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# FORWARD WITH WIS

A Guide for Washington International School Operations  
During the COVID-19 Pandemic

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– September 2021 –

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The School admits qualified students without regard to race, color, national and ethnic origin, sex, sexual orientation, gender identity or expression, religion, mental or physical disability, age, or any other status protected by applicable law, including the DC Human Rights Act, to all the rights, privileges, programs, and activities generally accorded or made available to students at the School. The School likewise complies with all applicable laws in the selection of its Board of Trustees and in the administration of its educational, admissions, scholarship and loan, athletic, and other School-administered policies and programs.

# Washington International School Pandemic Operations Plan

## RISK REGISTER\*

<p><i>Risk level to be determined by Head of School in consultation with Re-Opening Task Force and guided by available metrics.</i></p>	<p style="text-align: center;"><b>LOW RISK SCENARIO</b></p> <ul style="list-style-type: none"> <li>» No stay-at-home orders in DC, MD, VA.</li> <li>» Possible international travel restrictions.</li> <li>» No or few COVID-19 cases at WIS.</li> <li>» Absences on par with pre-COVID times.</li> <li>» Testing program at WIS continues.</li> <li>» No physical distancing in schools.</li> <li>» Few/no restrictions on gathering size.</li> <li>» Personal protective measures may be required by authorities.</li> <li>» Vaccinations not available to all students.</li> </ul>	<p style="text-align: center;"><b>LOW RISK SCENARIO (modified)</b></p> <ul style="list-style-type: none"> <li>» No stay-at-home orders in DC, MD, VA.</li> <li>» Possible international travel restrictions.</li> <li>» No or few COVID-19 cases at WIS.</li> <li>» Absences on par with pre-COVID times.</li> <li>» Testing program at WIS continues.</li> <li>» Physical distancing in schools (three feet or less).</li> <li>» Some restrictions on gathering size.</li> <li>» Personal protective measures may be required by authorities.</li> <li>» Vaccinations not available to all students.</li> </ul>	<p style="text-align: center;"><b>MEDIUM RISK SCENARIO</b></p> <ul style="list-style-type: none"> <li>» No DC stay-at-home (MD/VA possible).</li> <li>» Few/no travel restrictions.</li> <li>» Local COVID-19 cases plateaued or decreasing.</li> <li>» COVID-19 cases at WIS possible.</li> <li>» Student absences exceed pre-COVID times.</li> <li>» Testing program at WIS continues.</li> <li>» Six-foot physical distancing required.</li> <li>» Strict restrictions on gathering size.</li> <li>» Personal protective measures required by authorities.</li> </ul>
<p><b>General Operations</b></p>	<p>WIS is on-campus learning only. At-home health screening (no forms). Cloth face coverings worn inside at all times. Campus shuttle operates as normal. Possible lunch in cafeteria (Tregaron) as well as classrooms and outside. Enhanced cleaning procedures as needed. Campus visitors permitted with few restrictions.</p>	<p>WIS is on-campus learning only. At-home health screening (no forms). Cloth face coverings worn at all times. Campus shuttle at limited capacity/staggered seating. On-campus overflow class space may be used. Lunch in classrooms or outside. Enhanced cleaning procedures as needed. Campus visitors permitted; more restrictions.</p>	<p>Hybrid learning model for Grades 1–12 Early Years on campus daily (no distance learning). Daily at-home temperature and health screening. Cloth face coverings worn at all times. Campus shuttle at limited capacity/staggered seating. Lunch in classrooms or outside. Enhanced cleaning/safe products for classroom use. Campus visitors limited; arranged in advance.</p>
<p><b>Student Events and Activities</b></p>	<p>Co-curricular programs run as usual. Chorus, band, PE, recess — may be modified. Most or all PVAC athletics take place. Field trips permitted; overnight trips TBD. Large gatherings modified as required. Field day and sports day to be modified. Playground equipment used without restriction.</p>	<p>Co-curricular programs run as usual. Chorus, band, PE, recess — may be modified. Some PVAC athletics (skills clinics to supplement). Field trips permitted; no overnight trips. Large gatherings modified as required. Field day and sports day to be modified. Playground equipment used without restriction.</p>	<p>Co-Curricular programs may run on a limited basis. Chorus, band, PE, recess — modified/outdoors. PVAC athletics unlikely; skills development focus. No field trips. No field day, no sports day. No large group on-campus events. Playground equipment used with restrictions.</p>
<p><b>Parent and Large Group Events</b></p>	<p>Admissions tours likely. Orientations/outdoor receptions take place. BTS Picnic and Bazaar likely. International Dinner or Special Persons Day unlikely. Plays, concerts possible with limited seating. BTSN, conferences, parent meetings virtual. Grade 10 Project Fair and PYP Exhibition virtual or modified.</p>	<p>Admissions tours likely. New student orientations in person (no restrictions). Limited receptions considered. BTS Picnic and Bazaar considered. No International Dinner or Special Persons Day. Plays, concerts possible with limited seating. BTSN, conferences, parent meetings virtual. Grade 10 Project Fair and PYP Exhibition virtual or modified.</p>	<p>Virtual admissions tours; possible Saturday visits. New student orientation in person (restricted). No Bazaar, BTS Picnic, Int'l Dinner, Special Persons Day. Plays, concerts — virtual or modified. BTSN, conferences, parent meetings: virtual. Grade 10 Project Fair and PYP Exhibition virtual or modified.</p>
<p><b>Other Activities</b></p>	<p>School break camps for WIS students/siblings. Faculty/staff social gatherings likely (outdoors). Alumni Gathering TBD. Summer Camp likely.</p>	<p>School break camps for WIS siblings/students. Faculty/staff social gatherings TBD. Alumni Gathering TBD. Summer Camp likely.</p>	<p>School break camps to take place virtually. Faculty/staff social gatherings canceled. Alumni Gathering canceled. Summer Camp virtual.</p>

