



Hybrid Instruction Overview for Families

In Advance of Hybrid Instruction

- All community members (faculty, staff, students, and parents) are asked to sign a pledge to help to mitigate the spread of COVID-19.
- Opt-in/Opt-out timeline: Parents are asked to respond between November 16-19 about whether they wish to opt-in or opt-out of hybrid instruction. Students will be able opt-in again at mid-trimester, January 19.
- Ventilation equipment with H13 True HEPA filters and advanced 4-stage filtration have been added to each classroom to maintain healthy air circulation.

Daily Protocols

- Masks and Physical Distancing will be required throughout the day as well as good hygiene and hand washing:
 - Approved PPE includes cotton cloth and medical grade face masks. Gaiters and loose-fitting bandanas are not approved for use. While face shields may also be used, they cannot replace the requirement that each person wears a face mask.
 - Sanitizer and wipes will be available throughout the building. Hand sanitizer should not replace hand washing.
- Daily Wellness Check:
 - A RUVNA daily health survey will be sent to parents, faculty, and staff via text and email early in each morning. There will be no need to login to the RUVNA app. All will be able to answer the questions directly from the email or mobile device. The daily screening will ask if the person has experienced symptoms consistent with COVID (shortness of breath, fever, loss of taste of smell, muscle fatigue, etc). Should someone experience such symptoms, they will be asked to stay home and await further guidance from the school. Results of the survey are linked with Veracross so we can easily check pass/fail based with ID card swipes. Mr. Mariano and Ms. Vargas will be at the 84th Street and 85th Street entrances and ensuring that only those who have “passed” may enter.
 - Additionally, temperature checks will be conducted as students enter the building. Anyone with a temperature above 100 degrees will get a second read and be assessed by the nurse. Per CDC guidelines, anyone with a fever of 100.4 or higher may not enter the building.
 - All members of the community are reminded to stay home when sick and absences should be called in as usual.
- Testing:
 - At this time, the state recommends testing only when there is possible exposure to the virus. We will not require all students/faculty to be tested before returning to the building and will comply with all state/CDC recommendations.
 - Weekly random testing will be conducted.
- In the event of a positive case:

- We will follow the most current protocols. Exposure is considered to be more than 15 minutes at less than 6 feet of someone who tests positive, with or without a mask. We have three people trained in contact tracing and will implement tracing procedures at that time. If there are two independent cases in the building, we would close for approximately two days to contact trace and deep clean. The entire community would be notified of a positive case; those who may have been exposed will have more details as part of the contact tracing. We will continue to stay up-to-date on best practices and update our protocols as necessary.
- Traffic in the building:
 - All hallways and staircases are wider than 6 feet to allow for two way traffic.
 - Markers have been placed throughout the building to assist in keeping traffic to the right and well-spaced.
- Cleaning Spaces:
 - Students/Faculty are asked to wipe down a space upon their arrival to a desk. For underclassmen, advisement rooms will only be used by those students, so they do not need to be wiped down each time the students return to the same desks throughout the day.
 - Maintenance will clean each afternoon and will have a more frequent bathroom cleaning schedule.
- Resource Centers:
 - Resource centers will be faculty work spaces only.
 - Students needing extra help will continue to meet via Zoom with teachers, though counselors will be able to have individual meetings in-person. Meetings should be scheduled.
- Locker Room:
 - Students will not have access to the locker room.
 - Students may wear PE uniforms or other appropriate exercise clothing to school on days with PE to eliminate crowded locker rooms.
- Library:
 - Only Seniors will have access to the library.
 - Grab and go books will be available.
- Office Hours:
 - Teachers will use Zoom for office hours. For students in the building, we are asking them to leave after classes. To accommodate office hours, if a student needs to meet with a teacher via Zoom, he will be able to go to the auditorium after school to do so and leave the building when done. Additionally, since advisors will be in classrooms by 8:30 for a 9:15 start and students may begin arriving at 8:30, the morning time may become a good opportunity for extra help.
- AMP:
 - AMP will be held in 503 afterschool for students who are in-person. Remote students will continue to use Zoom for AMP.
- Technology:
 - Students are expected to arrive with fully charged devices. We recommend having an external battery.
 - Students are also expected to have headphones for extra help with teachers over Zoom and for times when a teacher must Zoom for class.

