

# ENGLEWOOD ON THE PALISADES CHARTER SCHOOL

**ANTHONY BARCKETT, M.ED.**  
DIRECTOR

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**DR. SHIRL BURNS**  
PRINCIPAL

July, 2021

Dear EPCS Parents:

We hope you are enjoying your summer! On behalf of the entire Englewood on the Palisades Charter School (EPCS) Staff, Administration and Board of Trustees, we would like to take this opportunity to welcome all of our new and returning students and families to the 2021-2022 school year. As always, we are looking forward to developing and maintaining a productive partnership with you to ensure that our students work hard towards achieving their highest academic potential while we re-establish our everyday routines, rebuild the resiliency of our school community, support the social and emotional development of our students, and protect the health and overall well-being of our students and staff.

In preparation for our upcoming school year unlike any other; we are preparing to open our school doors for full day in-person learning for the 2021-2022 school year. It is our expectation that this will be done by following the guidance that we receive now, and those that we anticipate prior to the opening of school in September.

We are following guidelines from the State of New Jersey and Governor Murphy, the Center for Disease Control and Prevention (CDC), health and safety guidance from the New Jersey Department of Education (NJDOE) and the New Jersey Department of Health (NJDOH). These agencies will help us to create, and maintain a healthy and safe environment for our students, teachers, and staff.

As per the New Jersey Department of Health, the COVID-19 NJ Activity Level Report for the week ending July 17, 2021, report that Statewide, and in the North East region, the current activity level is Moderate and the Positivity Percent is 2.69.

For the city of Englewood, the following data has been made available from the Englewood Board of Health. From July 1<sup>st</sup> to July 26<sup>th</sup>, there were 46 new COVID-19 cases in Englewood, with an average of 1.8 new cases per day. There were no hospitalizations recorded during this time period.

From March 2020 to July 26, 2021, there were 3,126 confirmed cases of COVID-19 and 78 COVID-19 related deaths. The last Englewood death occurred on April 23, 2021. As of July 19, 2021, Englewood has a COVID-19 vaccination rate of 79%, Bergen County is at 77%, and the state of New Jersey is at 71%.

Moving forward, we must keep in mind that the corona virus is unfortunately not new to us. However, opening a school during a pandemic requires us to use some of our experiences to draw upon, as we continue to use the data and convert EPCS into a safe and healthy school for all. To be able to provide a safe environment for everyone, it has been determined that some changes will have to be implemented by us, and our students and families will have to fully participate.

Please take the time to read some of the important changes for the 2021 - 2022 school year listed below.

**SchoolPass Wellness App:**

Each morning, parents will complete the SchoolPass Wellness App by taking their child's temperature and answering a few questions. A child with a temperature of 100.4 or higher will not be allowed to attend school that day. School personnel will take the temperature of arriving students while they are in the car, and check to make sure that the information on the wellness app has been completed and verified. Please see attached flyer concerning monitoring your child for signs of illness. Additional information about SchoolPass will be made available during the month of August.

**Face Masks: All students, teachers, staff and visitors will be required to wear face masks.**

Face masks are proven beneficial in preventing the transmission of COVID-19, in addition to using other preventive measures. Tightly woven masks, in two or three fabric layers, are most effective. Masks must be clean. Masks must be worn at all times, except when physically eating lunch. Please send your child to school with **two** masks. Please refer to the attached flyer for more detailed information.

Any individual who has difficulty wearing a CDC approved facial covering due to a medical condition must provide documentation from a physician for an accommodation to be considered.

**Physical Distancing:** As per the current data, and serving students under the age of 12 who are not eligible for vaccination at this time, we will begin our school year practicing physical distancing of 3ft to the extent possible. In all areas, students, staff and visitors will be expected to maintain social distance practices throughout the school.

Students will be assigned seats in their classrooms and cafeteria for lunch and social distancing will be in effect. Students will not be able to leave their seat in the classroom or cafeteria without permission from the teacher or a supervising adult.

EPCS require students that are bused or take a van to school, to practice social distancing while being transported to and from school. All students must also wear their mask while on the school bus at all times.