\* The August 2021 Plan does not list the High-Risk Scenario option, which seems unlikely at this stage of the pandemic. In a High-Risk scenario, the city would be under a stay-at-home order and all students would be distance learning. Campus operations would be minimal.

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## INTRODUCTION

After beginning the 2020-2021 school year in August with all students engaged in distance learning, WIS moved to the Hybrid Cohort Model in early October. We implemented an on-campus pooled surveillance COVID testing program for the Tregaron Campus in November 2020 and expanded the program to Primary School in January 2021. By April 2021 the majority of Primary School students were on campus daily; Middle and Upper School students remained in the Hybrid Cohort Model due to physical distancing requirements and campus space constraints. **WIS experienced no COVID-related closures after re-opening in October 2020.**

**For the 2021-2022 school year...we expect to open...with all students on campus daily.**

For the 2021-2022 school year, while we know that an increase in COVID cases or directives from officials could affect our plans, we opened in a low-risk/low-risk modified scenario, with all students on campus daily. We have found that layered mitigation measures helped keep our community safe in 2020-2021, and believe continued use of these measures will allow for in-person learning in the future.

WIS consulted numerous resources in preparing this document: the American Academy of Pediatrics, OSSE (DC Office of the State Superintendent of Education), the DC government, CDC (Centers for Disease Control) and WHO (World Health Organization), plans from universities and K-12 schools around the world, the DC Re-Opening Plan, guidance prepared by health and legal experts, and recommendations from membership organizations for independent schools. We held discussions with WIS parents who are health care professionals and the Children's National Hospital Return to School Taskforce and UnitedHealth Group reviewed the plan in November 2020. We have and will continue to update the plan as needed.

The Risk Register on the preceding page was prepared with guidance from the above resources. The Register describes conditions for different scenarios. Metrics affecting the School's movement from one risk scenario to another include:

- » Increasing/decreasing trend of COVID-19 cases in the District of Columbia and immediate surrounding areas.
- » Directives or orders from the DC government and/or other health officials (such as phasing, stay-at-home orders, quarantines).
- » Cases of COVID-19 within the immediate WIS community.
- » Availability of a healthy workforce to fully staff classrooms.
- » Accessibility of PPE and other equipment/facilities to keep the community safe.
- » Community adherence to the expectations outlined on page 3 of this document.

## COMMUNITY EXPECTATIONS

As members of a community, we agree to forms of cooperation that lead to benefits for all, sometimes prioritizing societal good over individual freedom. Members of the WIS community are therefore expected to adhere to behaviors and rules that advance our mission to be an exemplary learning community; these standards are defined in our *Employee Handbook* and *Community Handbook*, as well as in other rules and procedures.

During the pandemic — especially before the vaccine is available to all children — it is more important than ever that we have shared accountability for each other's health and safety. We must recognize that one individual's actions have the possibility to impact the entire school — and beyond.

Until the school returns to normal, pre-pandemic operations, all WIS faculty, staff, students, and parents are expected to abide by the School's safety measures and protocols, as outlined in this guide. These may include the following:

- » Staying home when sick or when experiencing COVID-19 symptoms (fever, aches, cough, shortness of breath, headache, chills, loss of taste/smell, diarrhea, nausea, vomiting or stomachache).
- » Participating in the school-based COVID testing program.
- » Following physical distancing expectations established by the School.
- » Use of cloth face coverings/masks as mandated by the School and/or external authorities.
- » Implementing heightened personal hygiene expectations, including washing or sanitizing hands frequently throughout the day and avoiding touching one's face, eyes, or mouth.
- » Agreeing to quarantine away from School as requested, or after traveling to COVID-19 hotspots, as required.
- » Other procedures specific to events and activities, which will be communicated by email in advance.

In addition, while recognizing the School cannot monitor or control what students and families do while off campus, community members are reminded to continue safe practices at all times. As of spring 2021 many restrictions have been removed, but we must remain attentive to risk; the ability to contact trace is still important to preventing spread.

