



**Presidio Hill
School**
Since 1918

Dear PHS Families.

We were ready and excited to welcome your children back to school yesterday, and they literally came running into the building; thank you for your patience, understanding, and flexibility as we underwent our deep cleaning last week. Our new handwashing stations are now placed in our yards and students are enthusiastically washing their hands inside and outside of our buildings. Our extended community member with possible COVID-19 exposure is symptom free after 17+ days from possible exposure. As you know, we have been using the recommendations and guidance of the CDC, San Francisco Department of Public Health, and California Department of Health to inform PHS' path forward. Based on [recent recommendations](#) from the San Francisco Department of Public Health and [scenarios](#) provided by the California Department of Health, we have been working on increasing precautions at PHS and have also been deep in planning for a possible (if not probable) school closure in the near future. In addition, we have created a **COVID-19 Information webpage** for our community; please check there for previous communications, resources, and frequent updates.

We want to give everyone a heads up today in case we do need to move forward with a school closure and distance learning in the near future. While this is not a certainty at this point, it is becoming more of a realistic possibility as we track the situation in the Bay Area; all schools are undergoing similar preparations. It is important that you begin to think NOW of how your family might adapt to a distance learning program—who will help ensure your child accesses their learning online, who will supervise them at home, etc. It is time to begin thinking of friends, family, and neighbors who could help, and to talk to your employers about flexibility and the possibility of working from home should PHS need to close. I am well aware that this will seriously impact people in a variety of ways (and of course we are still hopeful that these preparations are precautionary or short-term, if implemented) however, there is no way for us to predict exactly if, when or for how long we may need to utilize distance learning options. Absences (student and staff) will be excused through the end of March and on an as-needed basis after that. Please reach out to your teacher and/or division director for extended absence plans. Below is an update about our longer term plans moving forward:

Distance Learning Plans at Presidio Hill School

The faculty and staff are developing a plan to deliver a well-rounded version of our curriculum and program via a distance learning model (online learning); this model will look different at each grade level, attuned to the developmental needs of our students and, in addition to continuing student learning, will consider:

- How to establish routines and expectations for students
- Maintain student and teacher communications
- Encourage exercise and physical activity
- Monitor time spent online (either for school work or on social media)
- Keep children social
- Set rules for social media interaction.

The CAIS guidelines for distance learning are very clear; we will meet or exceed requirements set forth by CAIS.

Family Preparations

Our distance learning plan will utilize Google Classroom, Google Hangouts, the Google Suite, and ZOOM to facilitate student learning and offer screen-to-screen engagement. These plans look very different depending on the grade and teachers are considering how best to translate their curriculum individually to their students. Starting immediately, your student will be asked to bring home the materials they may need in a distance learning scenario every evening. This take-home work looks different by grade, see the breakdown by class (subject to change) below:

- TK - (none)
- K - (none)
- 1st - book baggies matched to each student's reading level
- 2nd - folder of miscellaneous activity sheets
- 3rd - writing notebook
- 4th - reading notebook; writing notebook; spelling book; handwriting book
- 5th - writing folder, writing notebook; science notebook; new book for upcoming book clubs
- MS - Chromebook and charger, basic art supplies, paper, graph paper, pens, pencils, binders containing current assignments and work, current class (or future) reading book, current Math book.

Lastly, **please fill out [this simple form](#) immediately** so we can understand technology and supplies needs for our families. It is imperative that one parent/guardian fill out this form ASAP.

Next Steps: Stay tuned for the specifics of our distance learning plans before the end of the week.

Social Distancing at Presidio Hill School

As I shared in Friday's email, we have implemented the following strategies to limit non-essential community events:

- **Assemblies & Gatherings:** We will be cancelling or rescheduling all student gatherings that are larger than the size of a grade band. In-school clubs will not be affected.
- **Sports:** We will be cancelling or rescheduling all sport games with other schools. Practices will go ahead as planned and we will prioritize outdoor practice.
- **Recesses:** will continue as usual, with additional handwashing requirements implemented. Handwashing stations are on the lower and upper yards.

- **Enrichment:** Culinary Artistas will be cancelled for the rest of this session. Hapkido, Gymnastics, and Brazilian jiu-jitsu will be amended to restrict physical contact between students, and mats will be disinfected prior to and after class. All other classes will move forward as planned.
- **Food on campus:** We are not allowing outside shared food brought to campus (class celebrations, Wednesday Soup for Teachers, Friday snacks, etc). SchoolFoodies (individually packaged) will continue as usual.
- **Field Trips:** Students MUST stay home if ill. We will be cancelling or rescheduling most field trips to public spaces (museums, Institute on Aging, etc). If a field trip is to a location with limited outside contact or has a program that is more than half outside, we may choose to continue with the trip.
- **Conferences:** Conferences will continue as planned. PHS Camp/childcare during conferences will be open and will make as much use as possible of our outside spaces on campus. You will have the option of another format for conferences besides face to face if you would prefer.

These precautions will be in place until the end of March and then on an as needed basis.

School Event Postponements

In addition, we have a few event cancellations to announce:

- **CAIS Accreditation (March 15-18th):** Will be postponed until further notice; our committee chair (HOS) needs to be with his own school community during this time, and our ability to attend effectively to this process is severely limited due to focus needed on COVID-19. The CAIS board of directors will likely opt to simply extend our current accreditation status for the time being.
- **Spring Fling (March 21st):** We are postponing our Spring Fling and associated fundraising (including our wine vault) for now.
 - Our [Fund-a-needs](#) are nearly fully funded; thank you to all who have jumped in to support our school.
 - Our [Count Me In events](#) are smaller gatherings and therefore will move forward based on the host's discretion. You will hear more from either your host or the Spring Fling team soon.
- Spring Fling is an event we look forward to every year, and we have been humbled to see the incredible support you have already given. A huge thank you to Maxine Raphael and Gabby Solar for their planning, commitment, and now, flexibility!
- **Meet the Grad Alumni Event (March 25th):** Will be postponed until further notice.
- **Friday Coffee (ongoing):** Friday coffee will be postponed until further notice.
- **Wednesday Soup for Staff (ongoing):** Wednesday Soup will be postponed until further notice.

Presidio Hill School takes seriously our responsibility to our students, families, and staff, as well as to the greater San Francisco community. We will make every effort to be proactive in our

response to this ever-evolving situation and will support the academic and social-emotional needs of your children no matter what situation we are in.

In partnership,
Lisa