SCHOOL REOPENING PLAN
2020-2021

UNION SCHOOL
Building Character,
Fostering Academic Excellence
Knowing a challenging school year lies ahead, we want to take this opportunity to say thank you ahead of time. Together we all achieve more, and together we will keep our students safe and push forward!

In looking forward to the 2020-2021 school year, it is the intention of the Administration, Board of Trustees and staff that our school reopens this fall under the stated guiding principles.
We have created thoughtful plans that adapt to changing learning environments, make strategic and actionable decisions about instruction, and ensure that school continues to support students’ social-emotional needs. The maintenance of this selected instructional model will depend on community-wide health, educational, and operational policies.

**As of August 31, grades 1-6 will be in school using the following models:

**Full Onsite Learning:** Grades PK-6 plus Learning Center Students

**Hybrid:** (Onsite+ Distance Learning) Grades 7-12

**Please note that our Pre-Kindergarteners and Kindergartners are scheduled to join us as of September 3rd!**
For the upcoming year, it is likely that one or a combination of the following models will be employed. We have selected Phase 1 for the opening of the school year on August 31 for grades 1-12. Pre K/Kinder will join on September 3.

### Elected Phase

- **August 31 onward:**
  - Full Onsite Learning: Grades 1-6 plus Learning Center Students
  - Hybrid: (Onsite+ Distance Learning) Grades 7-12

### Phase 2

Full onsite learning resumes (when possible)

### Phase 3

Full Distance Learning Plan (DL) at home

The maintenance of the selected instructional model will depend on community-wide health, educational, and operational policies.
GUIDING PRINCIPLES

USH honors the learning, health, safety and the wellbeing of all of its community members and all decisions will be driven by these factors:

Follow the School’s Mission, Vision and Core Values.

Ensure the safest possible school environment

Return to campus ASAP!

Prefer face-to-face onsite learning over online distance learning whenever it is safe to do so

Deliver an optimal & age appropriate Distance and/or Hybrid learning program.

Prioritize student, faculty, and staff health, safety, and wellbeing over other principles.

Ensure hygiene- and health-related policies are research-based, clearly communicated, effectively implemented, and diligently enforced.

Promote practices and policies to reduce risk of virus transmission and support our capacity to be responsive and flexible when facing changing health circumstances.

In the event that our local community experiences a spike in COVID-19 cases and an interruption of physical operations occurs once again due to risk mitigation or governmental decree, a shift to DL will happen immediately.

We will do our best to work with all parents, students, and staff who have specific needs.
While much has changed, the mission of Union School stays the same. Our students will continue to enjoy a nurturing environment and a rigorous curriculum under the guidance of our dedicated and qualified teachers.
IMPORTANT DATES/ FIRST DAY OF SCHOOL INFORMATION

PRE-KINDERGARTEN AND KINDERGARTEN STUDENTS

Preschool families are asked to bring their child to school on September 3-4. They will attend school from 7:45 to 11:00 to help them become comfortable with their school environment, friends, and teachers before the full-day sessions the following week.

AUGUST PARENT/STUDENT ORIENTATION

Orientation will be scheduled by group.

Dates to be announced

AUGUST 31 FIRST DAY OF SCHOOL

Start time and dismissal to be announced.

The opening day procedures will be emailed to you.
HYBRID LEARNING DEFINED:

Hybrid learning is an educational model where some students attend class in-person, while others join the class virtually from home. Educators teach remote and in-person students at the same time using tools like video conferencing hardware and software.
REMOTE TEACHING AND LEARNING

In the event that authorities close schools or initiate a stay-at-home order, students will transition to fully remote teaching and learning.

Fully Remote Teaching and Learning

In fully remote teaching and learning, your child(ren) will continue with Union School’s blend of synchronous (live instruction) and asynchronous (teacher directed) remote learning with regular modifications to ensure that students are receiving a well-balanced and academically fulfilling experience.
DISTANCE LEARNING: OPTION FOR TEMPORARY ABSENCES

Students who are temporarily on Union School Distance Learning will be part of a collaborative learning community from a distance. They will attend classes at their regularly scheduled times and participate in class activities as if they were actually present in class.

Technology in classrooms and learning spaces will facilitate live distance learning from any location. This will allow anyone with a USH email address and proper permission to connect via Union School Distance Learning and fully participate in class.

Students may attend class via Union School Distance Learning while out on temporary sick leave or quarantine.

Students participating in Union School Distance Learning temporarily will be considered “present” in terms of attendance and will be held accountable for all class assignments and expectations.
THE ELEMENTARY DECISIONS ARE BASED ON:

Following Best practice guidelines
Balancing 1:1, small group and whole group instruction
Focusing on higher engagement with students (synchronous and asynchronous events)
Early and ongoing personalized assessment of academic skills for each grade level
Adjustment in online learning platforms to increase clarity for students and parents
Schedules for students and teachers established in start of school year
Students at the Learning Center will receive academic support through an individualized approach

Continuing with age appropriate activities and assignments
Providing technology and resources for students that are aligned to the learning objectives
Attention to personalized learning - weekly meetings with students as needed
Specials and French instruction daily
Differentiated synchronous and asynchronous learning events for each grade level
Focusing on social-emotional learning, individual well-being and self care
SST to provide emotional support to students, parents and teachers
HYBRID LEARNING GRADES 7-12

**Grades 7 – 9** will follow an alternating Blue week (in school) and Gold week (Distance Learning - at home) schedule. Students will be on campus during the blue week Monday thru Friday.