**Hand Hygiene/Respiratory Etiquette/ Cleaning Practices:**

EPCS will continue to teach and reinforce proper hand hygiene to our students.

Students will be required to sanitize or wash their hands for at least 20 seconds at intervals during the school day and always after using the bathroom, blowing their nose, coughing, and/or sneezing.

EPCS has purchased hand sanitizers that will be located at each entrance/exit of the building, cafeteria, and in each classroom and office to ensure proper hand hygiene.

EPCS has also purchased air purifiers to enhance ventilation in each classroom, and office. All classrooms and offices also have air conditioners and some have windows to also support the ventilation system.

Throughout the day our facility team, instructional and non-instructional staff will routinely clean and disinfect surfaces and objects that are frequently touched or shared (e.g. doorknobs, light switches, counter/desktops, classroom manipulative etc.).

Nontoxic electrostatic sprayers will be used throughout the day, when possible, and in the evening to clean and sanitize all classrooms, handrails, lockers, and highly traveled/common areas.

**Breakfast and Lunch: All students will receive free breakfast and lunch until further notice.**

***Breakfast***

In an effort to eliminate a number of large gatherings of our students, breakfast will no longer be served in the cafeteria. On Mondays, all students will have a free breakfast in their classroom upon arrival to school during the first fifteen minutes of school. On Monday through Thursday afternoons, all students will receive a “**Grab and Go**” breakfast to take home. This will allow all of our students to have breakfast at home on Tuesdays through Fridays.

**Arrival Procedure: Contactless curbside arrival. There will be no early arrival program for our students at this time.**

In the past we always provided our families a free early morning program. Due to the continued outbreak of COVID-19, at this time, we will not offer an early morning drop-off program. All students will not be able to enter the school building until 7:50am.

***Elementary and Middle School Arrival Procedure***

Students will be dropped off no earlier than 7:50am, and sent directly to their classrooms. Vehicles would only be able to enter from the Demott Street entrance.

- Parents/Guardians will come down Prospect Street, and make a left onto Demott, enter the parking lot and drive along the school to Door #1.
- Kindergarten through 5<sup>th</sup> grade students will get out of the car and enter the building through Door #2 and;
- 6<sup>th</sup> through 8<sup>th</sup> grade students will enter through Door #2.
- Vehicles will turn left at Door #1, and then make another left to exit the lot from the Demott street side.
- Hand sanitizer stations will be at the entrances for students to use upon entering the building.

***Van, Bus, and Walking Student Arrival Procedure***

Students who walk to school will enter through the front of the building on West Demarest Avenue. Vans and buses will drive through the circle driveway and students will enter through the gym doors (front of building). Hand sanitizer will be set up for students to use upon entering the building.

**Dismissal Procedure: Contactless curbside dismissal.**

***Elementary and Middle School Dismissal Procedure***

Parents who are picking up students by car will enter the parking lot the same way they do during Arrival. They will use the School Pass app to notify the teachers that they have arrived. Teachers will then dismiss the students from the classrooms and the students will walk outside. A security guard will remain in the hallways to maintain social distancing.

***Bus, Van, or Walking Students***

Students who take the bus or van will be dismissed from the front doors (gym) by the circle.

Middle school students with younger siblings for walking/pick-up will meet in the gym. Students picking up a sibling will notify the security guard and they will then notify the teacher of the sibling through SchoolPass for the teacher to dismiss.

**Modified Uniform Policy: Students must dress appropriately.**

It has been a tradition at EPCS that our students would wear uniforms to maintain a wholesome learning environment that will contribute to academic achievement. Due to the circumstances that we are presently facing, we are not asking our parents to invest into the total cost of a uniform for their child(ren) at this time. However, we are asking parents to send their child to school dressed as per the enclosed school dress code.

**Elementary School:** Please refer to the enclosed document. No leggings for girls.

**Middle School:** Please refer to the enclosed document. No leggings for girls.

**Summer Reading Book Report:**

The **Summer Reading Book Report** is due the first day of school. This assignment counts as a test grade. Please review your child's **School Supplies List** and make sure that all items are labeled with your child's name.