The expectations set forth by WIS, including the ones above, are based upon the most up-to-date available guidance for operating schools in person in the current environment, including but not limited to guidance from the Centers for Disease Control and Prevention (CDC) and the District of Columbia Department of Health. As circumstances and/or guidance may change in the future, these expectations may also change accordingly. The goal of these shared expectations is to create an environment to maximize comfort working and learning in-person during a pandemic. Personal responsibility and care for all is crucial to establishing the trust necessary to come together.

## HEALTH AND WELLNESS

### Health and Symptom Monitoring

Community members are expected to monitor their own health and report student or faculty/staff illnesses to the division nurse. Health-conscious practices include:

- » At-home monitoring for COVID symptoms, including periodic temperature checks.
- » Remaining home when experiencing symptoms consistent with COVID or any communicable illness, per the *Community Handbook*.

There is no requirement for daily completion of a COVID-19 symptom check form in 2021-2022, but we may reinstate this practice if community spread becomes an issue. Alternatively, we may ask families to periodically complete such a form or to submit a form after non-local travel.

### On-Campus Pooled Surveillance Testing for COVID-19

We will not run universal COVID testing for the 2021-2022 school year, particularly as we expect most individuals 12 and over will be fully-vaccinated. As of August 2021, the School will not be conducting regular testing of vaccinated individuals. Non-vaccinated adults and children will be tested weekly. Individuals who refuse to participate in on-campus random testing will be expected to obtain test results from another provider and share the result with WIS.

### COVID-19 Cases in the WIS Community

A school community member who tests positive for COVID or who lives in the same household as an individual who tests positive must share this information with the division nurses.

- » The nurse will report this information to public health authorities if it has not already been done.
  - » The nurse will ask a series of questions to determine if the COVID-positive individual has been on a WIS campus and/or in WIS classrooms or other spaces.
  - » WIS will follow recommendations from local health authorities in regard to contact tracing, suspension of on-campus operations, and/or notifications and instructions to a classroom group, cohort, or larger segment of the community.
  - » A campus or portion of campus may be temporarily closed for cleaning if a COVID-diagnosed individual has been present at school.
  - » Faculty, staff, or students who have tested positive for COVID-19 will not be permitted to return to campus until they have self-isolated for at least 10 days from the start of symptoms (see details on COVID Decision Tree on the next page) or receive a negative test (if asymptomatic and cleared by a medical provider and a WIS nurse).
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## Quarantining and Travel

Non-vaccinated individuals who have been in close contact to someone with COVID-19 will be expected to quarantine for 10–14 days after contact with that person (or longer if living with someone who has COVID-19 and continues to be a close contact). Close contact, as defined by the CDC, includes: being within six feet of a COVID-positive individual for a total of 15 minutes or more; providing care in a household to someone with COVID-19; having direct physical contact with a COVID-positive individual; sharing eating or drinking utensils with a COVID-positive individual; having been sneezed/coughed on by a COVID-positive individual. WIS nurses will offer further guidance and must provide an “all clear” notice before quarantined individuals are able to return to campus.

WIS reserves the right to ask students and faculty/staff to quarantine at home if they have traveled to areas designated as high-risk or to areas governed by travel restrictions. The District of Columbia has imposed a recommended 10-day quarantine (or a quarantine/test procedure) on non-vaccinated individuals who have traveled to DC or returned home to the area after travel within the United States. In addition, non-vaccinated individuals will be expected to quarantine if they have been to countries identified as **high risk by the CDC**. The COVID page on the WIS website ([www.wis.edu/parents/covid-19](http://www.wis.edu/parents/covid-19)) includes a grid to explain travel regulations.

## Standard Immunizations and COVID Vaccinations

Students’ required immunizations must be up-to-date; a list of these requirements is available on the [WIS website](#). **Students who have not had the required immunizations by September 27, 2021 will not be permitted to attend classes on campus.**

