



Returning To School

Our plans for the Fall

July 20, 2020

Back to School - Big Picture

- ★ On-Campus Learning
- ★ 5-days per week
- ★ Full days:
 - Grades 8:30 - 3:30;
 - EC 8:30 - 12:30 w/Extended Day through 3:30
 - Before Care and Aftercare with limited enrollment
- ★ Balance of indoor and outdoor learning time
- ★ Increased Artistic and Practical Work activities
- ★ Online option for upper grades by request and subject to approval
- ★ Increased Health and Safety protocols
- ★ Busing available through District 118
- ★ **August 31- Sept. 3- Orientation Week**
 - Monday EC, Tuesday 7/8 , Wed. 1/2/3, Thurs. 4/5/6
 - Training for new traffic and health protocols.
- ★ **Sept. 4- All School Half Day, Rose Ceremony, B. Y. O. Picnic**

Enrollment Numbers*

Early Childhood:

5 days - 8 students

4 days - 3 students

3 days - 9 students

2 days - 4 students

Grades:

First - 4 students (+2 pending)

Second - 4 students (+2 pending)

Third - 9 students

Fourth - 5 students

Fifth - 3 students

Sixth - 2 students (+1 pending)

Seventh - 3 students

Eighth - 6 students

*Based on decisions and commitments as of 7/20. Possible shifts may occur.

Programming Offerings

Early Childhood:

One 5-day program (4 and 5 day students)

One 3-day program (2 and 3 day students)

Parent-Child sessions

Grades:

1st through 8th Grade full-day, on-site program

Subject Classes:

Handwork

Music

Painting

Games/Movement

Speech/Drama

Form Drawing

Folk Dancing

Farming/Gardening

Eurythmy blocks

Restore IL Phases 4, 5 & 3 - Revitalization/Restored/Recovery

➤ Phase 4 - Revitalization

- Gatherings of 50 or fewer allowed
- Childcare and schools reopen under guidance from the Illinois Department of Public Health
- Face coverings and physical distancing are the norm.

➤ Phase 5 - Illinois Restored

- Back to normal with additional health and safety protocols

Plans may change at any moment as we are met with new guidance.

Phase 3- Recovery

In the event of a return to Phase 3, the school is considering:

- how we sustain our in-person program with smaller classes
 - if the building is open: groups of 10 or less
 - EC will offer staggered programming
- rolling out a hybrid model for older students

High Level Measures for Safety

- **Daily Symptoms Screenings** for students, staff and faculty
- **Face Coverings**
- **Physical distancing** in classroom and during activities
- **Increased and frequent Hand Hygiene**
- **Increased Sanitization procedures**
- **Increased air circulation**
- **Increased protocols for Hot Lunch service**
- **Use of outdoor class spaces**
- **Isolation planning** for students/staff who become ill
- **Limiting visitors**

Safety protocols and plans subject to change based on new information/directives.

Details for Safety Measures

- **Daily Symptoms Screenings**

- Faculty/Staff will complete daily self-screening and log it on the attendance sheet upon entering the building.
- Parents will complete a daily symptom screening checklist for their child/ren and return it in their student's take home folder.
- Each student will have their temperatures checked prior to entering the school building.
- Any student, staff or faculty member exhibiting symptoms will be sent home.
- An isolation space will be available when a student has been screened in the office and is waiting to be picked up by a parent.
- A quarantine and communication plan will be followed in the event of a confirmed or negative testing result.

Details for Safety Measures

- **Face Coverings / Masks**

- Will be worn by students and adults inside the school building; in the classrooms, in the hallways, in the offices in the presence of others.
- Will be worn outside when appropriate physical distancing isn't possible.
- Each student will wear their own mask* to school, and bring one extra.
- Will be stored in individual containers when not in use during snack, lunch and while engaged in outside activities.
- Disposable masks will be provided by the school when necessary.
- There will be attention paid to balance indoor masked time with outdoor unmasked time.
- Will be worn by staff in the infirmary and offices when interacting with other adults or students when physical distancing is not possible.
- Will be expected by any parent or adult intending to enter the school building.

*Masks should be free of images, writing, or other distracting elements. Please check with your class teacher for clarification if needed.

Details for Safety Measures

- **Physical distancing** requirements will be implemented to the best of our ability according the guidelines.
 - Student desks are spaced out in the classrooms.
 - Teachers will maintain physical distancing while teaching lessons when possible.
 - There will be no congregating in indoor public spaces.
 - Limit to two adults in the kitchen at a time.
 - Students will not be allowed to wait in the hallway to use the restroom.
 - Restroom use will be monitored and scheduled and limited to 2 students at a time per girls/boys bathrooms.
 - Assigned doorways for use by classes to limit close encounters.
 - Appropriate distancing or a mask will be expected outdoors if students are not engaged in physical activity.
 - Stumps and other markers will be used to help EC students with distancing.

Details for Safety Measures

- **Increased and frequent Hand Hygiene**

- Hand washing stations will be placed in each classroom, outside on the grounds and in the front lobby.
- Hand washing will be performed upon arrival in the classroom, before and after snack, before and after lunch, upon returning to the classroom after being outside and during the day as needed after sneezing etc.
- Handshake alternatives will be used to greet students.
- Hand washing will be expected following close physical contact to support a child or adult in need.
- Hand sanitizer will be available throughout the building.

