



Nanjing International School
An **Inclusive Learning Community**

Campus Access Guide
School Year 2020-2021

Access to Campus

- ❖ Access to our beautiful campus by students, teachers, and parents is a vital aspect of our learning community.
- ❖ The key drivers of our campus access protocols are student safety and student learning, in that order.
- ❖ NIS follows all relevant governmental guidelines and procedures regarding access to campus.
- ❖ This document is designed to explain the basic phases of campus access at NIS and address frequently asked questions.



Phases of Access

Our default position is that our campus is open. Under these conditions, our normal procedures for student, teacher, and parent access apply. That said, there may be times in which campus access is limited. The phases below describe the levels of access in five potential scenarios.

Campus Open	Level One	Level Two	Level Three	Campus Closed
Campus open to students, staff, parents, and community members under default access guidelines.	Campus open to students and staff. Limited access to parents and community members.	Campus open to students and staff. Campus closed to parents and community members.	Campus open to staff. Campus closed to students, parents, and community members.	Campus closed to all personnel beyond essential staff.



Phase One: Campus Open

In this phase, campus is open to students, staff, parents, and community members under normal operating conditions.



Parents have usual access to the Centre and designated locations on campus for student pick-up and events.



Students and staff have usual access to campus including learning spaces and shared activity spaces at regular timings.



All scheduled and supervised student/community activities can proceed on campus as usual.



Student travel is permitted, as usual.



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Phase Two: Limited Parent Access

In this phase, students and staff have near-normal campus access, while parents and other community members have limited access.



Parents have access to campus only when invited for specific events such as conference and performance days.



Student pick-up and parent parking procedures may be modified due to access restrictions.



Student trips and activities may be modified. Community access to campus is limited to designated events.



Phase Three: Students and Staff Only

In this phase, parents and community members are not able to access campus due to specific safety restrictions



Students and staff can access campus during the school day.
No co-curricular activities are offered.



Parents and community members cannot access campus.



Student bus routes may be modified and co-curricular travel is suspended.



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Phase Four: Staff Only

In this phase, students are engaged in distance learning. Staff are able to work from campus on a modified basis.



Teachers engage in distance learning from campus. Students learn online from an off-campus location.



Parents and community members cannot access campus.



Planning and preparation underway for a safe return to campus for students, when we are able.



Phase Five: Campus Closed

In this phase, students are engaged in distance learning. Campus is closed to all but a small number of essential personnel.



Students and teachers are engaged in distance learning and work online from an off-campus location.



Parents and community members cannot access campus.



Planning and preparation underway for a safe return to campus for students and staff, when we are able.



Frequently Asked Questions (FAQ)

1. How will NIS families know the current phase of campus access?

The Senior Leadership Team will communicate changes via the Weekly Bulletin and/or email messages to impacted groups. Detailed information will also come from classroom teachers, our Activities team, and Heads of Section.

2. How does the school determine the appropriate phase of campus access?

NIS works closely with local and provincial authorities to ensure a safe learning environment. NIS follows all governmental requirements and guidelines. The school also takes advice from medical professionals, communicates with other international schools in the region, and uses our best judgement when determining campus access procedures. Student safety is always our first priority.

3. What if access does not fit neatly into one phase?

The NIS Campus Access Continuum is designed to apply to a range of scenarios in which access might be limited. As each of these scenarios is unique, there may be times when our specific campus access guidelines do not fit neatly into one phase. In these cases, we will be sure to communicate the specifics to avoid confusion about who can enter campus.

4. What if I am still confused?

As always, if you have a question, please ask. Please feel free to contact any member of the NIS leadership team with any questions you may have. We are here to help! Contact information is on the next page.



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Please visit [Learning Continuity](#) on the NIS Website for more information about our overall approach to learning in uncertain times.

Please contact [Mr. Kasson Bratton](#), Deputy Director-Learning or [Mr. Arek Owczarek](#), Deputy Director-Operations and Finance with any queries.