



# JIS Five Phases to Reopening

*JIS is committed to welcoming everyone back to school and improving our learning models in a way that is engaging and rigorous.*

JIS is highly committed to reopening our campuses and providing students with invaluable opportunities to learn within the on-site environment as soon as it is deemed safe to do so. We believe doing so is in the best interest of our students. As we plan to reopen campuses in early 2021, there are many factors that will determine what a safe return looks like. The following principles will guide us as we make these decisions.

## JIS Key Guiding Principles



The health and safety of our students, faculty, staff and community members is paramount.



Offering a strong educational program which is grounded in the JIS mission and values in accordance with the best health and safety practices.



The mandates and guidelines set forth by the Ministry of Education and Culture, and the Indonesian Government.



The information and advice from trusted health officials, reliable medical organizations, and consultation with international schools around the world and in our region.

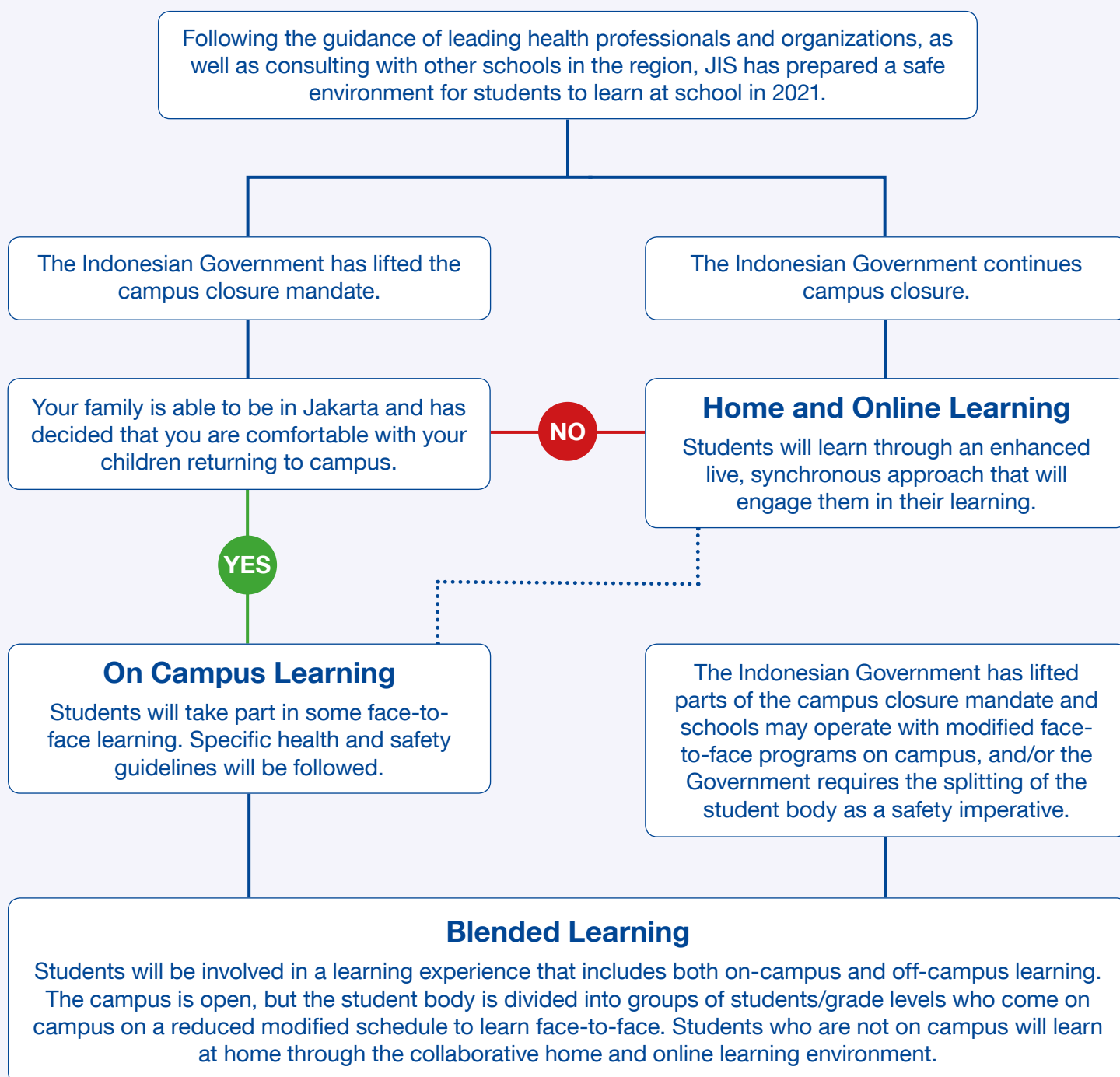


The feedback and needs of our community.

