

GARRISON FOREST SCHOOL

300 GARRISON FOREST ROAD • OWINGS MILLS, MARYLAND 21117

Dear Preschool Parents,

I am writing to follow up from Mr. Hughes's email about our move to online learning beginning March 26. Below, I've outlined our plan but, before we jump into what the expectations are for our community during this online learning period, we want our families to know that we understand that this time is fraught with uncertainty. While we've worked hard to develop the online learning programs you will be seeing, we understand that families may be dealing with different circumstances. This likely will not be a perfect process. We ask for your understanding--and give you ours--as we work together to make this as seamless and productive as possible for our children.

The goal of moving to an online learning solution is to ensure your student is able to continue making academic progress even though he or she is not able to attend classes.

Online Learning Plan

Lower Division (PreSchool and Lower School) students will be required to participate in Online Learning Days. Teachers will email you each morning by 9:00 a.m. with instructions and/or assignment postings. Pre-K children will come home with a packet of materials on Friday. Teachers will also be available for questions by email. Students should expect to complete work (times will vary according to grade level) and there will be no homework assigned.

Parent Roles and Responsibilities

- Follow consistent daily routines and timetables (i.e.: 8:30 a.m. wake up, 9:00 a.m. start, etc).
- Nap times should remain consistent. We usually rest between 1:00 p.m. and 2:30 p.m.
- Keep screen time limited, as we use very limited technology during school hours.
- Identify an effective work environment.
- Reduce all distractions in your workspace (i.e.: no cellphones, television, etc)
- Encourage times for breaks and physical activity.
- Be proactive! Communicate with teachers if you require additional support.
- Collaborate with and support parents and classmates in their learning.

Who To Contact?

While this is certainly uncharted territory for all of us, I am confident that our excellent faculty, staff, students and families will work together to ensure that teaching and learning continue as the situation unfolds. If you have questions or concerns, please feel free to reach out to your child's teacher, to me or to any member of the Lower Division Administrative Team listed below. We will also continue to send Parent Notes throughout this time to keep you updated with information, and the school will send updates as they are needed. You

may, at any time, also refer to the [GFS COVID-19 RESPONSE site](#), which includes an FAQ.

- Jamie Roeder, Director of Early Childhood Education, jroeder@gfs.org
- Gail Hutton, Head of Lower Division, ghutton@gfs.org
- Shondra Cowling, Lower Division Counselor, shondracowling@gfs.org

Schedule Changes

In addition to this information about online learning, I did want to confirm that we will be canceling Grandparents and Special Friends' Day: We will continue updating you about schedule changes as the situation progresses.

I will reach out again before March 26 with a reminder and any additional information.

Warmly,

Jamie Roeder
Director of Early Childhood Education



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