We would like to express our thanks to our teachers, and our staff who have worked hard for our students' safe return. We would also like to express our gratitude to you for your continued support during this challenging time.

**Afterschool Program:**

In an effort to support the needs of our families, EPCS will be having an Afterschool Program that will be scheduled to start on Monday, September 20, 2021. Due to the number of precautions that must be taken for the health and safety of our students and staff, we will be limiting the number of students that will be participating in our program.

Our Afterschool application will be emailed to you the week of Monday, August 2<sup>nd</sup> or it can be found on our website. In a separate email we will be informing you of the Afterschool registration dates and time. We are asking all interested parents to submit their child's application and required two week payment to the main office at that time.

If you have any questions, please contact the office at 201-569-9765.

Looking forward to seeing you in September!



Mr. Anthony Barckett, Director



Dr. Shirl Burns, Principal

**Attachments**

Wearing of Masks

Assessing Illness

Student Drop off/Pick Up Zone

School Uniforms- Elementary and Middle School

2021-2022-School Calendar

# Englewood on the Palisades Charter School



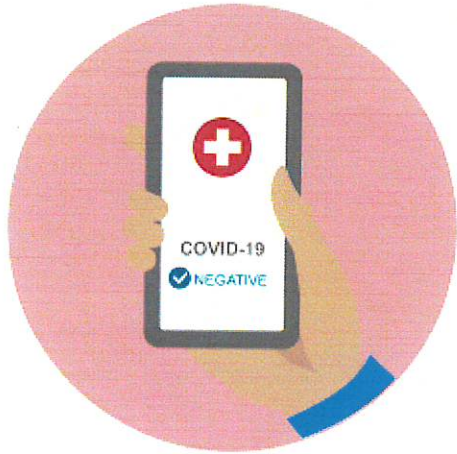
Attention EPCS Parents,

In order to provide the safest environment for everyone, all students and staff will be required to wear face masks for the 2021-2022 school year. Masks are proven beneficial in preventing the transmission of COVID-19, along with social distancing guidelines. The following principles apply to the use of masks in schools:

- The most effective fabrics for cloth masks are tightly woven such as cotton and cotton blends, breathable, and in two or three fabric layers. Masks with exhalation valves and cotton blends, use loosely woven fabrics, and ones that do not fit properly are **not recommended**.
- Masks should be washed after every day of use and/or before used again, or if visibly soiled, damp or damaged.
- Masks are to be worn at all times, with the exception of lunch.
- Please make sure you send your child with **two (2) masks**, one to be worn and one as a backup.

If you have any questions, please contact the school office at 201-569-9765 during school hours. As always, we thank you for your continued support.

# Englewood on the Palisades Charter School



## Attention Parents:

As you are the front line for assessing illness in your children, parents and guardians are strongly encouraged to monitor your children for signs of illness everyday. Students who are sick should not attend school. **EPCS will strictly enforce exclusion criteria for both students and staff.**

## Driver tips for the EPCS Student Drop Off/Pick Up Zone

The main parking lot behind St. Cecelia's church is now the Pick-up and Drop-off zone for all students. To ensure pedestrian safety, please adhere to the following guidelines:



Please **enter** through the second Demott Street driveway entrance, which can only be accessed by making a left onto Demott St. from Prospect St. Upon entrance, pull straight ahead. This will ensure ALL traffic goes one way, making it easier for pedestrians to be aware of vehicles in the area.



Treat this lot as a drop off/pickup area with a constant flow of traffic. If you enter with no other cars ahead of you, pull ahead as far as possible to allow other cars to pull in behind you.



If you need to put your car in park for any reason (exiting your car to assist your child, hug goodbye, or pop into the school for a minute), please do not use this lot and instead park on the street. This will keep the traffic moving and reduce the risk of accidents with cars backing up and maneuvering around others.



Please **exit** through the third Demott Street driveway.

