

# Hamburg School District

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Mrs. Kimberly Sigman  
*Chief School Administrator*

Mr. William Sabo  
*Business Administrator/Board Secretary*

Mr. RJ Baumgartner  
*Vice Principal*

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March 13, 2020

Dear Parent(s)/Guardian(s):

This correspondence serves as an update to the preparedness plan for Hamburg School. The Governor has asked that large groups of people begin social distancing. Therefore, all evening activities scheduled at Hamburg School through March 30<sup>th</sup> have been postponed. This includes the Hamburg School Open House, Senior Citizen Musical Preview, Book Fair, Art Show and all PTA evening events. There are also other events that are scheduled during the day time hours through the month of March that have been postponed. These events include Kindergarten Registration; Spring Pictures; PRIDE Assembly; Book Fair; Bridges Competition and PTA School Store.

In light of anticipated school closures, the Hamburg School staff have worked diligently to prepare for remote learning. This evening every student will come home with the instructional resources necessary in the event the New Jersey Department of Health begins to close Sussex County schools. Grade level staff have also organized communication protocols which will be shared with their students and families. These protocols may include Class DoJo, Remind app, Google Classroom, school email, or some other means of communication. As confirmation, the Hamburg School Instructional Plan has been developed so that it would count toward our 180-day requirement in accordance with N.J.S.A. 18A:7F-9. ***For clarification, please know that the distribution of these materials is a preparedness plan only and is by no means a confirmation that Hamburg School is closing at this time. At the writing of this correspondence, Hamburg School will be open for students on Tuesday, March 17<sup>th</sup> with an in-service (no school for students) day scheduled for Monday, March 16<sup>th</sup>.***

On a daily basis, the Hamburg School implements all of the recommended guidance for cleaning and disinfecting our classrooms and common areas. In addition, our school nurse continues to be vigilant about students who may be ill and about ensuring that our students are fever and illness free for 24 hours before being allowed to return to school. As a reminder, the [Centers for Disease Control](#) (CDC) recommends specific actions you can take:

- Cover your cough or sneeze with tissue, then discard tissue in the trash.
- Wash your hands frequently with soap and water, or with alcohol-based sanitizer if soap and water are unavailable.
- Avoid touching your eyes, nose and mouth with unwashed hands.
- Avoid close contact with people who are sick.
- Stay home if you are sick.

Once again, we remain entirely devoted to implementing the recommended protocols we have been given by the Department of Health to help arrest the spread of the COVID-19 virus. We will keep you informed on a regular basis as new information and/or procedures become necessary.

Respectfully,  
*Kimberly Sigman*  
Chief School Administrator

*Learners Today... Leaders Tomorrow*