# JIS Program Delivery

This roadmap describes the three learning models that JIS anticipates will be needed in the 2020-21 academic year. It is guided by the assumption that, with uncertainties of the COVID-19 pandemic, JIS will need to continue to be flexible and respond quickly to circumstances in our own school community, government regulations and the public health situation.

As we plan to reopen our campuses in 2021, we are aware that we may need to adapt structures or close campuses with little notice. This means that JIS must be prepared to move between the different learning models more fluidly during the year.



Policies and plans will adapt as government regulations and public health situations change.

# Mission Directed and Learning Focused in a Time of Uncertainty



**We are** passionate, inquisitive and creative – learning in Indonesia to be best *for* the world.

**We value** perseverance, integrity, responsibility, respect, compassion, balance and fun.

**We will** inspire joyful, rigorous learning and foster wellness as a pioneering, inclusive, and collaborative community.

**We learn** by reflecting and relating, by being resourceful and resilient.



As a school, the JIS Core helps orient us and allows us to stay focused on priorities and make difficult decisions for the future. It also reminds us of our commitment to stay connected and continue to build a community of compassionate, responsible global citizens who will be positive influences and make a difference in the world.

## Learning at JIS

The COVID-19 crisis has challenged JIS to be more resilient and flexible, and to evolve as an institution for the delivery of learning beyond the traditional face-to-face approach. JIS has developed a five-phased approach to slowly reintroduce students to face-to-face learning in a safe way. JIS is committed to providing an outstanding educational program that reflects the JIS Core. All learning phases are informed by JIS's vision of learning, which states:



*Learning is a developmental, life-long process that transforms us by challenging thinking and building knowledge, skills, and understanding. Through engaging in diverse, real experiences and reflection, we become: responsible world citizens, effective communicators, collaborative workers, problem solvers, creative individuals, and self-directed, positive and adaptable learners.*

# Health and Safety Practices at All JIS Campuses

## Elementary, Middle, and High School

As we prepare to return to face-to-face learning, the health and safety of our community is of the greatest importance. The following practices will be strictly adhered to at all learning levels, Early Years, Elementary School, Middle School, and High School, and at each campus, Pattimura, Pondok Indah, and Cilandak.

### Counseling

Counselors will be available to meet with students via Zoom or in person while following health and safety protocols.

### Library

Students may check out books through the online platform. These will be distributed throughout the campus for pickup.

### Parent Teacher Conferences

All parent teacher conferences will remain online until **Phase 5**.

### Transportation

Bus transportation may be provided depending on the needs of the JIS student community. If bus transportation is provided strict health and safety measures will be followed. These measures include temperature checks before entering the bus, mandatory mask wearing, reduced capacity so that no passengers sit next to each other, and cleaning and sanitization before and after pickup and dropoff.

### Cafeteria

All canteens and cafeterias will remain closed during each phase of learning. The cafeteria may only reopen as a space to eat when it is deemed safe to do so and in **Phase 5**.

### Attendance

In **Phase 1**, there will be 0% attendance on campus, in **Phase 2** approximately 30%, in **Phase 3** approximately 40%. No JIS campus will reach 50% capacity until it is deemed safe to do so and JIS is in **Phase 4**.

### Office Meetings

All office meetings of five or more people will be held virtually until **Phase 5**.

### Assemblies and Gatherings

All assemblies and gatherings will be held virtually until it is deemed safe to do so and JIS is in **Phase 5**.

# COVID-19 Protocols

If a student or faculty/staff member has tested positive for COVID-19, or if anyone in their household has tested positive, the diagnosis must be reported to the JIS Nurse's Office so that contact-tracing can immediately begin. The affected individual(s) must quarantine for 14 days, then submit a written document from a licensed doctor/hospital confirming that it is safe for them to return to campus.

The JIS Nurses Office will immediately start contact-tracing and notify any JIS community members with whom the affected student or faculty/staff member has had physical, close (within 2 meters/6 feet), and approximate (in the same room) contact. These individuals must be tested and quarantined for 14 days.