**Remember: Enter through Demott Street, pull ahead, drop off, continue driving! Thank you!**

## Consejos para el conductor para la zona de entrega / recogida de estudiantes de EPCS

El estacionamiento principal detrás de la iglesia de Santa Cecilia es ahora la zona para recoger y dejar a todos los estudiantes. Para garantizar la seguridad de los peatones, siga las siguientes pautas:



Por favor, **introduzca** a través del segundo camino de entrada Demott Street, que sólo se puede acceder al hacer a la izquierda en San Demott desde la perspectiva de St. A la entrada, tirar hacia delante. Esto asegurará que **TODO** el tráfico vaya en una dirección, lo que facilitará que los peatones estén al tanto de los vehículos en el área.



Trata este lote como un área para dejar / recoger personas con un flujo constante de tráfico. Si ingresa sin otros autos delante de usted, avance lo más lejos posible para permitir que otros autos se detengan detrás de usted.



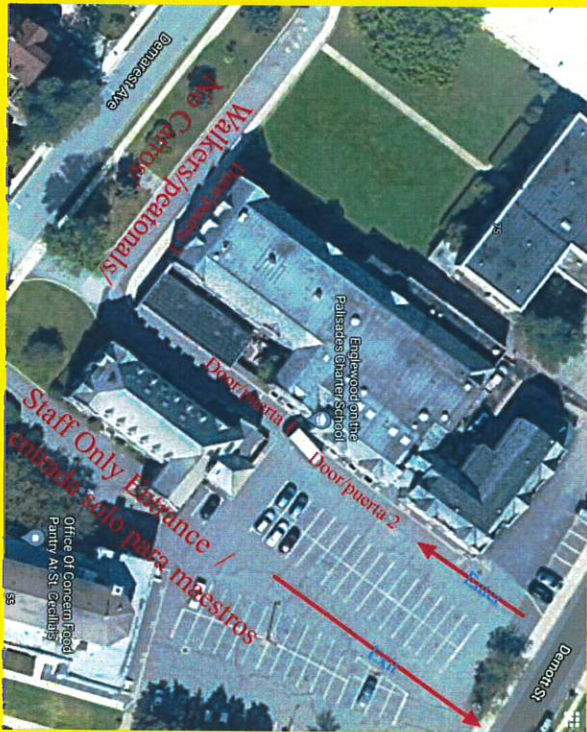
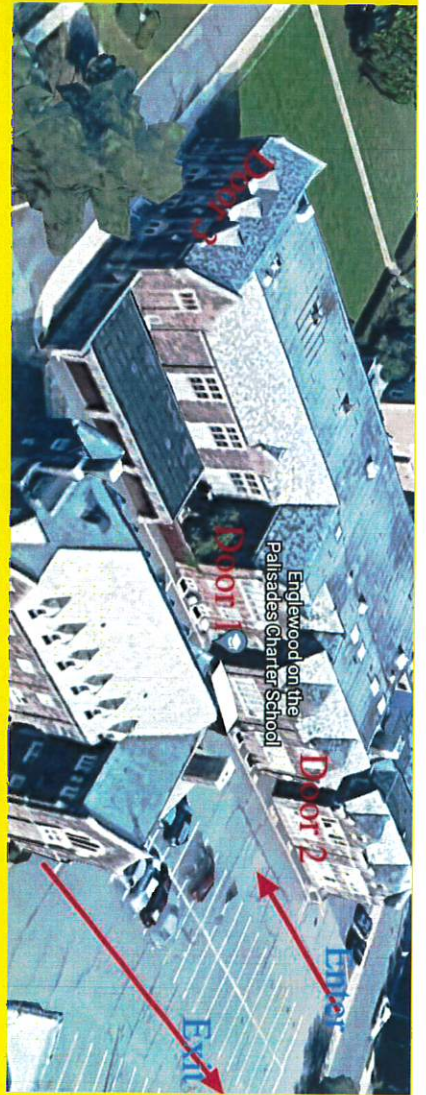
Si necesita estacionar su automóvil por cualquier motivo (salir de su automóvil para ayudar a su hijo, despedirse con un abrazo o entrar a la escuela por un minuto), no use este estacionamiento y, en su lugar, estacione en la calle. Esto mantendrá el tráfico en movimiento y reducirá el riesgo de accidentes con los autos dando marcha atrás y maniobrando alrededor de otros.



