

Report of School Closure and Report of School Re-Opening

Part b of Education Law §15 and [Circ Reg 155.17\(f\)](#), each charter school, county board of cooperative educational services (BOCES) and local educational agency, the charter school district of the City of New York and each charter school shall, by the time the emergency public health safety protocol is implemented, adopt a plan for the safe re-opening of the school. The plan shall include:

- A detailed description of the health and safety protocols to be implemented in the school building;
- A detailed description of the health and safety protocols to be implemented in the school bus;
- A detailed description of the health and safety protocols to be implemented in the school cafeteria;
- A detailed description of the health and safety protocols to be implemented in the school playground.

Each charter school, county board of cooperative educational services (BOCES) and local educational agency shall submit a copy of the plan to the State Department of Education and the State Office of Education. The plan shall be submitted to the State Department of Education and the State Office of Education by the time the school re-opens. The plan shall be submitted to the State Department of Education and the State Office of Education by the time the school re-opens.

The Report of School Closure and the Report of School Re-Opening are available on the SED My Access website at [http://www.sediver.gov/MyAccess](#) in the NYSED Basic Information section. If you are unable to access the website, please contact the SED My Access Helpdesk at (914) 353-7800.

If you have any questions regarding the Report of School Closure or Report of School Re-Opening, please contact the Office of Student Services at (914) 353-7800 or (914) 353-7801. For more information, please visit [http://www.sediver.gov/MyAccess](#) or contact the SED My Access Helpdesk at (914) 353-7800.

Attachment
How the 2020-21 School Reopening – Instructional Models Report will be accessed on the SED
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The **2020-21 School Reopening – Instructional Models** Report will be accessed on the SED
Myad VedPefano Sp by clicking the link

Part 155.17(f) of the Regulations of the State Education Department
Section 87(2)(b) of the Education Law

The Report of School Closure shall be prepared by the Chief Executive Officer of the LEA (school district, BOCES, or charter school) and shall be submitted to the State Education Department.

1. Go to the [NYS ED Website](http://www.nysed.gov);
2. Click on the link "School Closures";
3. Enter the SEDDAS account ID;
4. Under the heading "My Account" click on "SED My Account" and click on "View My Account";
5. Click on "School Closures";
6. In the box labeled "Report of School Closure" form, which requires the following information:

- school(s) that were closed
- the date of closure and anticipated duration of closure (if known)
- the reason for closure, including any relevant documents, such as a closure order from a county Department of Health
- date that notification regarding the closure was made to the BOCES District Superintendent (if applicable)

When the information is submitted, the Report of School Closure will be reviewed by the State Education Department.