation space for Nurse Suite
- Directional signage for hallway traffic
- Staggered dismissal time
- Sanitizer stations provided throughout school hallways, classrooms, and common areas
- Large spaces made available for proper student spacing

Lastly, the steps found above will need to be followed on a daily basis. I ask that you encourage your student to follow the safety protocols being implemented. Additional information can be found on the American Academy of Pediatrics website (web address found below) that helped assist in our planning.

<https://services.aap.org/en/pages/2019-novel-coronavirus-covid-19-infections/clinical-guidance/covid-19-planning-considerations-return-to-in-person-education-in-schools/>

Respectfully,

Mr. Richard Rava  
WSCTC Principal/Assistant Director