Por favor, **salga** a través de la tercera entrada Demott la calle.

**Recuerde: ¡Ingrese por Demott Street, avance, baje y continúe conduciendo! ¡Gracias!**





## Dress Code:

### Elementary School Parents!



When we return to school in September we will still be using a modified **Uniform Policy**. For the 2021-2022 School Year the Uniform Policy below will be the standard. Returning Students who still fit in their uniforms are welcome to continue wearing them.

\*Please see the list below outlining the current uniform requirements. **These can be purchased at any store; there is no need to go to a uniform store.**

**For the 2022-2023 School Year all students will be required to wear uniforms with the school LOGO.**

\*This information is also available on our website at [www.inglewoodcharterschool.com](http://www.inglewoodcharterschool.com)



### BOYS

Shirts:	Light Blue long or short sleeved Polo shirt.
Pants:	Navy pants, no visible brand labels. <b>NO JEANS</b>
Shorts:	In warm weather, any solid navy walking shorts.
Shoes:	Navy or Black shoes or Blue, Black or White sneakers ( <b>NO LIGHTS or COLORS</b> ) sneakers must be worn on gym days.
Socks:	Navy
Sweater:	Navy
Jacket:	Navy Polar Fleece (No Jacket with Hoodie)
Gym Shirt:	Light Blue gym shirt to be worn on gym days only.
Gym Sweatshirt:	Navy Heavy weight sweatshirt to be worn on gym days only.
Gym Sweatpants:	Navy Heavy weight sweatpants to be worn on gym days only.

### GIRLS

Shirts:	Light Blue long or short sleeved Polo shirts.
Pants:	Navy pants, no visible brand labels. <b>NO JEANS.</b>
Shorts:	In warm weather, any solid navy walking shorts.
Skorts:	Navy skort. Skort must be knee length.
Shoes:	Navy or Black shoes or Blue, Black or White sneakers ( <b>NO LIGHTS or COLORS</b> ) sneakers must be worn on gym days..
Socks:	Navy
Stockings:	Navy stockings or tights.
Sweater:	Navy
Jacket:	Navy Polar Fleece (No Jacket with Hoodie)
Gym Shirts:	Light Blue tee shirt to be worn on gym days only.
Gym Sweatshirt:	Navy Heavy weight sweatshirt to be worn on gym days only.
Gym Sweatpants:	Navy Heavy weight sweatpants to be worn on gym days only.



## Dress Code

### EPCS Middle School Parents!



When we return to school in September we will still be using a modified **Uniform Policy**. For the 2021-2022 School Year the Uniform Policy below will be the standard. Returning Students who still fit in their uniforms are welcome to continue wearing them.

\*Please see the list below outlining the current uniform requirements. **These can be purchased at any store; there is no need to go to a uniform store.**

**For the 2022-2023 School Year all students will be required to wear uniforms with the school LOGO.**

\*This information is also available on our website at [www.inglewoodcharterschool.com](http://www.inglewoodcharterschool.com)

### BOYS



Shirts:	Navy long or short sleeved Polo shirt.
Pants:	Khaki pants, no visible brand labels. <b>NO JEANS</b>
Shorts:	In warm weather, any solid khaki walking shorts.
Shoes:	Navy or Black shoes or Blue, Black or White sneakers ( <b>NO LIGHTS or COLORS</b> ) sneakers must be worn on gym days.
Socks:	Navy
Sweater:	Navy
Jacket:	Navy Polar Fleece (No Jacket with Hoodie)
Gym Shirt:	Navy gym shirt to be worn on gym days only.
Gym Sweatshirt:	Navy Heavy weight sweatshirt to be worn on gym days only.
Gym Sweatpants:	Navy Heavy weight sweatpants to be worn on gym days only.