If a student or faculty/staff member begins showing symptoms on campus, they will be taken to an isolation room and monitored by the JIS health team. The individual will be sent home, required to seek medical attention and take a PCR test. The test result — whether positive or negative — must be reported to the JIS Nurse's Office.

The JIS health team will start contact-tracing and notify every community member with whom the student or faculty/staff member has been in contact. They will be instructed to quarantine for 14 days and take a PCR test. The entire campus will be thoroughly cleaned and disinfected according to standards set by the United States Center for Disease Control (CDC).

For a student or faculty/staff member to return to school after recovering from COVID-19, they must submit an official Medical Certificate from a licensed doctor/hospital verifying that they are virus-free and no longer contagious. Anyone who fails to provide such a document will be sent home.

## Cleaning

JIS has mobilized daily deep cleaning with more than 80 cleaners with two shifts under the affiliate of AEON, a Japanese company with expertise in cleaning and facility management. Prior to campus reopening, the entire campus will be disinfected using KLENCO from Sanifect (a high-level disinfectant imported from Singapore and a UK-tested product), which kills viruses and bacteria yet is completely non-toxic and alcohol-free, making it safe for ULV cold fogging to achieve high-level environmental sanitation and to make JIS clean and safe. Areas that will receive students, such as classrooms, bathrooms, cafeterias, and recreation areas, will be disinfected within 24 hours of students' arrival. Disinfecting will continue regularly every day, with particular attention targeted at high-exposure areas like classrooms, bathrooms, cafeterias, door handles, etc.

JIS follows Sanifect's Standard Cleaning Procedures using KLENCO to physically remove germs, dirt, and impurities from surfaces daily, including objects that are touched often, such as desks, countertops, doorknobs, hands-on learning items, faucet handles, etc. Disinfecting kills most germs on surfaces or objects to further lower the risk of infection. Cleaning and disinfecting are part of a board approach to preventing infectious diseases in classrooms and offices.

# Phases for Learning

JIS is committed to prioritizing learning that allows for face-to-face interaction and an on-campus learning experience, where and when possible.

The phases presented within this document have been designed to ensure students will continuously engage in a strong educational program with similar expectations and learning outcomes, opportunities for purposeful and authentic learning experiences, multiple and reliable assessment of student learning, and learning within a supportive, caring and nurturing environment.

Based on stakeholder feedback, reflective conversations, and research within the educational community, we have designed the models and made significant enhancements to ensure that we are truly providing the best educational experiences for our students during this global pandemic. All the models have been developed to ensure uninterrupted quality learning experiences, flexibility, and seamless integration in the likely event that we need to respond to different circumstances over the course of the school year.

## **Based on the lessons we've learned, we have significantly enhanced our Home and Online Learning Program in the following ways:**

### **A stronger focus on synchronous learning to develop student foundations, knowledge, understanding, and skills:**

- All JIS teachers will operate in the Jakarta time zone.
- Students will learn in a live, Zoom-based environment aligned with the class/student's schedule. Teachers will teach live lessons via Zoom and will provide structured time for students to ask questions, engage in learning activities and be part of collaborative discussions and/or group work. Lessons will be recorded in case students would like to review material or engage with the lessons at another time.
- More focused professional development opportunities will be provided to teachers to enhance their skills and teaching practices within an online teaching and learning environment.

### **Prioritizing Human Connection**

- Relationships and human connections are more important than ever before. The Home and Online Learning Program will not only emphasize teacher and student relationships but relationships and community building amongst students. Experiences and activities that foster relationships, a sense of community, community spirit and leadership skills will be developed intentionally as part of the Home and Online Learning program.
- Online virtual after school/co-curricular activities that encourage social interaction will also be offered.

### **Clear and Consistent Guidelines for Teachers and Students**

- New parameters will be set for students and teachers that include expectations and schedules.
- Students will be required to attend classes/sessions according to the divisional/grade level schedule.

### **Increased Focus on the Home and School Partnership**

- Ongoing parent sessions, publications, articles and videos will be provided to ensure that parents can best support their children within an online environment.
- Parents will be invited to provide feedback more regularly on student learning experiences.

# Phased Reopening Plan - Overview

A comprehensive academic program is delivered and students will engage in purposeful, relevant and challenging learning experiences.

JIS will plan a gradual return to full face-to-face learning in **5 Phases**. The progression begins with **Phase 1**, full Home and Online Learning, as the current phase that JIS is in, and concludes with **Phase 5**, full face-to-face on-campus learning which includes all elements of our program.

