



Thursday, March 5, 2020

Coronavirus FAQs on School and Instructional Continuity at Grauer  
(A Parent Handout for Expeditions Information Night)

Welcome to our Spring Expeditions Parent Night!

We love our students. We understand that there is additional anxiety around travel that families have planned for this time of year. Our entire faculty and staff remains committed to continuing instruction and all activities as appropriate and in accordance with all official advisories. At this time, the Centers for Disease Control (CDC) has recommended against nonessential travel to South Korea, Italy, Iran and China, but there are no other restrictions or recommendations against other international or domestic travel. We will all continue to monitor the situation for additional travel updates. We are in contact with our local department of public health to stay updated on the situation and take actions as needed.

We hope this FAQ document will be a good installment in the continuing resources we intend to make available as the Covid-19 pandemic evolves (and hopefully abates).

Meanwhile, on campus, our custodial staff continues to focus on regularly cleaning surfaces like doorknobs, countertops, and desks<sup>1</sup>. Disposable wipes are available throughout our campus and we strongly encourage their use. Just this week, Tuesday, the World Health Organization informed the public that the coronavirus does not appear to be easily spread by people who are not experiencing symptoms themselves. This is good news, as it means there is greater likelihood of containing the virus. This also means that the best strategies for prevention and mitigation at this point remain the ones already discussed at length, such as thorough hand washing and staying home when sick. Nevertheless, our teambuilding and plans for SCHOOL CONTINUITY are ...continuing:

### **How Will We Make School Shutdown Decisions?**

Though not currently an assessed risk, we may face a government-imposed shutdown, which would be communicated directly to all schools in any affected area. The Grauer School is prepared to communicate immediately with our families about any such decision. Even if our school is not forced to close, local public health officials may mandate certain quarantine or

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<sup>1</sup> Clorox Healthcare Bleach Germicidal Disinfectants: <https://www.cloroxpro.com/products/clorox-healthcare/bleach-germicidal-disinfectants/>

exclusion rules in the face of an outbreak. While we at Grauer are not experts, our local public health officials will provide clarification which we will rely upon. Though unlikely, given that our community's safety is paramount, our own school leaders may decide to close school doors even without a government mandate. Such a decision would be made by the head of school and other school leadership designated with such authority, along with the board. Our Head of School and Board Chair remain in routine contact, of course. And of course, we will always communicate our rationale for any decisions to our families.

### What About Self-Reporting and Self-Quarantine Policies?

Students and teachers traveling out of the country will regularly check the [CDC](#) and [State Department](#) websites (before traveling and before returning);

With the spread of the virus in the United States, we will inevitably begin to see these policies extend to domestic travel. We will not run any trip or undertake any travel anywhere against official warnings, even on only a moment's notice.

NAIS recommends our using level 3 risk as a criteria for shutdown, travel ban, or quarantine.

Risk Level	Campus Access Control
<b>Level 1</b> <b>Low Risk</b>	<ul style="list-style-type: none"> <li>Students, faculty, and staff must stay at home if flu symptoms occur</li> </ul>
<b>Level 2</b> <b>Moderate Risk</b>	<ul style="list-style-type: none"> <li>Students, faculty, and staff must stay at home if flu symptoms occur</li> <li>Campus open only to current community members (employees, students, parents, and caregivers) and approved vendors</li> <li>Access only for all others by appointment and are screened at the entrance re: symptoms and travel</li> </ul>
<b>Level 3</b> <b>Medium Risk</b>	<ul style="list-style-type: none"> <li>Students, faculty, and staff must stay at home if flu symptoms occur <b>or if they have had contact with someone with flu-like symptoms</b></li> <li>Screening of all employees, students, and parents as they enter campus</li> <li>Campus open only to current community members (employees, students, parents, and caregivers) and approved vendors [1], no exceptions</li> </ul>
<b>Level 4</b> <b>High Risk</b>	<ul style="list-style-type: none"> <li>School facility closed for an indeterminate period of time</li> </ul>

### Absences and Attendance: Students and Employees

- **Students**

Our attendance regulations counsel students to stay home with any flu/cold symptoms. SEVP (Student Exchange Visitor program) regulations counsel international students and all others to stay out of risk countries and areas—this includes visitors to all student family homes and to the campus. Tracking absences is unchanged, unless we shift to stay-at-home online instruction.

- **Employees**

NAIS encourages all independent schools to prepare all teachers and staff in the face of shutdown, both for remote operations or individual illness. Grauer is of course doing so.

If a student or an employee, or anyone coming on campus, or anyone in a student or employee home, *chooses* to visit a CDC Level 3 country or region, no one from that household will be knowingly re-admitted without clearance (testing or quarantine). All families must inform our school Staff about such level 3 area exposure!