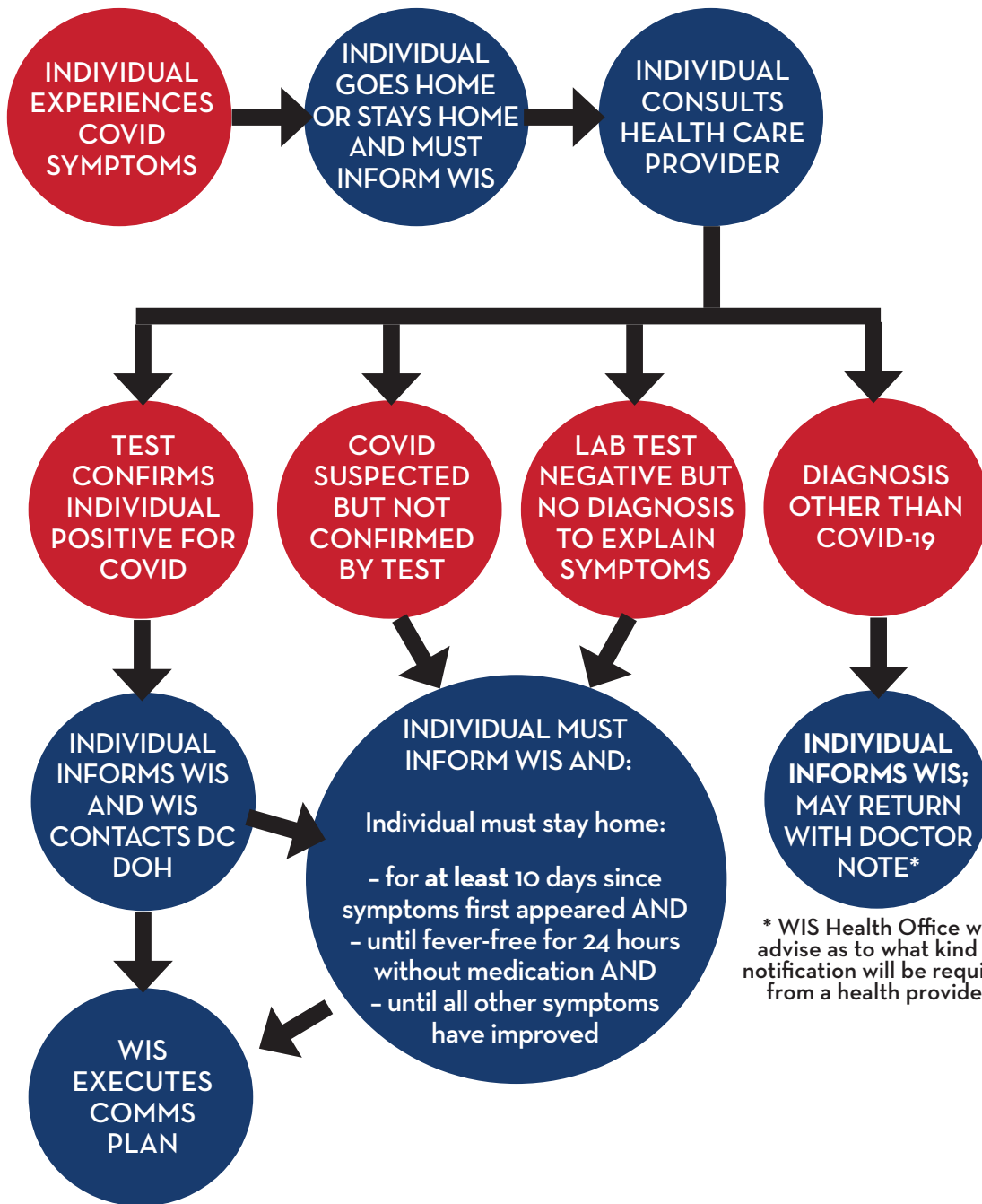
**As of Friday, September 3, 2021, WIS mandated the COVID vaccine for eligible students, faculty/staff, and permanent on-site vendors.** Individuals who are eligible but not vaccinated have the opportunity to request a medical or religious exemption. Such requests will be reviewed by the school nurse (students), human resources (WIS employees) or the vendor’s HR department.

In order to assist with monitoring of testing and contact tracing, parents were required to provide proof of their eligible children’s vaccination status when they updated health records prior to the start of the school year.

## Personal Hygiene

Signage is posted throughout buildings as a reminder of proper hygiene procedures. Hand sanitizer is available at classroom doors, in hallways, at the entrances and exits of buildings, and on the Primary School playground. Individuals entering and exiting are expected to use sanitizer. Frequent hand washing is encouraged, with supervision of our youngest students. Practicing proper hand washing techniques at home is advised.