- Any student who does not have a laptop will be loaned one for in-school work. Please be in contact with Ms. Lehn if you have not already done so.

The School Day

- Arrival/Departure:
 - Freshmen and Sophomores will use the 84th street entrance/exit. Juniors and Seniors will use the 85th street entrance/exit.
 - Community Time will be eliminated to reduce free time in the building and to assist with arrivals. Students may begin arriving to Regis at 8:30 a.m. for health screening and reporting to advisement locations. Advisement will officially begin at 9:15 a.m.
 - If a student has unstructured mods at the end of the day, he is dismissed and not required to attend PM advisement. Students without free mods at the end of the day will attend PM advisement and be dismissed over the intercom to help with staggering dismissals.
 - Students may NOT linger in or around the building.
- Students are divided into two groups rotating each week:
 - Claver (Freshmen and Juniors) will be in the building the first week while Ricci (Sophomores and Seniors) continue remote instruction. The second week, Ricci will be in the building with Claver at home. This will be noted on the calendar.
- In-Person Classroom structures:
 - Desks have been moved to be distanced six feet apart.
 - Spaces like the cafeteria, front and rear auditorium, and large conference room will also have one person desks and be used as classroom spaces. All have projection.
 - Students will wipe down their desk/surface as they enter a classroom. They need not do this with their advisement space as they are the only ones to use that space.
 - Mods will NOT be cut in hybrid instruction, but additional time will be needed to wipe desks (perhaps 5-6 minutes rather than our usual 3 minutes passing time).
 - It is recommended that students continue to submit work electronically to minimize paper being passed between students and teachers.
 - Underclassmen particulars:
 - Freshmen, Sophomores, and Juniors will have an assigned advisement room in which they will have most classes and NO other students will enter. Any class meeting as a half advisement will occur in this space.
 - For math, language, and double advisement classes, students will move to larger spaces.
 - All sophomore double advisement classes were able to be scheduled in large spaces.
 - Not all freshmen/junior double advisement classes were able to be scheduled in large spaces. A total of 1-3 classes per cycle, per advisement, must be split. Small advisement rooms are next to each other to allow teachers to move between the two groups or reach via Zoom to the neighboring room.
 - Students will stay in their advisement location for unstructured mods with a proctor. Students may work on assignments alone or in groups, take a

break, etc. An appropriate noise level and continued social distancing must be maintained.

- Senior particulars:
 - Since seniors do not travel as an advisement and more seniors are free at one time; they will not have a homebase room to themselves.
 - Senior classes utilize larger spaces so all students can be in the room at once while maintaining social distance.
 - During unstructured mods, seniors will be allowed in the cafeteria, lower gym, and library. All areas will be monitored and require continued social distancing.
- Supporting students who are remote:
 - There will be times when a student might have to quarantine for up to two weeks based on current recommendations. To manage the learning of the students in this situation, all classrooms have been set up with a camera to assist with using Zoom to teach the remote student.
- Lunch:
 - All students will need to bring their own lunch to school as there will not be cafeteria service and students will not be allowed out for lunch.
 - If a student forgets his lunch, he should see Mr. Mariano.
 - Freshmen and Juniors will have lunch in the cafeteria 3 times per cycle and Sophomores 2 times per cycle. Other days, they will eat lunch in their advisement location. A schedule will be provided.
 - Seniors will be in the cafeteria daily.
- Assemblies:
 - Since there will no longer be community time, occasionally mods will be cut to accommodate assemblies. Additionally, when students are home, they may have an assembly one morning a week beginning at 8:30 since classes do not begin until 9:30. Any schedule changes will be announced the week before.

Please feel free to reach out to Ms. Lehn (slehn@regis.org) or Mr. Mariano (cmariano@regis.org) with any questions.