### GIRLS

Shirts:	Navy long or short sleeved Polo shirts.
Pants:	Khaki pants, no visible brand labels. <b>NO JEANS.</b>
Shorts:	In warm weather, any solid Khaki walking shorts.
Skorts:	Khaki skort. Skort must be knee length.
Shoes:	Navy or Black shoes or Blue, Black or White sneakers ( <b>NO LIGHTS or COLORS</b> ) sneakers must be worn on gym days.
Socks:	Navy
Stockings:	Navy stockings or tights.
Sweater:	Navy
Jacket:	Navy Polar Fleece (No Jacket with Hoodie)
Gym Shirts:	Navy tee shirt to be worn on gym days only.
Gym Sweatshirt:	Navy Heavy weight sweatshirt to be worn on gym days only.
Gym Sweatpants:	Navy Heavy weight sweatpants to be worn on gym days only



September 2021							September - 17 Days	February - 15 Days	February 2022						
S	M	T	W	T	F	S	6 - School Closed - Labor Day	10-11 - Half Day with Students	S	M	T	W	T	F	S
			1	2	3	4	7 - Staff and New Staff Orientation	Parent Teacher Conferences			1	2	3	4	5
5	6	7	8	9	10	11	8 - First Day for Students		6	7	8	9	10	11	12
12	13	14	15	16	17	18	8-10 - Half Days	21-25 - Winter Recess	13	14	15	16	17	18	19
19	20	21	22	23	24	25	23 - Half Day - Back to School Night		20	21	22	23	24	25	26
26	27	28	29	30					27	28					

October 2021							October - 20 Days	March - 23 Days	March 2022						
S	M	T	W	T	F	S	4 - Half Day - Staff Development	7 - Half Day - Staff Development	S	M	T	W	T	F	S
					1	2	5-8 - Week of Respect				1	2	3	4	5
3	4	5	6	7	8	9	14-15 - Half Day with Students		6	7	8	9	10	11	12
10	11	12	13	14	15	16	Parent Teacher Conferences with Progress Reports		13	14	15	16	17	18	19
17	18	19	20	21	22	23			20	21	22	23	24	25	26
24	25	26	27	28	29	30			27	28	29	30	31		

November 2021							November - 18 Days	April - 15 Days	April 2022						
S	M	T	W	T	F	S	4-5 - NJEA Convention School Closed	15 - Good Friday - School Closed	S	M	T	W	T	F	S
	1	2	3	4	5	6	12 - Progress Reports (if needed)	18-22 - School Closed-Spring Recess						1	2
7	8	9	10	11	12	13	24 - Half Day		3	4	5	6	7	8	9
14	15	16	17	18	19	20	25-26 - Closed - Thanksgiving	25 - Progress Reports	10	11	12	13	14	15	16
21	22	23	24	25	26	27			17	18	19	20	21	22	23
28	29	30							24	25	26	27	28	29	30

December 2021							December - 17 Days	May - 21 Days	May 2022						
S	M	T	W	T	F	S	23- Half Day	27 - Half Day	S	M	T	W	T	F	S
			1	2	3	4	24-31 - Holiday Recess	30 - School Closed - Memorial Day	1	2	3	4	5	6	7
5	6	7	8	9	10	11			8	9	10	11	12	13	14
12	13	14	15	16	17	18			15	16	17	18	19	20	21
19	20	21	22	23	24	25			22	23	24	25	26	27	28
26	27	28	29	30	31				29	30	31				

January 2022							January - 20 Days	June - 17 Days	June 2022						
S	M	T	W	T	F	S	3 - School Reopens	17-24 - Half Days	S	M	T	W	T	F	S
						1	10 - Half Day - Staff Development	Pending Emergency Day usage				1	2	3	4
2	3	4	5	6	7	8	17 - School Closed - MLK Jr Day	17 - Juneteenth Observance	5	6	7	8	9	10	11
9	10	11	12	13	14	15		24 - Last Day - Pending Emergency Day usage	12	13	14	15	16	17	18
16	17	18	19	20	21	22			19	20	21	22	23	24	25
23	24	25	26	27	28	29			26	27	28	29	30		
30	31														

Total Student Days - 93

Total Staff Days - 95

Calendar includes (4) Emergency Days  
Half Days will be from 8:00 am - 12:00 pm

Total Student Days - 91

Total Staff Days - 91

Student Attended Days - 184  
Staff Attended Days - 186

 Indicates Half Days

 Indicates School Closed