

September 23, 2020

Dear New Trier Families,

New Trier is preparing for a potential move to 25 percent hybrid learning beginning on **Tuesday, Oct. 6**. While that decision will not be finalized until Friday after the Reopening Advisory Board, administration, and Board and Education have reviewed the [COVID-19 dashboard for our area](#), we know our families need time to prepare for a return to school. This letter includes information about safety, logistics, and schedules once in-person learning begins.

Schedules

The return to school will be gradual to give us time to test and adjust our safety measures.

Students who have opted for hybrid learning generally will attend school for two consecutive days (a Blue Day/Green Day pairing) every two weeks. The first weeks of this schedule have some challenges with days off, so students in the A-E and F-K schedule do have irregular pairings in this first month. The schedule was developed to balance classrooms, and as it progresses, the days in school for all groups will even out given holidays and other days off. Assuming that New Trier moves to [Step 4 on the Reopening Ladder](#) and stays on that step through early November, the in-person instruction days by first letter of last name will be:

- A-E: Oct. 6, 7, 27, 28
- F-K: Oct. 20, 21; Nov. 2, 4*
- L-Q: Oct. 8, 9, 22, 23
- R-Z: Oct. 15, 16, 29, 30

*No in-person pairing Oct. 13-14 because of a mandated state testing day for seniors on Oct. 14; Nov. 3 is Election Day holiday

The [District's online calendar](#) will indicate which groups are in person each day. Families of students who have been identified by the District as needing additional support will receive a separate email by the end of this week.

Transportation

School bus service

Families who opted for school bus service will receive an email on Friday with bus stop, pick-up, and route information. The District will follow up next week with a reminder about safety precautions that students must follow to ride the bus.

Student parking

Seniors who purchased student parking permits for first semester will receive information about parking next week. Students who do not have permits may park in the South Happ Road parking lot at the Northfield Campus for free and take the shuttle to the Winnetka Campus.

Shuttle buses

New Trier will run shuttle buses between the two campuses before and after school as well as at times during the school day. A schedule can be found on the [Transportation web page](#). Capacity will be limited, and students must follow safety precautions including wearing a mask at all times to ride the shuttle buses.

Pace buses

Due to the pandemic, Pace has discontinued its “school day only” service. Some regular routes continue to serve New Trier’s campuses. Information is on the [Transportation web page](#) and the [Pace website](#).

Lunch Service

New Trier will not offer breakfast service, and lunch service through Quest Food Services will be limited to one grab-and-go lunch bag option per day. Meals must be pre-ordered by 9 a.m. each day. The coffee bar at the Winnetka Campus will be closed. Families need to set up a new account through RevTrak and use www.myschoolaccount.com to pre-order. We will send families a separate email with a unique verification code to set up their accounts. Instructions can be found [here](#).

Students will swipe in to designated areas on each campus during free periods and lunch periods, and capacity in each area will be limited. Students may remove face coverings only while eating and drinking.

Ruvna Health Screening and QR Code

Parents will be emailed/texted a unique health screener that they must fill out **each morning that their student will be on campus for instruction or extracurriculars**. The screener will generate a QR code that must be texted or emailed to students each day for them to present on campus via their phone or iPad. Students must display this code to be allowed on campus. More information is available [here](#).

Teacher Accommodations

Some teachers with accommodations will continue to teach remotely when hybrid learning begins. In these cases, an adult supervisor will be present in the room to assist with connecting the remote teacher to the classroom and to monitor student behavior. Teachers who will be remote will follow up with individual classes.

Safety Procedures

The health and safety of students and staff is New Trier's highest priority. We have made numerous changes at both campuses to protect the health and safety of everyone in our buildings, including upgraded filters in our ventilation system, protective barriers in classrooms and offices, tents and designated areas for lunch and free periods, health screening, signage, and additional safety measures detailed [here](#).

We need students and families to be vigilant to protect the health and safety of everyone and campus so we can keep school open. This includes:

- Wearing a well-fitting mask properly at all times while on campus
- Staying home if they have any COVID-19 symptoms, have traveled to an at-risk state, or have participated in a ["higher risk" sport or activity](#) as designated by the IDPH.
- Being honest on health screening forms. Students who are not honest about symptoms, travel, or activities may be reassigned to 100 percent remote learning and will not be able to participate in on-campus activities.
- Completing the [COVID-19 course and taking the Trevian Pledge](#)

General Information for On-Campus Days

- Students should bring headphones or earbuds along with their iPads every day so they can participate in Zoom or other activities with remote classmates.
- Students may not come to campus during the school day on their remote days. If they are participating in a sport or extracurricular activity, they should not arrive to campus before that activity begins.
- To avoid large groups of students congregating on campus, we ask that students depart school as soon as they are done with their classes, sports, or activities for the day. Students who end their day with a free or lunch period may go home after their last class.

100 Percent Remote Option

Families may still opt for 100 percent remote learning at any time by filling out our [online form](#). Anyone who already selected this option must remain in remote learning through November 4. Any families who wish to stay with their original selection (hybrid or remote) *will not need to do anything to remain in that selection for second quarter*. Families who selected 100 percent remote learning first quarter and wish to switch to hybrid for second quarter should email admins@nths.net requesting the change.

We are very excited at the prospect of welcoming our students back to campus for in-person learning. Please feel free to reach out if you have any questions.

Sincerely,

Denise Dubravec

Principal, Winnetka Campus

Paul Waechtler

Principal, Northfield Campus