Details for Safety Measures

- **Increased Sanitization procedures**

- Each student will have their own supplies stored in their desk or tub: pencils, crayons, paint brushes, readers, rulers etc.
- Games equipment will be sanitized between classes.
- Disinfectant will be used on all equipment 2-3 times daily and on high touch surfaces per the cleaning guidelines.
- Desks will be sanitized before and after snack and lunch as well as at the beginning and end of each school day.
- Classroom door knobs inside and out, light switches and other high touch surfaces in the classroom will be disinfected at the close of each day.
- Nightly sanitation will be performed by the janitorial staff.

Other Safety Measures

- **14-day “Pre” school symptom-free self verification form** will be completed
- **Students use same classroom while in school building whenever possible**
 - Subject teachers go to students’ room whenever possible.
- **Discontinuation of Friday Assemblies** until further notice
- **Quarantine Protocols**
 - Outlined in greater detail in COVID Edition of Parent Handbook
- **Hot Lunch Program**
 - Protocols per guidance will be followed.
 - Individually plated and served in classroom.
 - Students will not share food.
- **Substitutes and Guest teachers**
 - Will adhere to self screening protocols and other safety measures
- **Visitors**
 - Must wear a mask
 - Limited access to front lobby
 - Will sign in and out

Health and Safety Protocols: Arriving at School

- Students will arrive wearing a mask with health screening form completed.
- Early Childhood parents will walk their child(ren) around the building to the pavilion or designated area.
- Early Childhood students will greet their teachers in the back of the school where their check in/temperature check will take place.
- Grades students will be dropped off per usual in the circle drive.
- Grades students will be greeted at designated doors by grade for their morning check-in and temperature check.
- Students will wash their hands upon arrival in the classroom/playground.
- Limited use of hallway cubbies; each student will have personal items at their side.
- Late arrivals will be checked in through the office, temperatures will be taken by office personnel and either escorted or sent to their classroom.

Parent Handbook - COVID Special Edition

COVID specific programming and policies will be presented in a special edition parent handbook to support our working together during the coming school year.

Policies established to support health and safety measures will be followed as completely as possible. **Enforcement of these measures will be through redirection and new habit building.**

School Closings

In the event of a pandemic emergency, school closures may be determined at the discretion of the school, based in part on requirements and recommendations by Federal, State or Local officials.

Every attempt will be made to move toward the ongoing delivery of our educational program and require faculty and staff to engage in alternative methods of teaching (i.e. changes in school day practices, physical distancing and use of protective equipment, staggered or alternate school days to reduce density, mandatory or voluntary distance learning involving, among other items, packets, online instruction, newsletter resources etc.).

Additionally, students, parents and other guardians, faculty and staff will be expected to adhere to the approved guidelines for working in the building in the event they are altered due to the needs of the health concern.

Tuition & Fees

- **Past due amounts** from 2019-2020 which were not credited or forgiven through the COVID relief efforts shall be paid prior to the first day of school (August 31).
- A **payment plan** for past due amounts may be made prior to August 24 to allow a student to attend classes.
- **Supply and Administrative Fees** are due by August 15th
 - All fees must be paid prior to the start of school on August 31st.
- **Tuition Payments** began for families with completed enrollment agreements and invoices sent by TADS in July.
- **Enrollment contracts** may be updated for care services at any time by calling the office. (Adding/subtracting EC days, Extended Days, Before and Aftercare)
- **School closure for EC** would include online resources and families would be charged for two days/week of programming

Withdrawing and Re-Enrolling

- Families choosing to withdraw their students by August 15 will receive a full refund of any tuition and fees payments made in June or July.
- Families choosing to withdraw between August 15 and August 31 will have their contracts cancelled. Any paid tuition and fees will not be refunded.
- Families choosing to withdraw after the first day of school will be subject to our published withdrawal policies:
 - EC - 30 day notice of intent to withdraw is required. Tuition will be refunded from the end of that 30 day period forward.
 - Grades - 60 day notice of intent to withdraw is required. Tuition will be refunded from the end of that 60 day period forward.
- Once withdrawn, students and families will no longer have access to teachers and/or classroom materials.
- Re-enrollments will be welcomed in January following a re-application process and based on availability.

Moving toward our Future

- School Calendar
 - Currently unchanged but it may be altered due to events beyond our control.
- Festivals and Events
 - More creative planning will be required to prepare for our beloved festivals.
 - Specific details will be communicated in advance
- Marketing Initiatives
 - Renewal of our marketing materials
 - Updating and refreshing the language on our website
 - Banners and posts are being approved for use
 - How might you help?
- Building Enrollment
 - Target goals based on class sizes.
- Strengthening our Program
 - Foreign language will return
 - Middle school Electives will be developed
- Strategic Planning

Tent Talks - Thursdays

5:30 p.m. - 7:00 p.m.

Open conversation opportunities for our school community members in our backyard.

On-site event screenings will be required.

Participants are requested to bring their own lawn chair or blanket.

Food, snacks or beverages are welcome.

Adults only.

July 23, 30
August 6, 13, 20

Truth, Beauty, Goodness