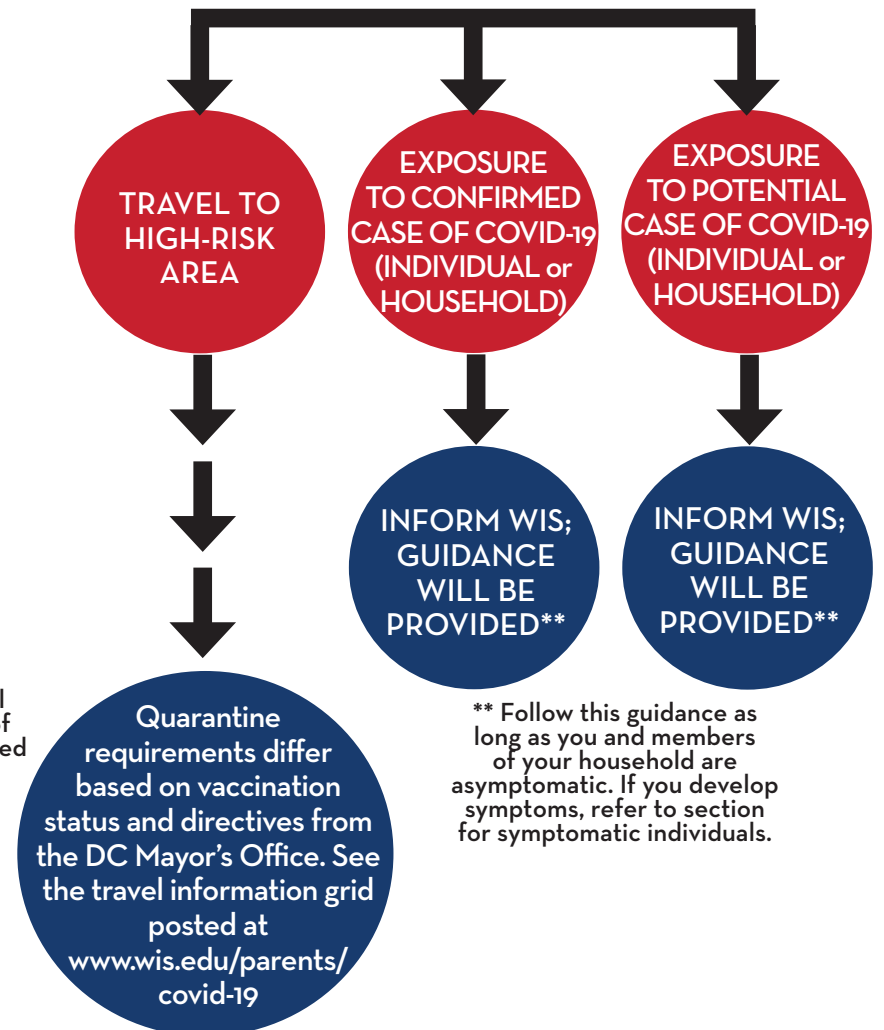
## FOR SYMPTOMATIC INDIVIDUALS



# COVID DECISION TREE

Updated May 2021

## FOR ASYMPTOMATIC INDIVIDUALS

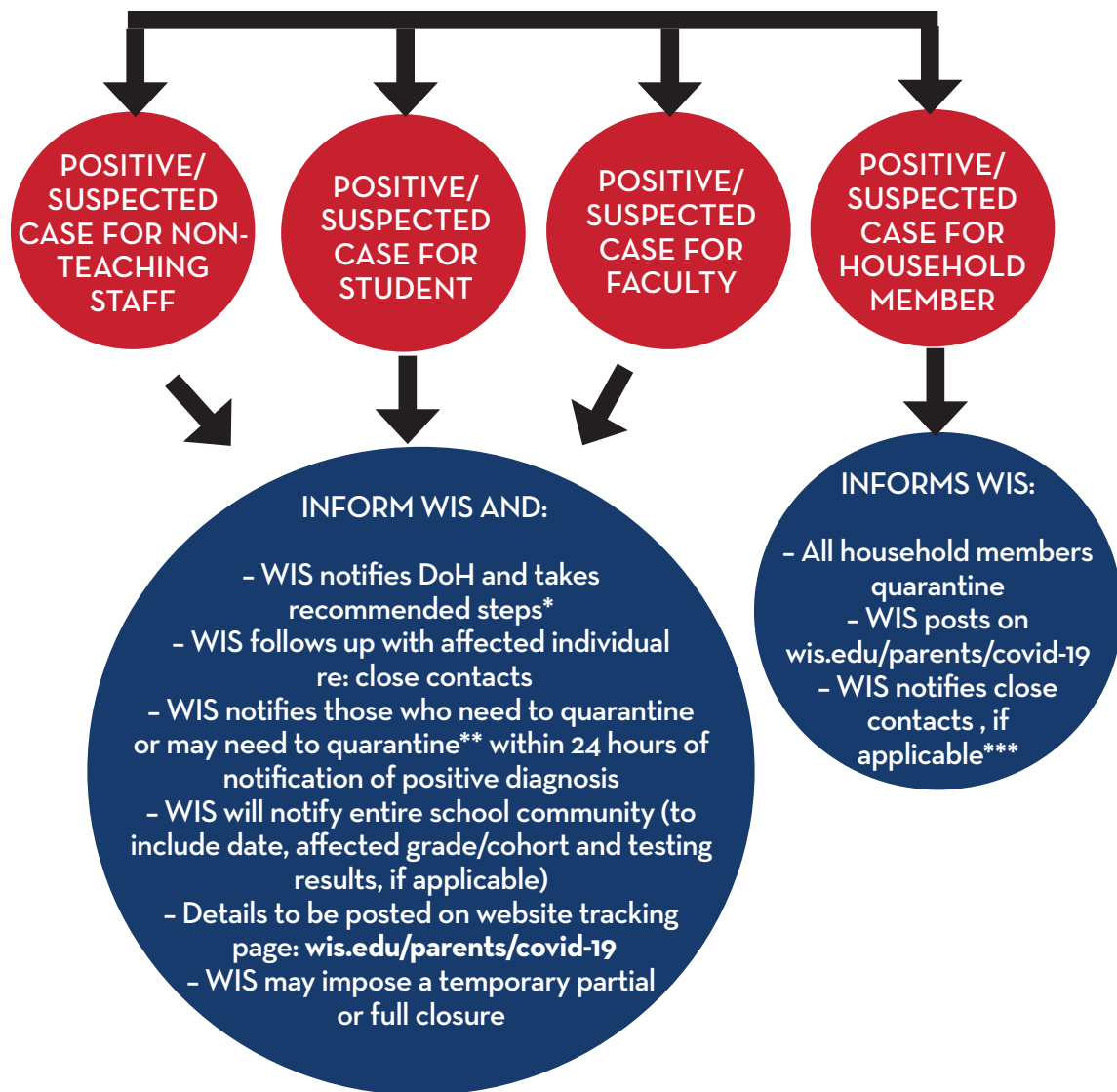




# COVID COMMUNICATION PROCEDURES

Updated May 2021

## HEALTH CONTACTS



Molly Foa  
Nurse Manager  
molly.foa@wis.edu  
202.495.7301

Courtenay Begert  
MS/US Nurse (part-time)  
courtenay.begert@wis.edu  
202.495.7301

Jaime Zike  
Primary School Nurse  
jaime.zike@wis.edu  
202.243.1709

The Nurse Manager will work with the Head of School, Associate Head of School, and Director of Marketing and Communications to inform the community; every effort will be made to maintain privacy while providing the information needed to keep the community safe.

\* DoH will have recommendations regarding sanitizing, cleaning, quarantining, etc. While WIS will inform DoH, this does not necessarily mean WIS will wait for DoH to proceed with next steps re: disinfection and notification to the community.

\*\* Close contacts will need to quarantine. This may consist of entire cohort or classroom groups at the Primary School, or extend to a grade cohort on the Tregaron Campus. Individuals with intermediate risk exposure may be asked to quarantine until a negative test result is obtained.

\*\*\* If there was no potential exposure to the WIS community (e.g. no member of the household was on campus within 48 hours prior to the diagnosis), there will be no separate notification, but information will be published on the WIS website at wis.edu/parents/covid-19.

**Face Coverings**

WIS must follow directives from DC Health regarding the use of face coverings on campus. Bandannas, neck gaiters, and masks with exhalation valves or vents are not considered acceptable face coverings. In August 2021, officials mandated that face coverings will be worn by all individuals at all times while they are indoors, unless alone in a closed room. Per DC Health standards, WIS has adopted a more flexible approach outdoors at the Middle and Upper School Campus. Masks are to be worn both indoors (except when alone in a closed room) and outdoors at the Primary School.

WIS has provided cloth masks to all faculty and staff and a face shield to faculty who wish to have one. Use of a face shield is optional. Students are expected to bring their own face coverings to school (we recommend each student should have two masks, labeled with a name, at all times). WIS has an emergency supply of face coverings but these should not be considered a substitute for individuals bringing their own masks to campus.

