



CHATTANOOGA PREPARATORY SCHOOL

July 10, 2020

Chattanooga Preparatory Community,

While this year has been filled with many unforeseen challenges and changes, the mission of Chattanooga Preparatory School has never been stronger. Our faculty, staff, and administration are more committed than ever to ensure the start of the 2020-2021 school year is successful as our top goal is to have 100 percent of our faculty, staff, and Prepsters in the building 100 percent of the time.

With the goal and feedback from our community in mind, our leadership team has determined that it is in the best interest of all Chattanooga Prep stakeholders to reopen cautiously, in phases as outlined in a plan we have entitled the Continuum of Reopening (see below). As the name suggests, this plan is designed to safeguard learning by ensuring that our scholars' educational experience is not disrupted by any changes necessary to protect the health and safety of our campus.

| Continuum of Reopening Phase | Description | Contingent Dates |
|--------------------------------------|---|-------------------------|
| Phase 1 <i>Remote Learning</i> | Prepsters will be engaged in Remote Learning - lessons and instructions will be posted on Google Classroom and Prepsters will complete assignments, with support from their teachers, at home. Attendance will be taken daily and grades will be given for all assignments. | August 6 - 12, 2020 |
| Phase 2 <i>Hybrid Learning</i> | Prepsters will be divided into groups or cohorts and follow a rotating A/B schedule that engages all Prepsters in the remote and in-person learning. Cohorts will come to school for in-person learning 2 days per week and engage in remote learning 3 days per week. | August 13 - TBA |
| Phase 3 <i>In-Person Learning</i> | All Prepsters return to the building for in-person learning 5 days per week. | TBA |

***Please note that all dates are contingent and subject to change. Phase transitions will be determined based on data relevant to our community and CDC guidelines**

Our leadership team is working hard to make this transition as convenient and efficient as possible by placing Prepsters who are in the same household in the same cohort. Cohort and schedule information will be sent on **July 31, 2020**. However, we encourage you to review the schedule below to understand what the rotation will look like. All students will be engaged in

learning from 8:00 AM - 4:00 PM Monday thru Friday with both cohorts participating in remote learning on Wednesdays.

| | Monday | Tuesday | Wednesday | Thursday | Friday |
|---------------------------|----------|----------|---|----------|----------|
| In-Person Learning | Cohort A | Cohort A | Building closed for deep cleaning and germ fogging. | Cohort B | Cohort B |
| Remote Learning | Cohort B | Cohort B | | Cohort A | Cohort A |

It is our hope that increased cleaning and smaller groups in the building will help reduce the transmission of the virus. We also plan to combat the virus by bringing in additional cleaning support during the day, providing all teachers with cleaning kits, installing touchless hand sanitizing stations on each floor, and serving meals in classrooms. Additionally, Chattanooga Prep will be enforcing a building entry policy that requires all visitors, employees, and Prepsters to undergo temperature checks prior to entering the building and wearing a mask while in the building.

To promote student success across all phases of learning, Chattanooga Prep will be entrusting scholars with Chromebooks prior to the start of the year. Chromebooks will be available for pickup on campus on the following dates.

| Grade Level | Date | Time |
|-------------|----------------|-------------------|
| 6th Grade | August 3, 2020 | 8:00 AM - 4:00 PM |
| 7th Grade | August 4, 2020 | 8:00 AM - 4:00 PM |
| 8th Grade | August 5, 2020 | 8:00 AM - 4:00 PM |

***6th-grade families MUST schedule an appointment for pickup as new Prepsters need to complete a 20-minute tutorial before signing out a Chromebook. Appointments can be scheduled [here](#).**

We understand that this is a big change everyone, and we appreciate your continued support. The safety of our faculty, staff, and Prepsters is our number one priority, and we hope that taking precautions will allow us to welcome everyone to the building before the year is over.

The Community Engagement Team will be hosting a parent town hall via ZOOM on July 16, 2020, at 6 PM. This will be a great opportunity to ask our team questions or share feedback regarding the reopening plan. Please use the instructions on the following page to join the call. If you have any questions, comments, or concerns prior to the town hall please do not hesitate to contact our main office at 423-602-7737.

Sincerely,

Chattanooga Prep Leadership Team

While the pandemic remains ongoing neither Chattanooga Preparatory School nor any school though can guarantee an environment that is completely free of COVID-19.

Parent Town Hall Information

When: Thursday, July 16 @ 6:00 PM

Where: <https://us02web.zoom.us/j/86931173886?pwd=UElGbEhjU0NwdmVZeElta09ibGR2Zz09>

Meeting ID: 869 3117 3886

Password: 201074

Dial by location: +1 646 558 8656 US (New York) *time zone*

OR

One tap mobile: +16465588656,,86931173886#,,,,0#,,201074# US (New York)