July 31, 2020

To Old Brook Students and Families:

Greetings and welcome to a new school year! Although returning to school this fall will look different than any other year, we are excited to be working with our students again. Last year, 58 students graduated from Old Brook – almost double the number who graduated the year before – and this happened in the midst of a pandemic. We have no doubt we can continue to provide high quality education for all of our students this year.

We have spent the last few weeks preparing for **our first day of school on August 10, 2020** by ensuring that the health and safety of our students and staff is our top priority. Here are just a few of the things we have been working on:

* Mandatory masks worn inside at all times
* Touchless thermometers take everyone’s temperature upon entry, and those above 100 degrees Fahrenheit will be sent home and will not be allowed in the school
* Sanitizing stations in every lab and throughout the building (these contain hand sanitizer, alcohol wipes and cleaning supplies)
* Limiting the number of students/staff in a lab at any one time to ensure social distancing of at least 6 feet
* Student work stations sanitized by staff after each use
* Repeated cleaning of high touch areas such as door handles, sinks and toilets throughout the day
* Deep cleaning of the entire building daily by professional cleaning staff each evening
* Students and staff who are ill must stay home and get tested immediately.
* As we did last year, we are asking students to only bring to school those items needed for learning. Large bookbags/purses will not be allowed. We want to limit the need to touch common surfaces as much as possible.
* Breakfast and lunch will be “grab and go” style, to be eaten spread out in the commons or on your way out the door. Breakfast will be served from 8-8:10 and lunch will be served from 12:30 -12:40 and 1:20 – 1:30. There can be no large gatherings at mealtimes, and everyone still needs to remain at least 6ft away from each other.

In addition, as mentioned in our survey, we will be offering a variety of different ways students can learn:

* 100% remotely
* 100% in-school
* Or a combination of both

For those who choose to learn in-school, we will have 3 different sessions that are 2 hours long:

* 8:00am – 10:00am
* 10:30am- 12:30pm
* 1:30pm – 3:30pm

Utilizing the various ways of receiving instruction, as well as the three 2-hour long sessions, will enable us to keep the number of people in the building low and ensure social distancing of at least 6 ft.

Please note:

* **Regular attendance is back on the table.** Students must complete multiple assignments daily in order to be marked present. Lack of completing enough work each day will result in being marked absent and ultimately being withdrawn.
* End of Course exams (EOCs) are also back for the fall.
* Students completing 20 credits by September 30, 2020 will still be able to graduate with their diploma! The next graduation after that will be in June, 2021.
* Students’ Old Brook emails will be used to communicate with teachers, so check it daily!

We know that if we all work together, we can make this school year even more successful than last year!

Looking forward to a great 2020-2021 school year,

Joy Beasley, MLIS

Director