**Grades 10 - 12** will follow an alternating Gold week (in school) and Blue week (Distance Learning - at home) schedule. Students will be on campus on Monday thru Friday.

Certain classes may be exclusively online due to availability or health risks of teacher

Schedules are designed to work for both types of learning (synchronous & asynchronous)

Teacher-student conferences will be scheduled on a need based

Daily schedule has built in lunch for both synchronous and asynchronous days

Teachers, counselors and school psychologist remain available to support students as needed.

All course work are formatted to be completed on campus or online

Students will receive feedback face-to-face or digitally
LEARNING CENTER HYBRID GRADES 7-12

All modules of learning are designed to be completed on campus

Feedback critical to success will be given to students digitally or through face to face conferencing

Numbers of students allowed in class will depend on health and safety guidelines for spacing

Larger work spaces and outdoors when possible to allow for greater spacing of students

Personalized support is provided by Learning Center Teachers to LC students attending main- stream classes as needed

Attention to personalized learning - weekly meetings will be scheduled with students as needed

Focusing on social-emotional learning, individual well-being and self care

Combination of synchronous and asynchronous learning for all students.

Daily schedule has built in lunch for both synchronous & asynchronous days.
LIFE ON CAMPUS:
HEALTH AND SAFETY PROTOCOLS

TESTING and SCREENING & PHYSICAL DISTANCING:

Students (grades 3-12) will wear face coverings to reduce the harms (eg, increasing hand-mouth/nose contact COVID-19 risk)

Mask breaks will be allowed.

Daily at home formally by parents; no students with fever or other symptoms should be sent to school.

Daily at school informally by teachers and school nurse; symptomatic students will be separated from others and sent home; doctor’s clearance will be required to return.

All members are expected to abide by the Health and Safety guidelines (handwashing, masks, physical distancing).

Our *USH Health & Safety Plan* has been enhanced to help safeguard our on-campus community. The plan will be implemented as needed.

Eliminate use of lockers

Union has the necessary staff for daytime and nighttime shifts to provide enhanced cleaning services.

Daytime cleaning staff will focus on cleaning and disinfecting bathrooms and high-touch surface areas throughout the day.

Classrooms and learning spaces will be disinfected nightly.

Plexiglas separators may be installed in some classrooms and offices.

In addition to hand sanitizers in classrooms, additional freestanding hand sanitizing stations are available on campus.

We are providing water fountains with guidelines to proper use.

We discourage handshaking, hugs, and the *greeting kisses* for now.

Classrooms will be reconfigured so that seats are forward-facing and spaced as far as possible, given space limitations.

After School Program will be delayed until further notice.
The Union School community is eager to return to a calendar full of activities where we can interact with one another.

Until that time, please make note of these changes for parents and students:

- Large events or field trips will be delayed until further notice.
- New Student BBQ is postponed

General Assembly/Back-to-School Night will be delivered virtually.

- Monday morning assemblies will be virtual.
- Parent-Teachers conferences will be held virtually.
Beginning August 31, Parents and drivers must drop off and pick up their child in the designated drop off/pick up areas.

No items may be dropped off after the school day has begun. An exception is made for medication and other health related matters.
DAILY STUDENT AND STAFF SCREENING

By sending your child to school, you are confirming that your child is healthy and fever-free.

Students and staff will undergo daily temperature screenings by a staff member upon entering campus at designated checkpoints.

Students arriving late will undergo temperature screening at the security gate near the administrative offices.

Upon entering campus each day, students and staff will be directed to a hand sanitizing/washing station, and they will be expected to wash their hands frequently during the day.

Students and staff who have had a fever and symptoms related to COVID, or a positive COVID test will be required to be away from campus for 10 days and provide written clearance from a physician or two consecutive negative COVID tests before returning to campus.
VISITORS AND PARENTS ON CAMPUS

To reduce traffic on campus and to keep our on-campus community healthy and safe, visitors to campus will be restricted.

To gain entrance to campus, visitors and parents will:

- Have an advance appointment.
- Undergo health screening at security area near the Reception.
- Wear a face covering while on campus.
- Use hand sanitizer upon entering campus.
We are spreading out in the cafeteria and ask that **students bring their own lunch** until we resume food service.

Once lunch services resume, the following will be put into practice:

- Lunch schedules will be adjusted to minimize long lines and/or crowding.
- Additional covered outdoor seating will be provided to allow for physical distancing.
- To enhance safety and wellness, USH has restructured the food service layout to minimize lines and overcrowding.
We see the future not as something out of our control, but as something we can shape for the better through concerted and collective effort.

- Barack Obama