

## SFS DISTANCE LEARNING PLAN: SCHOOL CONTINUITY

We are all anticipating that COVID19 may increasingly disrupt our daily lives over the next few weeks or months. It is possible that The San Francisco School will have to suspend its regular classes and activities to prevent the spread of the virus within our own community.

Under the leadership of Carly Reiter (Director of Design, Engineering, and Technology), and in collaboration with school administration and our partner [Knowing Technologies](#), our teachers have been putting plans in place for students to continue their learning away from SFS in the event of a school closure of greater than four days. In addition to maintaining their daily classroom planning, this work has gone above and beyond, and we are truly grateful for the time and thought they have put into preparation. Even still, we may need to allow for a brief “grace period” between when school closes and when our full distance learning plan is ready to go live, particularly for 6th - 8th grades.

Below is a high-level introduction to the plans. In the event of an actual school closure, more details will soon follow.

- Students will bring home *School on the Go* bags containing assignments on paper, activities, books, and useful tools and supplies.
- Virtual Communication will involve:
  - Regular grade-specific messages from teachers with the lessons
  - Recorded online videos of lessons, tutorials, storytime, etc.
  - Individual and small group virtual meetups with teachers through Google Meet (Advisory, Morning Meeting, Singing Time, etc.)
  - Use of our current learning management systems (LMS) to post assignments and video tutorials directly to students (Seesaw for 4th - 5th grades, Schoology for 6th - 8th grades)
  - Contact information for teachers and technical support
- Families will receive recommendations on expectations, routines, and supervision around distance learning and device use.
- Administration and Family Association are working together to explore potential Extended Care or online social activities.

### Loaning School Hardware to our Families:

The distance learning program for 2nd - 8th will require use of the internet and devices. We recognize that many parents/guardians/caregivers may need the use of their own devices. To make distance learning accessible to all 2nd - 5th grade students, we intend to send iPads and chargers home with the 2nd - 5th grade students. These iPads are for school communication, lessons, and projects only. We strongly encourage you to store these devices away and discourage use for extracurricular activities.

We will have a limited number of iPads available for PS/K - 1st grade families who need a device for video communication with teachers. They will be available on a first-come, first-served basis. If you would like to reserve one of these devices for your family, please email Carly ([creiter@sfschool.org](mailto:creiter@sfschool.org)) as soon as possible. If your family already has a device that can be used by your student, please do not request an iPad so that those who need one may reserve one.

### How Will We Know When It Is Time to Close School?

The San Francisco School's emergency response team has adopted a detailed risk stratification and response protocol that has been implemented by members of the California Association of Independent Schools. We intend to stay open until we are advised differently by the SF DPH. Based on current information, closure could be recommended if a SFS staff or student member is diagnosed with confirmed COVID19. If a student has a close contact at home with COVID19 but the student is NOT SYMPTOMATIC, we will make every effort to continue school operations but may consider a temporary closure to ensure all appropriate precautions are taken.

As COVID19 is a novel and rapidly changing outbreak, recommendations from our public health officials will change. We will do our best to provide our community with advanced notice, but know that it may come unexpectedly.

Together,

Steve