

NEWS RELEASE | JULY 2020

This document contains templates for a news release, to be submitted to local news publications. The release will announce the launch of the district's reopening plan and provide any other relevant information for families and community members at this time.

There are three sets of news release templates in this document, based on the following scenarios:

- **Scenario A**: *The district is able to welcome back all students into its buildings and resume a mostly normal school day schedule.*
- **Scenario B**: *The district can welcome back students into buildings with a staggered schedule (e.g., A/B days).*
- **Scenario C**: *The district begins the school year delivering all instruction remotely. Students and staff do not report to the school buildings.*

Scenario A: News Release

Please direct inquiries to:

<NAME>, <PHONE_NUMBER>
<EMAIL_ADDRESS>

FOR IMMEDIATE RELEASE: <DATE>

<DISTRICT_NAME> Releases Plan for Reopening School Buildings

<CITY>, <STATE> — The <DISTRICT_NAME> has released its plan for reopening school buildings on <DATE>, the first day of school for all students.

The plan, titled <PLAN_NAME>, details the district's strategy for welcoming students and staff back to school for the fall semester. Although the district plans to provide in-person instruction to start the school year, it will do so while implementing protocols like physical distancing, enhanced cleaning and other measures to minimize the risks of COVID-19 transmission.

The district will also offer a remote-only learning option for families who do not yet feel comfortable having their students return to school. All remote learning will be required and offer rigor and opportunities equal to what students experience on campus.

<QUOTE FROM SUPERINTENDENT OR BOARD PRESIDENT>

To help mitigate risk, all students and staff will have their temperatures taken as they enter school buildings. Anyone determined to have a fever will be sent home immediately. Although students will not be required to wear masks, the district will work to foster a respectful environment in which there are no stigmas associated with doing so.

Students will enter and exit each building at one set of doors. Visitors will not be allowed in the schools for the time being, and family members will not leave their vehicles when picking up or dropping off their children.

In addition, teachers will allow for more breaks for handwashing, while no-touch hand sanitizer units will be placed throughout all buildings.

The district's custodial staff will significantly increase the wiping down and disinfecting of public spaces and high-touch surfaces during school hours. Each evening, they will conduct a more thorough cleaning, again disinfecting high-touch surfaces like sinks, drinking fountains, door handles, tables and desks.

The <DISTRICT_NAME> has established a web page where families and community members can learn more about the reopening plan and preventive actions being taken to protect public health and safety. To access the page, visit <URL>.

###

Scenario B: News Release

Please direct inquiries to:

<NAME>, <PHONE_NUMBER>
<EMAIL_ADDRESS>

FOR IMMEDIATE RELEASE: <DATE>

<DISTRICT_NAME> Releases Plan for School Reopening Using a Hybrid Learning Model

<CITY>, <STATE> — The <DISTRICT_NAME> has released a plan for reopening its school buildings using a hybrid model on <DATE>, the first day of school for all students.

The plan, titled <PLAN_NAME>, details how students will spend half their time in school and the other half engaged in remote learning. The district's goal is to transition back to full in-person teaching and learning as soon as it is safe to do so.

<Provide an overview of the hybrid model in 75 words or fewer.>

The district will also offer a remote-only learning option for families who do not yet feel comfortable having their students return to school. All remote learning will be required and offer rigor and opportunities equal to what students experience on campus.

<QUOTE FROM SUPERINTENDENT OR BOARD PRESIDENT>

To help mitigate risk when students are in school, all individuals will have their temperatures taken as they enter school buildings. Anyone determined to have a fever will be sent home immediately. Although students will not be required to wear masks, the district will work to foster a respectful environment in which there are no stigmas associated with doing so.

Students will enter and exit each building at one set of doors. Visitors will not be allowed in the schools for the time being, and family members will not leave their vehicles when picking up or dropping off their children.

In addition, teachers will allow for more breaks for handwashing, while no-touch hand sanitizer units will be placed throughout all buildings.

The district's custodial staff will significantly increase the wiping down and disinfecting of public spaces and high-touch surfaces during school hours. Each evening, they will conduct a more thorough cleaning, again disinfecting high-touch surfaces like sinks, drinking fountains, door handles, tables and desks.

The <DISTRICT_NAME> has established a web page where families and community members can learn more about the reopening plan, the hybrid learning model and preventive actions being taken to protect public health and safety. To access the page, visit <URL>.

###

Scenario C: News Release

Please direct inquiries to:

<NAME>, <PHONE_NUMBER>

<EMAIL_ADDRESS>

FOR IMMEDIATE RELEASE: <DATE>

<DISTRICT_NAME> to Start School Year with All-Remote Learning

<CITY>, <STATE> — The <DISTRICT_NAME> has released its plan for the start of the 2020-21 school year and the various scenarios that could lead to reopening its buildings to students and staff in the future.

The plan, titled <PLAN_NAME>, details how the district will offer remote-only learning to begin the school year on <DATE>. This decision has been made based on guidance the district has received from <NAME_OF_ENTITY>.

<QUOTE FROM SUPERINTENDENT OR BOARD PRESIDENT>

All remote learning will be required across all grade levels. The district will expect students to participate in class based on the guidelines set by each teacher. Students will receive a report card at the end of the quarter.

To help ensure students can fully engage in remote or online learning, the district will provide laptops for those who do not have reliable access to a computer at home. The district is also exploring options for securing Wi-Fi hotspots for some students so that they have the tools needed to learn from a distance.

Additionally, the <DISTRICT_NAME> will provide meals to children on a daily basis. <Provide detail on how students will receive meals in 75 words or fewer.>

Although students will be engaged in remote learning in the short term, the district has a plan for welcoming back students and staff into its buildings once it is safe to do so. <Provide detail on when the district could reopen buildings for in-person instruction in 75 words or fewer.>

The <DISTRICT_NAME> has established a web page where families and community members can learn more about the reopening plan and the remote learning model that will be used to start the school year. To access the page, visit <URL>.

###