

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 special education district, the charter school district of the City of New York and each charter school shall file the Circ 155.17(b) emergency notification with the State Department of Education by the date of the Report of School Closure. ^{1, 2} This period shall be

- Charter schools shall be required to file the Report of School Closure with the State Department of Education by the date of the Report of School Closure.
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State Department of Education shall be required to file the Report of School Closure with the State Department of Education by the date of the Report of School Closure. The Report of School Closure and the Report of School Re-Opening are available on the SED My Access Site at [www.sedep.org](#). If you are unable to access the site, please contact the SED My Access Site at (914) 353-2518 or (914) 6090/MCID or 87.837.2.19 > BDC -41.261T6 (d2BTa

Attachment A
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
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Part 155.17(f) of the Regulations of the State Education Department
Reporting Requirements for School Closures

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

1. On the [NYSED BasPal](#);
2. On the LEA's website;
3. Email SEDDAS email address;
4. Under the heading MyAccount on the NYSED MyAccount and Vedo Performance System;
5. On the "School Closure" page;
6. In the BOCES or the "Report of School Closure" form, which requires the following:

- 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 received, the State Education Department will post the Report of School Closure on its website.