

Monday, March 29, 2021

Dear Students,

We hope everyone had a wonderful spring break!

We want to remind you all of this week's special schedule and Prep's reopening policies and procedures. While we are looking forward to the coming days with excitement, we recognize that our collective enthusiasm may be mixed with many other feelings as well. We have been learning online for a long time. Our goal on Tuesday is to begin the process of reacclimating to on-campus learning and daily interaction in responsible, kind ways. Should you wish to access additional support at any time, please remember our student support resources (accessible under the "[Groups](#)" tab of onCampus) and feel free to reach out to your teachers, grade level dean, Mr. Jamison, Ms. Walker-Oakes, Mrs. Kimble, Dr. Rotzien or Dr. Chaves for help. We are here to support you, wherever you are in your readiness to return.

All students must read [Prep's on-campus safety plan](#), as all students will be expected to observe the plan's instructions upon return to campus. Additionally, our [Student/Parent Handbook](#) governs school policy for all issues not superseded by the on-campus safety plan.

All students, parents, faculty and staff will be asked to agree to our Community Commitment, which you will find in onCampus when you log in on Tuesday. This commitment, based on the Honor Code, is intended to keep our community safe. If you have been traveling over break, please refer to Prep's travel and quarantine guidelines on the website, under the [Reopening Plan](#).

This week's schedule will be as follows:

Tuesday, March 30: Orientation Day

We look forward to seeing all students who will be returning for on-campus instruction for a required orientation day! All students should have their parents complete the Magnus Health screening and send you a screen capture of the GO page. Students should arrive with plenty of time to complete the Magnus check-in process.

- 9:00 a.m. to 10:00 a.m. - Blue Group (gates open for arrival at 8:30 a.m.)
- 11:30 a.m. to 12:30 p.m. - Silver Group (gates open for arrival at 11:00 a.m.)

Students in grades 7-9 will arrive at the lower lot (Hampton Road). Students in grades 10-12 who are being dropped off will enter campus at Ahmanson Gate on Crown Avenue. Seniors with assigned parking spaces in the lower lot should park there and enter through the gate in the lower lot.

Upon arrival on March 30, students will proceed immediately and directly to their assigned classroom (see attached document). **You MUST bring your fully charged laptop to campus on March 30.** A teacher will lead you through a one-hour orientation to Prep's

hybrid learning experience, including access to the WiFi, review of on-campus safety protocols, and some simple games to welcome you back and connect with each other. Anyone having difficulty accessing the WiFi will proceed to one of several designated technology support stations. By learning these skills on March 30, everyone will be up and running for a great first day of class on March 31 and April 1!

For juniors scheduled for the ACT on March 30, you will take your ACT as planned in Miller Theater in the morning. Specific information about the test has been sent to you by Ms. Lem. When your exam ends, you will have a short break for a snack, and then you will also have the opportunity to complete the WiFi access process, review safety protocols, and play a few games. You will depart through the lower lot at 1:00pm.

Students choosing to continue learning from home will have a student holiday on March 30. All orientation materials presented during this day, including wi-fi access instructions and a video introducing Prep's safety protocols, will be available via onCampus should at-home learners wish to access them. If anyone has questions or would like support, please reach out to your grade level dean.

We would like all students who plan to return to campus for learning to set up their laptops for access to the school's WiFi network before Monday, March 29. A printable version of these instructions is attached to this email.

1. [Navigate to this link](#) on the laptop you will be using.
2. Click Start and follow the steps to download Prep's WiFi configuration onto the laptop.
3. With this profile on your laptop, you should be able to connect to the school WiFi as soon as you arrive on campus.

Wednesday, March 31: First Day of On-campus Classes (Blue group)

Classes will begin as usual at 8:10 a.m. Students should arrive to campus as follows (see map):

- Grades 7-9 and seniors with parking permits: Lower Lot
- Grades 10-12: Upper Lot and Ahmanson Gate

Thursday, April 1: First Day of On-campus Classes (Silver group)

Classes will begin as usual at 8:10 a.m. Students should arrive to campus as follows (see map):

- Grades 7-9 and seniors with parking permits: Lower Lot
- Grades 10-12: Upper Lot and Ahmanson Gate

Students with a first-period free must sign in at the attendance office as usual, prior to moving to the designated free-period zones (Ahmanson Plaza and the designated area adjacent to the field).

At 2:30 p.m., all students who do not have a scheduled after-school activity (such as an athletic practice) should plan to leave campus. Students may only remain after school for scheduled activities. **On-campus club meetings may resume the week of April 6.**

When coming to campus for classes, please bring the following:

- A book bag or backpack that can hold your belongings through the school day. No lockers are available.
- Laptop with charger
- Earbuds or headphones with a microphone
- Visual arts kits, if requested by the teacher to bring to school
- Science kits, if requested by the teacher to bring to school
- Lunch, reusable water bottles, and snacks
- Replacement masks if needed
- Depending on the weather, a jacket, sweater, or additional clothing. Windows and doors will be open in classrooms.

We are looking forward to a great week!

Sincerely,
Ms. Cooper and Ms. Walker-Oakes