If your family's circumstances have not involved regular mask wearing for extended periods, we encourage parents to practice with their children (particularly with the youngest ones) so they become accustomed to wearing masks. We suggest you build up to longer periods of time and that parents emphasize that this is a practice necessary to help children protect themselves, their teachers, and their friends.

**Staying Safe on Campus and in Classrooms**

Measures to keep the community safe may include:

- » Installation of safety barriers in high traffic areas such as the Primary School lobby.
- » Staggered arrivals and procedures so students will not congregate at lockers or in hallways (medium risk).
- » Extra time between classes on the Tregaron Campus, to help prevent bunching up of students in hallways (medium risk).
- » Traffic flow protocols and directional signage within buildings (as needed).
- » Limiting occupancy in classrooms to meet physical distancing requirements.
- » Extra furniture and classroom items removed.
- » Hand washing or use of hand sanitizer before entering any classroom space (with hand sanitizer available in each classroom) or when entering the building from outside.
- » Within classrooms and other areas, shared use of devices, manipulatives, books, and toys will be discouraged; most items will be designated for a particular individual or will be properly sanitized before use by another student (more prevalent in medium risk).
- » Age-appropriate guidance/training on wearing face coverings, keeping hands clean, and maintaining physical distance.
- » Use of outdoor spaces.
- » Windows/doors may be opened when weather allows.

Students should not bring items (other than food and water bottles) from home unless needed for educational purposes. Early Years families are provided with guidance regarding sleep blankets and other items typically used in Preschool, Pre-Kindergarten, and Kindergarten classrooms.

### **Counseling and Student Support**

WIS counselors and learning specialists have prepared extensive plans to support the community throughout the pandemic, recognizing there will be different levels of anxiety about being on campus and in navigating on-campus life differently than in pre-COVID times. For the 2021-2022 school year, there will also be a focus on reconnecting students with their peers and teachers.