### **Will There Be College Counseling?**

School closures or student quarantines of course impact college counseling and support during the higher education application process. Grauer's college and other counseling is of course highly personalized and expected to continue through online (group) and telephone (individual) resources.

### **Is Expeditionary Travel is Optional for Families?**

Expeditions to any particular area are choices of a voluntary nature made by each family—no one expedition is a school requirement and no family ought to go out of their comfort zone or risk aversion level. Travel conditions are evolving and often unknown, given the virus. On some rare occasions some travel insurance may be privately available—you can ask your expedition lead for contact information.

### **Will There Be School Events?**

Some schools are considering whether to suspend or modify community events, such as "Grandparents and Special Friends Day." The Grauer School of course is located in a region where there is no assessed pandemic. We expect to continue with a "business as usual" approach until the local public health guidance dictates otherwise. We anticipate evaluating visitor screening policies, similar to the self-quarantine policies. Communicating with you will be our key!

### **What Are The Remote Learning and Related Alternatives?**

If faced with a shutdown or for students in quarantine, our school will choose from various options, as appropriate. Our intention is to continue instruction by any means we can and not to suspend scholastic activities. Grauer is working on at-home instruction options should these be needed or advantageous. (In our opinion, learning about and testing these options are

excellent skill set developments for all our teachers and students, even if not officially required.)

Any educational remote services vary by school and we expect they will evolve over time at our school:

- Grauer students, teachers and staff must have devices (e.g., laptops) at home and access to high-speed internet
- Grauer GradeScape is already in wide use for all school families. This system enables us to deliver and manage instructions.
- In a quarantine or shutdown, it is possible that some activities such as team sports and club gatherings could be either cancelled or substituted with individual goals. We believe school is more than just classes and academic progress even though this is the basis. So, we will be seeking opportunities for enrichment, however individualized.
- After student safety, our top priority is that schoolwork proceeds in all courses.
- Tuition, payroll, grading, and graduation should not be impacted should the school shift to remote operations for any amount of time.
- We accept unknowns: In the instance of a long-term shutdown, we would expect some evolution in our thinking and findings, and we will be relying upon the advisories of relevant agencies.
- In the face of unknown future variables, our plan will be to communicate systematically and reliably to all our constituencies. Grauer is adept in staying flexible and for quick team formation in the face of diverse conditions.

As we navigate our options and prepare next steps, there are many resources NAIS and other professional sources have compiled and Grauer will be selecting from these and others (in addition to our well-known, proprietary student information system, **GradeScape**) as we see fit:

- **Google.** Many Grauer teachers and classes are Google's products such as [Google Classroom](#).
- **Zoom.** Like some other schools, Grauer uses existing [Zoom](#) technology to provide online learning, socialization, etc. We can use Zoom for student classes, as well as for staff and other meetings. Zoom issued this [notice regarding business continuity in the face of the coronavirus](#) on its blog.
- **GoToMeeting.** [This tool](#) can be used to support admin and team operations in the event of a quarantine or shutdown.
- [Global Online Academy](#) (GOA) has posted a variety of [Insights](#) on its webpage, which provide guidance in response to the COVID-19 crisis and in consideration of online learning.

- **ISS.** International Schools Services (ISS) has developed an [online learning resource page](#) that provides and compiles resources around this important topic.
- **One Schoolhouse.** [One Schoolhouse](#) has a webpage dedicated to [COVID-19 School Continuity Resources](#)
- **Schoology.** Some schools have said they intend to couple an online meeting program, such as Zoom, with an online learning platform, such as [Schoology](#).
- [Blending Leadership: Six Simple Beliefs for Learning Online and Off](#) provides some considerations for school leaders. Our music program uses **Teoria**.com for remote music instruction.

Thank you for reading our FAQs and please feel free to ask us more questions. We understand that not everyone is equally comfortable dealing with the unpredictable and we are here for you with your concerns. We have been struck by the patience, support, and resilience we've already seen in our community as we tackle these challenges.

A key to our effectiveness is our ability to shift dynamically and to build teams quickly as we adapt to changing or unpredictable conditions. Our constant is simple: Students First.

Thank you, and enjoy Parent Spring Expeditions Night!

A handwritten signature in black ink that reads "Stuart Grauer, EdD". The signature is written in a cursive style with a large, prominent 'S' and 'G'.

Dr. Stuart Grauer  
Head of School  
And our Leadership Team

PS: Here is a fine article about how to talk to your kids about coronavirus:  
<https://parenting.nytimes.com/childrens-health/coronavirus-kids-talk>