**Phases 2-4 will slowly reintroduce students to campus taking the following points into consideration:**

- Number of students per pod
- Time spent on campus
- When and how pods can interact
- How much movement between spaces will be allowed

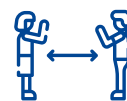
As we move through these phases, how online learning is implemented will be decided by division as appropriate. All of these plans will take into account any guidelines as provided by the Ministry of Education and Culture.



Learning will combine face-to-face on-campus learning experiences with coordinated off-campus Home and Online Learning experiences. Students will interact with teachers and peers and learn within supportive classroom learning environments, both face-to-face and virtually. Teacher and peer relationships, and collaboration, will be optimized during the on-campus learning experience.



Experiences and activities that foster relationships, wellness, a sense of community, community spirit and leadership skills will be focused on.



Physical distancing protocols will be followed when students are on campus and within learning environments.



Social and emotional support, well-being and reintegration strategies will be focused on. Additional support and outreach programs will be made available through counselors and the school psychologist.

# Five Phases Roadmap

All phases and details are subject to change depending on guidelines, regulations, and best health and safety practices. This is meant to provide an overview of our proposed plan.

## Phase 1

### Full Home and Online Learning

All students learn online for all classes and subjects

## Phase 2

### Blended Learning

- Students learn face-to-face for 3 to 4 hours in the morning
- Students are in pods (no more than 18 students, no more than 5 students in Early Years)
  - Pods stay together and do not mix with other pods
- Groups will be determined for a rotation of days on and off campus
  - Early Years will determine by grade level
  - Elementary School will determine by grade level
  - Middle School will determine by learning community
  - High School will determine by grade level
- Specialists and electives remain online
- Bus transportation possible with enhanced health and safety measures
- No face-to-face after school activities
- No in-person assemblies or large student gatherings on campus
- No lunch
- No cafeteria access
- No library access, books will be ordered online and picked up by students or delivered to students

## Phase 3

### Blended Learning with Increased Time on Campus

- Students learn face-to-face 5 to 6 hours a day
- Students are in pods (no more than 18 students, no more than 5 students in Early Years)
  - Pods stay together and do not mix with other pods
  - Full grade level pods at HS
- Groups will be determined for a rotation of days on and off campus
  - Early Years will determine by grade level
  - Elementary School will determine by grade level
  - Middle School will determine by learning community
  - High School will determine by grade level
- Some specialists and electives remain online
  - As determined by division, specialist classes will start to phase into face-to-face learning
- Bus transportation possible with enhanced health and safety measures
- Bring lunch from home or order Sodexo box (delivered to classrooms or grab and go), no outside lunch drop offs or deliveries
- No face-to-face after school activities
- No in-person assemblies or large student gatherings
- No cafeteria access
- Library access may become available dependent on relevant guidelines and regulations



## Phase 4

### Blended Learning with Increased Time and Days on Campus

- Students learn face-to-face for a full day
- Students are in pods (no more than 18 students, no more than 5 students in Early Years)
  - Pods may mix
    - Early Years 1 & 2 pods may interact
    - Elementary School grade level pods may interact
    - Middle School grade level pods may interact
    - High School stays with grade level pods
- Specialists and electives will teach face-to-face
- As determined by division, some after school activities will start to phase into face-to-face participation
- Bus transportation possible with enhanced health and safety measures
- Bring lunch from home or order Sodexo box (delivered to classrooms or grab and go), no outside lunch drop-offs or deliveries
- No in-person assemblies or large student gatherings
- No cafeteria access
- Library access may become available dependent on relevant guidelines and regulations

## Phase 5

### All Students on Campus

All students return to campus in a similar manner to pre-COVID-19 pandemic, continuing with “new normal” enhanced health and safety protocols.

*All proposed phases are dependent on the guidance of the Ministry of Education and Culture, the Jakarta Government, and best health and safety practices and are subject to change.*



### Special note to families who choose to remain online

JIS will accommodate and meet the needs of families that are unable to return, or who choose not to return to campus through a **flexible and enhanced** Home and Online Learning program. The Home and Online Learning program will ensure that students engage in a strong educational program with similar expectations, learning outcomes and experiences within a supportive, caring and nurturing environment.

There will be opportunities for students to reintegrate back into the face-to-face learning environment. Social and emotional support, as well as strategies, will be provided by a dedicated team during the reintegration phase. Details are listed below.