### **Faculty**

Faculty members who require accommodations due to the COVID-19 pandemic have been asked to contact the HR office. Informing HR and supervisors at the earliest possible opportunity will allow the School to plan for contingencies. WIS also recognizes that faculty may experience unexpected emergencies due to the pandemic.

## ACADEMICS | LOW-RISK OR LOW-RISK MODIFIED

In either of the low-risk scenarios we expect all students to be on campus every day. The key difference between these two scenarios is that physical distancing would be required in a low-risk modified scenario, meaning that we may need to split up classes and make use of overflow spaces in order to have all students safely attend school. We may also need to modify some students' schedules within the school day in order to adhere to physical distancing requirements.

### Distance Learning Options

**There will not be an opportunity to attend classes virtually in either low-risk scenario, except in the case of a COVID-mandated quarantine of a healthy student.** Students who are sick, whether with COVID or another illness, will be expected to remain at home until they have recuperated or are no longer contagious. They will not be expected to engage in academic work while they are ill. (Work may be provided by teachers in instances where recuperation is not required — for instance immobility due to a broken bone — but virtual learning will not be an option.)

Students who are away from campus due to travel or other personal choices will not have the option for virtual learning. There will be no exceptions to this policy.

In cases where students are compelled to quarantine at home due to an exposure to COVID-19, the following policies will apply:

- » Work will not be provided for Early Years students who are quarantining due to COVID exposure.
- » Take-home work (e.g. packets) will be provided for Grades 1–3 students.
- » Grades 4–8 students will be able to observe some classes synchronously via Zoom. The at-home student's role will be observational only.
- » Grades 9–12 students will consult individually with teachers to establish a work plan.

## ACADEMICS | MEDIUM-RISK

### Preschool, Pre-Kindergarten, Kindergarten: Early Years Model

In a medium-risk scenario we expect all Early Years students to be on campus every day. If physical distancing requirements exist, we may limit the number of students within in a classroom and furniture will be set to allow for proper physical distancing. Teachers will be encouraged to balance familiar routines (e.g. Circle Time) with physical distancing, recognizing the challenges that this presents for our youngest learners.

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**Grades 1–12: Hybrid Learning Cohort Model (Medium-Risk Status Only)**

The student body will be split into two cohorts, alternating weeks on campus with Cohort Red on campus one week and Cohort Blue on campus the next. In this hybrid model, faculty are present continuously, teaching students in the classroom as well as the students at home synchronously. In order to prevent screen fatigue for the cohort at home, and ensure continuity of experience for both cohorts, each day includes periods of synchronous and asynchronous learning. During asynchronous periods, both the on-campus and off-campus cohorts are engaged in independent activities (the teacher is available in the room for questions).

On the Tregaron Campus (Grades 6–12), synchronous and asynchronous learning has been scheduled as follows:

PERIOD	STATUS
One	Synchronous for both Cohorts
Two	Asynchronous for both Cohorts
Three	Synchronous for both Cohorts
Four	Synchronous for both Cohorts
Five	Asynchronous for both Cohorts
Six (Grades 11-12 only)	Synchronous for both Cohorts

Grades 1–5 weekly schedules are uploaded to Seesaw. The overall schedule remains the same: a 10-day model, alternating between English and French/Spanish.

In a medium-risk scenario, when WIS is in the hybrid cohort model, families may opt into an all distance-learning choice for their Grades 1–12 children.

**Technology Employed During Cohort Model Distance Learning**

Classrooms with interactive boards have a classroom-facing webcam mounted on top of the device. Classrooms with Apple TVs and projectors are equipped with a webcam mounted on a mini-tripod to be placed on a desk and pointed in directions as needed by the teacher. Students and teachers learn to use the tools through a combination of live training and recorded training videos. The IT Department assists any student who does not possess adequate technology at home with obtaining the equipment/access needed to participate in distance learning.

## STUDENT ACTIVITIES

### Field Trips

In a medium-risk scenario, field trips will not take place. In either low-risk scenario day trips (or shorter) will take place. Overnight field trips are unlikely to take place in 2021, but may resume for the second half of the school year.

### Athletics

For Middle and Upper School students, WIS engages in a competitive athletics program as a member of the Potomac Valley Athletics Conference (PVAC). The PVAC directors are in regular consultation and as of August 2021 agreed to hold athletics during the 2021-2022 school year.

In the absence of competitive sports for Grades 6–12, WIS will offer an athletics program focused on skills development and/or fitness maintenance. Opportunities will be communicated to students and parents.

Please see the Co-Curricular Programming section regarding athletics at the Primary School.

