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FALL  
2020

# CAMPUS REOPENING PLAN

By Wellington Leadership







## TABLE OF CONTENTS

02	Overview
03	Key reopening assets
04	Reopening scenario planning
05	What steps are the school taking to ensure safety?
05	What is the daily schedule?
05	What will lunch / dining look like?
06	What are the entry / exit procedures?
06	What about caregiver and visitor access?
06	How will we utilize the school nurse?
07	What are the cleaning procedures?
07	What happens when a community member tests positive for COVID-19?
08	What are the safety procedures in classroom spaces?
08	What about extracurricular activities / programming?
08	What is the impact on athletics and physical education?
10	Divisional Overviews





# OVERVIEW

We acutely recognize the uncertainty that we, as a community, as well as individuals across the globe, have lived with since the COVID-19 shelter-in-place orders were given earlier this year. Now that Columbus is slowly opening and federal, state and local experts have provided reopening guidance for schools, we would like to share our own plans for re-opening in August 2020. We seek to provide an education during this time, and always, that places the well-being of our students at the forefront while maintaining the unique factors that make a Wellington education excellent. As always, the safety and security of your child is our top priority. To that end:

- We will open on **August 26, 2020**, and plan to follow our regularly scheduled calendar year - given any unforeseen circumstances.
- All students will attend school **5 days a week**. It is our hope that this learning will take place on campus whenever possible.
- We know that each family will have unique needs, so we have developed education models that build **optionality and flexibility** through technology, curriculum and culture.
- We are completing detailed plans - **designed around the Wellington student experience** - with safety, well-being and engaged learning as our primary focus.

**Please note:** This document will be updated throughout the summer based on further guidance from the federal, state and local government and is subject to change.





## OUR KEY REOPENING ASSETS

**In class offerings 5 days a week (as permitted)** - We plan to facilitate, whenever possible, learning on campus 5 days per week to maintain our academic program elements, foster social-emotional growth and connections for students while alleviating extra stress for parents.

**Small class sizes** - We plan to utilize small class sizes along with some level of cohort management to minimize mixing and overlap of groups in spaces.

**Optionality through Hybrid-Flexible (HyFlex) course design** - In collaboration with the Program Innovation Committee and the Learning From Home workgroup, we will be well-equipped to provide a robust educational experience given any circumstance. Teachers will be working with a HyFlex mindset to be as agile as possible in their program delivery and assessment.

**Investments in people** - In order to facilitate a safe and thoughtful return to campus for all of our students in August, we plan to staff our faculty to allow for minimum contact between classes and other groups.

**Investments in technology** - We are well equipped to provide a robust educational experience given any circumstance with investments to our academic platform and teaching software interface to elevate our teaching and learning agility

