



PRINCETON DAY SCHOOL

March 12, 2020

To the Princeton Day School Community,

While we were all looking forward to spring break, circumstances have conspired to turn an otherwise long-anticipated respite into one which has been filled with anxiety and uncertainty. I hope this letter will give you a better sense of the steps our School is taking and those you must now consider.

Resuming Classes

Ten days from the opening of school, I have yet to determine whether we will resume classes on March 23, extend spring break for a week or more, or suspend on-site operations. As of this writing, I believe one of two circumstances would lead me to close school for an extended period of time: the State of New Jersey directs all schools - or those in our region - to close; or someone in our community has been diagnosed with COVID-19, and the New Jersey Department of Health and/or the School's Director of Wellness, Dr. Candy Shah, makes that recommendation.

Building the On-Line Curriculum

While that decision may not come until next week, we are planning now to ensure the continuous delivery of the academic program. The department chairs have joined Lisa Surace, Sandy Wang, Renee Price, and Trixie Sabundayo to design an on-line curriculum and its delivery. That work began last Saturday and will continue up to and through my decision on the School's status. Julie Cucchi and her Admissions Office colleagues are exploring and designing virtual revisit days for our newly admitted students. Should we determine not to resume classes on March 23, you will receive an email from me, directing you to information about the delivery of the program on the COVID-19 News and Resources page of the pds.org website.

Readying the Campus

Around campus, we are making preparations also. Having canceled international travel and our three domestic pre-season sports trips, I have closed the campus to all outside rentals until at least April 15. Starting Saturday, the School will undergo a thorough, week-long deep cleaning, covering all campus facilities. During this time, all the administrative office have remained open.

Assessing Community Health and Travel

As noted above, a decision to resume classes will be informed in large part by my assessment of the health of our own community. To that end, I am asking all of its members - faculty, staff and parents - to complete this [travel survey](#) by Monday, March 16. As I noted in my community letter of March 6, if you traveled to a country with a Travel Alert Level 3, or to one in which COVID-19 posed or poses an imminent threat, I will expect that your child will not return to Princeton Day School until the end of the 14-day self-quarantine period. If you traveled to a domestic location under similar threat, you must assess your possible exposure and respond accordingly. Of course, there will be no academic consequence for your child's absence. I know I can rely on your full, timely participation.

Preparing for On-Line Learning

While I very much hope School will resume on March 23, we will be ready if it does not. In the ten days between now and then, I urge you to plan for a school closure. You will want to be sure that your child is in the best position to receive and participate in on-line instruction. School-supplied iPads will be available for all students, Pre-K to Grade 4. I have asked Lower School Head Sandy Wang to arrange dates and times for their distribution. At the start of spring break, students in Grades 5 to 8 were instructed to take their iPads home. Upper schoolers are expected to have access to their own devices. If access to a device presents a challenge to your child, please email or call his or her division head. If your child needs to collect any necessary belongings, we will provide opportunities to do so and will update you with that schedule.

Providing Information and Resources

Information on all relevant topics, together with a range of essential resources, will be available on pds.org at [COVID-19 News and Resources](#). This page may be accessed via the link above and directly from the homepage via the prominent

button there, or through the School Life drop-down menu. We are updating and adding resources there regularly, as it is the most useful repository of critical information. In addition to details on the academic program, we will post there guidance on items ranging from athletics to college counseling, the prom to senior projects, the 8th Grade musical to the May Day celebration to end-of-year events.

With each passing day, we are considering every program and planning for every possibility. I want to acknowledge the selfless contributions of so many in our community who have helped plan for the challenges ahead. With them, I want to thank you for your patience and support.

Sincerely,

A handwritten signature in black ink, appearing to read 'PJS', with a long horizontal flourish extending to the right.

Paul J. Stellato
Head of School