### Activities and Events

We hope to reinstate as many of the regular school activities as possible for the 2021-2022 school year. We expect, however, that activities will be more limited in fall/winter 2021. The overall vaccination levels of our student body may also impact our ability to hold some activities. In general:

- » Back to School Nights and Parent Teacher Conferences will continue to take place virtually.
- » Outdoor student activities — such as Primary School Field Days and Tregaron Sports Day — may take place with modifications designed to minimize close contact.
- » We hope to hold outdoor family activities such as the Back to School Picnic and the Bazaar, but we will need to make a decision closer to the proposed event dates.
- » Concerts and plays will take place virtually in a medium-risk scenario. In a low-risk scenario, we may permit performers to be together on stage, and may also consider options where some audience members attend in person and others attend via Zoom.
- » Events that would typically involve the congregation of large groups (over 50 people) on campus, such as dances, the Grade 10 Project Fair, PYP Exhibition, Grade 12 Graduation, and Grades 5 and 8 Moving Up ceremonies, may be modified based on the risk scenario.

## Co-Curricular Programming

- » In either low-risk scenario, we plan to resume extended day care for students. This includes before and after school care for Primary School students and after school care for Middle School students.
- » In either low-risk scenario we plan to offer a full schedule of in-person after school classes for Primary School and Middle School students.
- » Music teachers will offer in-person classes in either low-risk scenario.
- » We are planning to introduce an optional, fee-based athletics program at the Primary School for the 2021-2022 school year, assuming we are in either low-risk scenario.
- » In a medium-risk scenario, we are likely to have a more limited selection of co-curricular offerings.

## OPERATIONS

### Campus Hours

Campus hours may be adjusted based on the risk scenario. Hours for each campus are posted on the WIS website.

### Cleaning and Maintenance

*Enhanced cleaning measures will be in place during medium-risk and high-risk states and may continue in a low-risk state.*

- » Entry areas and common spaces are routinely cleaned and disinfected by the custodial team.
- » Hand sanitizer is readily available at the entrances of buildings, as well as in hallways and classrooms.
- » Cleaning processes and products have been enhanced to help counter possible transmission of the virus, per public health guidelines.
- » High touch areas receive more frequent cleaning. Such areas include tables, doorknobs, light switches, counter tops, toilets, faucets, sinks, water fountains, etc.
- » Safe, approved products are available in classrooms for teacher use.
- » **HEPA units have been installed in all classrooms to maximize air filtration.** This is in addition to use of MERV-13 filters in the HVAC systems for most buildings.

**Signage**

Signage posted throughout both campuses may include:

- » Reminders emphasizing safe practices such as hand washing, face coverings, physical distancing, etc.
- » Indicators for areas that have been cleaned/sanitized.
- » Directional signs regarding flow of traffic through buildings (less likely during low-risk periods).
- » Guides to indicate where furniture should be placed/where students should sit in classrooms (less likely during low-risk periods).

**Lunch**

- » A pre-order lunch service is planned for fall/early winter 2021.
- » Full-scale lunch service may resume in 2022.
- » Parent volunteer-provided Tregaron Grill may resume in 2022.
- » Outdoor dining will be encouraged on the Tregaron Campus, weather permitting.
- » Primary School students will eat lunch in classrooms, outdoors, and in expansion spaces.

**Campus Shuttle**

The shuttle will operate in both low- and medium-risk scenarios. Seating will be more limited in a medium-risk scenario and no drop-in service will be permitted. Drop-in service will resume in either low-risk scenario, though seating limitations may be imposed based on physical distancing requirements.

**Campus Visitors**

In order to limit exposure, campus visitors are discouraged in a medium-risk state. In either low-risk scenario, opportunities for parents to visit campus will increase. Visitors must follow the same rules as students and employees:

- » Any individual on campus must wear a face covering and practice physical distancing in accordance with School policy.
- » Parent volunteers may need to be pre-screened or may require vaccinations.
- » Parents/guardians/regular caregivers will be expected to wear photo ID badges. The School will provide instructions about acquiring badges prior to the start of the school year.



## CREATING THE ORIGINAL RE-OPENING PLAN

The Re-Opening Task Force began meeting in early May 2020. The Task Force consulted numerous resources in creating the original *Return to WIS* (now *Forward with WIS*) document: plans from universities and K-12 schools around the world, publications from OSSE (DC Office of the State Superintendent of Education), the DC government, CDC (Centers for Disease Control) and WHO (World Health Organization), guidance prepared by health and legal experts, and recommendations from school membership organizations. We held discussions with WIS parents who are health care professionals.

The Task Force made recommendations on the topics covered in this document (and more). Those ideas were then reviewed by the Re-Opening Red Team and sent back to the Task Force. The Task Force continues to meet throughout the 2020-2021 school year and worked with a committee of faculty volunteers to address various questions.

**Changes to the November 2020 version of this document were made based on a review by members of the Children’s National Hospital Return to School Taskforce. Minor updates were made in subsequent versions, including a name change to reflect the school’s ongoing open status.**

**We want to thank all of the individuals who participated in creating this plan.**

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