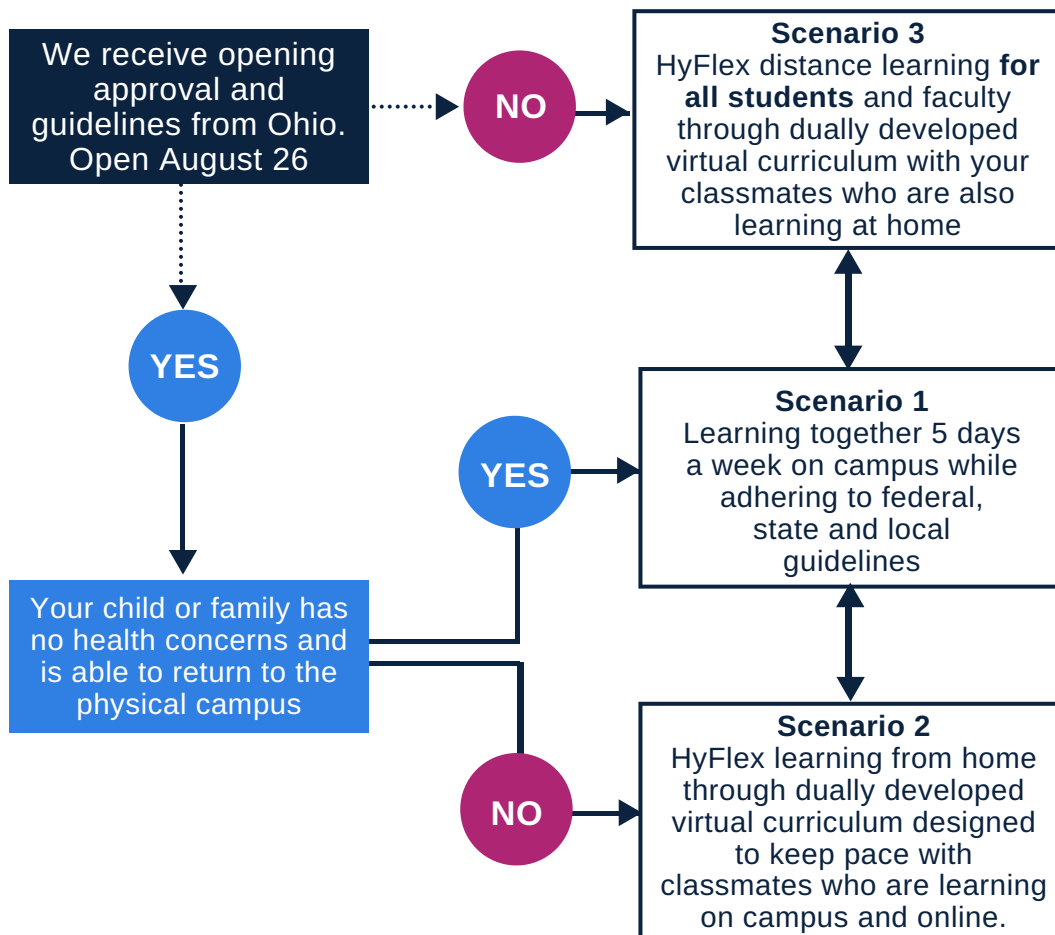
# REOPENING SCENARIO PLAN

The program innovation task force is engaged in providing feedback on our model development and has made important progress already. We will continue to engage the program innovation task force to provide feedback and refinements for our proposed models. We are eager to get everyone (safely) back on campus but we are also cognizant of the unique circumstances and concerns of our families and community members. Wellington must remain agile and flexible, and as a result, in planning for scenarios this fall and beyond. We have identified **three main scenarios** that students and families may find themselves in this Fall:

**Scenario 1:** Students return to campus, whenever and wherever possible, 5 days a week for 'new normal' learning.

**Scenario 2:** Students and families who are not comfortable due to medical considerations opt to learn from home with curriculum and materials designed to flex in the on campus and virtual experience.

**Scenario 3:** All students shift to learning from home due with curriculum and materials designed to flex in the on campus and virtual experience due to local or state mandated closures.



# WHAT STEPS IS THE SCHOOL TAKING TO ENSURE SAFETY?

- We are developing community standards and behaviors that will help to keep our community safe and healthy. Staffulty will be trained on these standards and behaviors while this learning will be part of the classroom experience for students.
- 6 ft distancing will be the best practice baseline in all of our learning, space and program designs.
- Consistent hand-washing and hygiene instructions and protocols for all community members will be in place throughout the school.
- We will maintain “traffic flow” with distancing demarcation through our spaces to limit congestion
- Facilities and maintenance staff will maintain a rigorous cleaning and disinfecting protocols.
- All adults (18 years and older) will be required to wear masks.
- All students will be required to wear masks except for students who should not wear a mask due to a disability or medical condition.
- **We will communicate further specifics of developmentally appropriate expectations for mask-wearing along with the mask-wearing and exemptions policy by the end of July 2020.**

## HOW WILL THE DAY BE STRUCTURED?

- We will utilize a remote, on-site system when necessary to facilitate synchronous learning for students on campus, when in a separate location from their teacher.
- The day itself will be designed with safety, student experience and learning at the forefront.
- The length of school days will stay approximately as it has in prior years, unless otherwise mandated by state and local authorities.
- Wellington will communicate specific and staggered drop off and pick up times and procedures for students by the end of July 2020.

## WHAT WILL DINING & LUNCH LOOK LIKE?

- Lunch will be available for students, and students will eat in the dining room and in other assigned spaces with a safe rotating schedule and safe distancing at tables.
- The dining room and food service program will be adjusted to allow for distancing and the limitation of shared contact areas.
- Like other areas of a school building, common kitchen and dining surfaces will be cleaned and sanitized between uses.
- Masks and gloves will be worn by dining staff, and proper training for COVID-19 transmission and disinfection of facilities will be provided.

## WHAT ARE THE ENTRY & EXIT PROCEDURES?

- Drop off and pick up timing and door access will be managed with slight staggering to minimize mixing.
- Drop off and pick up timing and door assignments will be identified for each grade level.
- Drop off and pick up timing will take families in consideration with children in multiple divisions. These details and times will be shared by the end of July 2020.
- Drop off screening procedures are being developed and will be shared by the end of July 2020.

## WHAT ABOUT CAREGIVER & VISITOR BUILDING ACCESS?

- The Ohio Department of Health recommends that schools should, as much as possible, prohibit visitors from entering school buildings.
- We will limit the access of outside visitors, including parents, to the building.
- Visitations should be limited to those enrolling new students or for emergency situations.
- Temperature checks and symptom checks will be required for all permitted visitors.
- We are working on a system that allows for necessary care and daily transitions for our youngest learners. We will share this detail by the end of July 2020.

## HOW WILL WE UTILIZE THE SCHOOL NURSE?

- Any member of the community who exhibits or reports symptoms consistent with possible COVID-19, will be screened by our nurse. If symptoms are confirmed, we will utilize a designated quarantine space, where the student will wait to be picked up by a family member.
- Faculty and staff who exhibit any symptoms or who have been in direct contact with anyone who was positive for COVID-19, will be asked to stay home.

## WHAT ARE THE CLEANING PROCEDURES AT SCHOOL?

- We know that custodial and maintenance staff are integral to ensuring a safe, clean environment for all.
- We intend to follow the most stringent cleaning procedures including those recommended by the Ohio Department of Health guidelines
- Facilities and maintenance staff will wear gloves along with masks and/or face shields
- All cleaning staff will receive proper training for COVID-19 transmission and disinfection of facilities has been provided
- Each classroom will be disinfected after use by students. Depending on the model that we leverage, this may result in each classroom being cleaned multiple times a day.
- Like classrooms, all bathrooms and other common spaces will be properly disinfected on a frequent and regular basis.
- Internal doors should be propped open wherever and whenever possible to minimize touching of surfaces.
- We will adhere to a clearly defined sanitizing schedule and protocols for cleaning surfaces in all areas of the building and checklists for before and after school in addition to as-needed protocol during the day.
- Appropriate facilities and maintenance staffing plans will be in place to complete the custodial and maintenance tasks.
- HVAC systems will be inspected, monitored and cleaned following indoor air quality recommendations from the Environmental Protection Agency.

## WHAT HAPPENS WHEN A COMMUNITY MEMBER TESTS POSITIVE FOR COVID-19?

- We are developing a protocol for alerting the community if we have a confirmed case of COVID-19. We will share this detail by the end of July 2020.
- Our scheduling model, with varying levels of cohort management, will allow us to define the at-risk groups and utilize learning from home for those individuals, while keeping the overall campus open.



## WHAT ARE THE CLASSROOM SAFETY MEASURES?

- We are thoughtfully reformatting spaces to accommodate for social distancing through desk and table spacing.
- Desks and table formatting will allow to students to engage but while facing the same direction without face-to-face placement.
- All teachers, learning guides and support staff will wear masks and/or face shields.
- Student supply items and electronic devices are not shared.
- Any common-use items and all surfaces will receive a deep cleaning each night.
- Tables and desks that rotate different students through the day, will be thoroughly cleaned following protocol between each class period.
- We will encourage teachers to utilize our outdoor learning areas as much as possible.
- We will assess HVAC filters for optimal filtering and air circulation.

## WHAT ABOUT EXTRACURRICULARS, FIELD TRIPS AND TRAVEL?

- We will not host field trips or overnight camps until at least 2021 (but we will encourage remote class visits from experts and far-off places).
- We have paused our exchange student program and we will not be hosting any exchange students this Fall.
- We will continue to monitor global WISE program and other travel possibilities for the Spring of 2021.

## HOW WILL ATHLETICS AND PHYSICAL EDUCATION BE AFFECTED?

- Athletic program details and schedules will be identified once further guidance from OHSA is received.
- Since many Fall sports are all outdoors, we hope to be able to allow spectators, with distancing requirements in place, if possible.
- Our intention is to run a complete Physical Education program, with program modifications to emphasize physical activities that do not involve direct contact for students, and with cleaning and sanitizing protocols for any equipment used (such as kayaks, fishing poles, and bikes).

# EARLY CHILDHOOD AND LOWER SCHOOL PROGRAM OVERVIEW

We plan to open a wider range of existing classroom spaces to create smaller student groups that meet the social distancing requirements. Each classroom group will have a lead teacher learning guides that support class coverage and small group instruction and support. We will maintain our unique special are curriculum by having teachers visit each student group and through the remote, on-site option for instruction with the in-class teacher helping to guide the students through the lesson. We will use our large campus spaces, such as the gyms and the ROHR, along with outdoor areas to support physical education and brain breaks. With the goal of creating more socialization opportunities and teaching connections across grade levels, we will provide longer break periods to reconfigure student groups within a grade level and the lead teacher.

# MIDDLE SCHOOL PROGRAM OVERVIEW

We plan to maintain cohorts based on grade level, with a designation of smaller class sizes, following distancing requirements for our classroom spaces, within grade levels. The middle school schedule will maintain unique elements for each student and follow A-B-C-D rotation, with a flex day that offers greater opportunities for unique program elements, such as Dives and student support. Advisory groups will continue to engage smaller group supervision, social-emotional programming, and learning support.


# UPPER SCHOOL PROGRAM OVERVIEW

We plan to maintain our academic schedule and full academic catalog, with a combination of in class direct instruction and remote, on-site instruction. For example, class enrollments that exceed the capacity requirements for classrooms based on social distancing, will be sectioned such that they rotate between being in class with the teacher or in a classroom space nearby that has a synchronous presentation of the classroom instruction.

Teachers will be available to provide follow up support as is already a part of our educational model. The schedule will follow an A-B schedule, with the possibility for a flex day during five day weeks that aligns with the middle school day, and allows for unique programming related to our advisory system, college counseling, clubs and affinity groups, and student council activities.



## OTHER ELEMENTS UNDER DEVELOPMENT

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- Items in this list will be determined by the end of July 2020.
  - We are assessing whether it will be prudent and possible to run Early drop off and Aftercare programming.
  - Bus transportation details, especially those that work through local districts, will continue to be monitored as we work with school districts.

## YOUR NOTES & QUESTIONS: