

The Vanguard School Reopening Frequently Asked Questions (FAQ's)

Below, please find information regarding the 2020-2021 school year. This is a live document that will be updated periodically as we have more information/answers to share. **These FAQ's were last updated on September 16, 2020.**

Our Mission: The mission of The Vanguard School is to help guide students in development of their character and academic potential through academically rigorous, content-rich educational programs.

Our Guiding Principles:

- Achieve the mission of The Vanguard School.
- Ensure the health and safety of students and staff.
- Respond flexibly to social distancing and/or distance learning requirements.
- Provide predictability and stability as we prepare students, staff, and families for their role in an instructional model that supports academic growth through content-rich and rigorous academics and provides opportunities for social connections.
- Ensure our students feel valued and successful

GENERAL INFORMATION

[Click here](#) to view our academic calendar.

2. What is the school day schedule?

K-6 In-Person Schedule:

K-3: 8:00 A.M. – 3:15 P.M.

4-6: 7:45 A.M. – 3:00 P.M.

7-12 Hybrid Schedule:

Junior High: 7:30 A.M. – 11:30 A.M. Blue Cohort / 12:30 P.M. – 4:30 P.M. Gold Cohort

High School: 7:30 A.M. – 11:35 A.M. Blue Cohort / 12:30 P.M. – 4:35 P.M. Gold Cohort

3. Will health screenings be performed at school?

Staff and students are expected to self-screen before coming to school each day. If they are exhibiting any of the symptoms below, they should stay home and call the school nurse for guidance at 719-471-1999 x141.

- fever (100.4 or higher)
- cough
- shortness of breath
- chills
- muscle pain
- sore throat
- loss of sense of smell or taste
- gastrointestinal symptoms of diarrhea
- vomiting or nausea

Staff or students who are exhibiting signs of illness may be screened further.

Students and staff will have their temperature check on an ongoing, randomized basis

4. Will students and staff be required to wear a facial covering?

In accordance with the Governor's Executive Order requiring facial coverings for everyone older than ten years old, Vanguard requires facial coverings for all students in grades 5-12 and for all adults. Students under grade 5 are encouraged, but not required, to have facial coverings.

This requirement will likely stay in place once the Executive Order has expired. Parents can help play an important role in this effort by experimenting with various styles and designs to see which are most comfortable for your kids and practice proper mask etiquette at home so they're prepared to come to school.

5. What if I do not want my child to wear a facial covering?

Students in grade 5-12 must have a documented medical or educational reason for not wearing a facial covering. Distance Learning is available for any students who do not want to wear a facial covering and do not have a documented medical or educational reason for not doing so.

6. Can facial coverings have designs on them?

We are attempting to provide staff and families with a lot of latitude regarding facial coverings. We want to make the most of this required situation. Therefore, rather than having a strict policy on facial coverings, we have created the following guidelines for students and staff-members:

- They adhere to **published guidance from the state** and as such, must fit each person appropriately, covering both the nose and the mouth.
- Any solid color and/or pattern is acceptable.
- Characters (e.g. Mickey Mouse, Paw Patrol, etc.) are acceptable. Please steer away from any facial covering featuring writing, words and/or logos unless it is The Vanguard School logo, colleges or universities, or sports teams.
- They should not have embellishments such as sequins, glitter, three-dimensional art, etc.
- They cannot feature political-related content (words and/or images), profanity (words and/or images), or any message and/or image deemed inappropriate or distracting.

The overarching idea is that facial coverings should not create distraction or discord among staff or students. If you have any questions about what to wear, please err on the side of steering clear of anything that could be distracting, controversial, or divisive.

7. What social distancing guidelines will the school put in place?

Social distancing is being practiced to the fullest extent possible. This includes arranging classrooms to maximize space between students, limiting group sizes, and restricting non-essential visitors. More information in the "Health and Sanitation" section below.

8. What added safety measures and procedures are being put in place to protect our teachers and students?

We have a variety of safety measures in place, including requiring facial coverings for all staff and students (grades 5-12), cohorting classes, frequent handwashing / sanitizing, and implementing robust sanitation measures. More details in the "Health and Sanitation" section below.

9. Will parents/visitors/volunteers be allowed in the buildings?

All visitors, including parents and volunteers, will not be allowed in school facilities during the school day, including classrooms, hallways, playgrounds, and other common areas.

Anyone on school grounds is required to wear a facial covering, complete a temperature check, and answer screening questions.

10. What is a learning posture?

We are currently planning three different learning postures: **Full-Time In-Person Learning**, **Hybrid Learning**, and **Distance Learning**. Details of each posture are laid out in our [Reopening Plan](#), and frequently asked questions on each can be found below.

11. Can I switch between In-Person and Distance Learning?

A family may choose In-Person or Distance Learning. This decision was indicated on the most recent 2020-2021 Letter of Intent/Confirmation of Enrollment. Families may request to change between In-Person and Distance Learning or vice versa as needed. **If you would like to change your child's learning approach, please contact the appropriate Assistant Principal based on the grade-level of your child, or email info@TheVanguardSchool.com** and your message will be forwarded on to the appropriate person. We will accommodate these switches as possible, however, please allow 1-2 weeks for arrangements to be made.

12. How will drop-off/pick-up work?

We will rely on our traditional carlines for drop-off and pick-up. Parents will not be allowed inside the buildings during pick-up/drop-off time. Please [click here](#) to view our Drop-off and Pick-up Procedures.

13. What if I need to pick my child up early?

If a parent needs to pick up a child early, they may park in a designated pick-up spot and call the front office. The child will then be released to the parent by the front office staff.

14. Will the K-8 Uniform Policy and High School Dress Code change?

Besides the addition of facial coverings, the uniform policy will remain the same in K-8, and the dress code will remain the same in high school.

15. When will supply lists be posted?

Supply lists are currently available on our [website](#).

16. Is the school still offering Innovation Learning or any other before/after-school-care?

We are happy to report that the school was able to work with Innovation Learning to make before and after school care available at a location very close to both campuses. Please [view the flier](#) for Vanguard's 2020-2021 Innovation Learning program for more information.

17. Where can I find more information?

Please read and familiarize yourself with our [Reopening Plan](#), visit our [website](#), and check your emails for official school eBlasts and newsletters for the most current information. You may also watch the recording of our [virtual coffee event](#) and visit our [official Facebook page](#).

18. How can I ask additional questions?

Please email info@TheVanguardSchool.com with any additional questions or concerns.

Full-Time, In-Person

1. What is it?

The Full-Time, In-Person Learning posture is a traditional school schedule - students will be at school, in-person, for a full school day.

2. How are you socially distancing In-Person Learning?

Cohorting: Cohorting is the act of intentionally arranging a group of students in a way that prevents them from interacting with other groups of students.

- K-6 is primarily cohorted by grade-level.
- T hybrid structure automatically creates the cohorts for 7-12 students based on the morning versus afternoon sessions.
- In the Hybrid Learning posture, we are **aligning siblings** so that that each family is assigned to only one session.

3. Can I choose for my child to do Distance Learning if I do not feel comfortable with sending my child to school in-person?

Yes. Any parent may opt for the Distance Learning Posture. Please email the appropriate Assistant Principal based on your child's grade level to choose this option. All staff and faculty email addresses can be found [here](#).

Hybrid

1. What is it?

The Hybrid Learning Posture allows students to be at school, in-person, 4-days-per-week, for a half day (either the morning or afternoon session).

2. Are we currently using the Hybrid Learning posture?

Yes! 7-12 Students transitioned from Distance Learning to Hybrid Learning on September 10.

3. How will student placement in either the morning or afternoon session be determined.

Students were randomly assigned to either the morning (Blue Cohort) or afternoon (Gold Cohort) session. We are not able to honor requests; however, we will ensure that all siblings are assigned the same schedule.

4. How do I know what cohort my child is in?

Your Parent Infinite Campus Portal and your child's Student Infinite Campus Portal both list your family's cohort. If you are having trouble finding your cohort through Infinite Campus, please ask your child's teacher or the appropriate front office staff.

Distance Learning

1. What is it?

The Distance Learning posture has students at home using the same textbooks and workbooks as our in-person students, as well as using online platforms to watch lessons, complete and submit assignments, and connect with our faculty and staff.

2. How is Distance Learning going to be different from how it was in the spring?

General:

- **Students are taught only by Vanguard teachers.** We are not using any 3rd party learning platforms, thereby providing consistent instruction to all students, regardless of learning posture.
- **Students are given textbooks and workbooks to keep at home.** We have intentionally structured our Distance Learning to include offline elements.
- **Distance Learning aligns with In-Person Learning when both postures are being utilized.** By its nature, Distance Learning will give students more flexibility in the timing of their school day, but Distance and In-Person Learning will coincide as much as possible in material covered, assignments, and deadlines.
 - This also offers students the ability to stay home for health-related purposes and not fall behind.
- **Attendance will be required and tracked on a daily basis.** [Click here](#) to view the attendance procedure for distance learners.

Technology:

- Instructional videos are recordings of teachers delivering instruction as opposed to voiced-over PowerPoint presentations.
 - May be accessed anytime online.
- We are utilizing Microsoft products instead of Infinite Campus, which offers significantly more functionality as well as greater stability of the overall platform (it doesn't shut down or drop connectivity unexpectedly)
 - **Each student has been given a Microsoft account with a Microsoft A3 student license,** which entitles them to online versions of Outlook (email), Teams, Word, PowerPoint, Excel, etc.
 - **Each student is allowed up to five separate installations of Microsoft Office 365 ProPlus,** which may be installed on any device (desktop, laptop, tablet, smartphone, etc.)
 - **Microsoft Teams is the common platform across all postures of learning** for posting assignments, completing assignments, submitting assignments, etc., giving students and the school more flexibility to transition between learning postures.
 - **Microsoft resources are available to all students, regardless of learning posture.** This means that this is an *additional* resource to in-person students on top of traditional class time, and it gives all students the ability to watch instruction and complete assignments online if they have to stay home for health reasons.
 - **Live, interactive chats will be implemented as each teacher deems it appropriate.** Students may choose to be on camera during these chats or to keep their cameras off. Students do not need to be in dress code during these chats but should be dressed modestly. Live chats will also be recorded for viewing at a later time.

3. What will Distance Learning require?

- A computer or laptop
- Families should prepare for each of their children to require **4-6 hours of computer access per day**.
 - 3-4 hours of this time will be used for watching instruction, and 1-2 hours of this time will be used for working on homework.
- Microsoft account and Microsoft A3 Student License (provided by the school)
 - Includes online versions of Outlook, Teams, Word, PowerPoint, Excel, and other Office applications.
- A computer/laptop camera (optional, limited use)

4. What devices can I access Distance Learning resources on?

You can access all the Distance Learning resources your child(ren) will need on all types of computers, laptops, tablets, and smartphones, including Chromebooks and Apple products.

5. How will teachers balance their schedules with both In-Person Learning and Distance Learning schedules?

Teachers will be allocated specific time to support distance learners and/or a separate support person will be assigned to the teacher on a case-by-case basis.

6. Where can I get more information on the Distance Learning program?

We have created a Distance Learning webpage to serve as a primary resource for students and parents. [Click here](#) to access our Distance Learning webpage.

7. Where can I get technology support?

Please view our [Reopening Plan](#) or visit our [Distance Learning webpage](#) for technology support.

Health and Sanitation

1. What guidance are you following as you make decisions on the Reopening Plan?

We are following the guidance of El Paso County Public Health (ECPH), the Colorado Department of Education (CDE), and the state government. We are also consulting with other educational professionals, collaborating with District 12, and reading responses from the various surveys, questions, and comments we have received/will receive from parents and staff.

2. How does the school plan to handle potential cases of COVID-19?

We are following county guidance when handling potential COVID-19 cases.

- **Anyone showing significant symptoms/signs of COVID-19 must stay home for ten days AND must show improving symptoms for three days and be fever free (without the use of medications) for 24 hours before returning to school.**
- Anyone with a fever will be immediately sent home, regardless of whether or not they are presenting any other symptoms. This is consistent with our fever policy from past years.
- Anyone with symptoms but without a fever will be evaluated by the school nurse, who will decide whether or not that person should be sent home.

- If anyone showing symptoms/signs of COVID-19 is diagnosed with an illness that gives definitive cause to their symptoms (i.e. strep throat, influenza, etc.) they may be allowed to return to school once their symptoms improve and they have been fever free (without the use of fever reducing medications) for 24 hours.

3. How does the school plan to handle positive cases of COVID-19?

We are following county guidance when handling positive COVID-19 cases.

- We will determine which cohorts may have been affected by a positive COVID-19 case through contact tracing. If necessary, we will ask the entire cohort to transition to Distance Learning.
- We will transition the entire school to Distance Learning if deemed necessary according to county guidance.

4. How can my child avoid falling behind significantly if they are forced to stay home for health-related reasons?

We have intentionally designed our Distance Learning program to coincide closely with our In-Person Learning program. Any student who stays home may continue to view presentations, complete assignments, and submit assignments through our Distance Learning platform.

5. What additional safety protocols will be put in place?

We are implementing the requirement of daily self-screening for staff and students, requiring facial coverings for students in grades 5-12 and all staff, cohorting students, configuring hallway directions, and reducing the amount of furniture in classrooms to aide in our adherence to social distancing guidelines, restricting visitation, and installing hydration stations in replacement of drinking fountains. More information on our new safety protocols can be found in our [Reopening Plan](#).

6. What additional cleaning protocols will be put in place?

We have increased the size of our janitorial staff and have regular cleaning intervals throughout the day, especially focused on bathrooms. We are also deep cleaning every evening, establishing hygiene routines among our staff and students, and equipping each classroom with EPA registered disinfectants and cleaners to be used regularly on desks and other high traffic areas. We have also purchased electrostatic sprayers for cleaning large areas more quickly as well. More information on our new cleaning protocols can be found in our [Reopening Plan](#).

7. What kind of disinfectants will be used in the school and will my child be in contact with them?

The disinfectant that we are using is a product called Q.T.-3. This disinfectant is a product that we have been using in the school on a routine basis for some time and has received approval from the EPA for its effectiveness against SARS-CoV-2. The solution comes in a concentrated formula and is then diluted to 1 ounce per 1 gallon of water, so it is mild but still effective. Every classroom has a pre-diluted bottle of the disinfectant that teachers will use to spray each desk at the end of instruction and after the student has stood up from the desk. The solution is allowed to sit for a moment and is then be wiped clean with paper towels. This process keeps the bottle of solution away from students and eliminates any contact.

8. How do you plan to keep PE, instrumental music, and choir classes safe?

PE Safety:

- All students have class outside as much as possible.

- When outside, students and teacher may take their masks off if they are able to keep a consistent social distance of 6 feet or greater.
- Whenever students are in a PE class, they stay within their homeroom, and there is no mixing of homerooms.
- In the case of bad weather, student may be brought inside to the gym/multipurpose room or box, but students will wear masks (if age appropriate) and will be put into smaller groups (10 or fewer if possible).
- PE students will not share equipment or have contact with one another.
- Any equipment that is used by any student is sanitized between classes with the provided spray and paper towels.
- Teachers have been given hand sanitizer to have students use frequently during class and before they leave at the end of class.
- Teachers must always stay 6 feet away from students.

Instrumental Music Safety:

- All students must wear masks unless they are playing an instrument where their mouth must be used. In this case, students may lower his or her mask when playing and must replace the mask when not playing.
- Students have the option of buying a separate instrumental music mask that has a slit in the mask where the instrument fits to the mouth.
- Bell or instrument covers are required for all wind and brass instruments.
- Bell or instrument covers must meet all mask requirements (i.e. fit snugly, double layered, fresh or laundered daily, etc.)
- Students must bring paper towels or disposable absorbent pads to each class period if they play an instrument with a spit valve. The paper towel must be held up to the instrument when releasing spit and must be disposed of properly.
- Any objects students touch are sanitized with the provided disinfectant spray and paper towels at the end of every class.
- Students shall not share equipment during class.
- Teachers must always stay 6 feet away from students, so students will be responsible for assembling, tuning, fixing, and disassembling his or her own instrument. Students are socially distanced as well.

Choir Safety:

- Students are socially distant and must always wear a mask. It is recommended that you have a separate choir mask as it might become wet during class.
- Teachers must always stay 6 feet away from students.

Athletics and Events

1. Is there a schedule for athletics? Where can I find it?

Please visit our [7-12 Athletics webpage](#) for a full list of our sports, open gym details, registration deadlines, and first practice dates.

2. Is registration open for 7-12 athletics?

Registration is open! [Click here](#) to register for all of the sports offered throughout the year. Payment is **not** due at registration but will be collected after final roster selections are made.

3. Will field trips still be offered?

All field trips have been cancelled for the time being due to difficulty following social distancing guidelines, transporting students, etc. We will re-evaluate our ability to offer field trips as county guidance on the subject changes.

4. What events will still take place?

All events have been placed on a temporary hold unless otherwise noted. Events will be considered and planned on a case-by-case basis, and we will let our community know what events will be hosted primarily through our weekly newsletter (email).

K-6 Specific

1. Will students still be assigned to achievement-based groups?

Yes. Achievement-based groups are an integral part of our K-6 curriculum and will remain a part of our elementary program during this time.

2. Will there be specials (i.e. art, music, and PE)?

Yes. We are still offering art, band, choir, music (K-3), and PE to our K-6 students.

3. Will there be recess?

Yes. We are still offering recess to our K-6 students.

4. Are you still accommodating teacher requests?

Not at this time. We are placing priority on cohorting and sibling alignment.

5. Are K-6 Student Orientation videos still available to view?

Yes. If you have not already, please take time to watch these instructional videos that were presented at our Student Orientation session:

[Teams for Elementary Students and Families](#)

[Using Class Notebook to Work Through Assignments](#)

[Submitting, Checking Grades, and Other Resources](#)

[Submitting Checkouts Using Audio Recordings](#)

[Elementary DL Student Assignment Upload Tutorial](#)

7-12 Specific

2. How do schedules work in the Hybrid Learning posture?

We have all five core classes scheduled in each cohort session (morning and afternoon). There will be no formal lunch period. Instead, the time between sessions will be used for cleaning and drop-off/pick-up.

7-8 (Hybrid): 7:30 A.M. – 11:30 A.M. Blue Cohort / 12:30 P.M. – 4:30 P.M. Gold Cohort

9-12 (Hybrid): 7:30 A.M. – 11:35 A.M. Blue Cohort / 12:30 P.M. – 4:35 P.M. Gold Cohort

3. Will there be electives?

We are currently offering a limited selection of electives. Please contact the appropriate front office staff for more information on electives.

4. Will there be AP classes?

AP classes are available to students who qualify for them. AP classes that are traditionally attended by more students have been scheduled into both the morning and afternoon sessions. Smaller AP classes primarily take place in the afternoon session.

5. Will AP science labs take place in person?

AP science labs will take place in person. Attendance is required from all students in the class, regardless of each student's chosen learning posture (in-person or distance learning), and proper social distancing and sanitation practices will be carefully followed.

6. Will students still receive college counseling?

College counseling has always been and will always be a priority at The Vanguard School. Our College Counseling Office sends out a newsletter each quarter, and our College Counselors are available to meet with students and parents, primarily through Microsoft Teams meetings, for scheduled meetings and consultations. Parents and students may also [**email our College Counseling Office**](#) at any time.

7. Will the school still be scheduling time for the SAT and PSAT?

The SAT is scheduled for seniors on September 23. The PSAT is scheduled for sophomores and juniors on January 26, 2021. Please look for more information in our K-12 weekly newsletter and in the College Counseling Office's quarterly newsletter.

8. Are 7-12 Student Orientation videos still available to view?

Yes. If you have not already, please take time to watch these instructional videos that were presented at our Student Orientation session:

[**Welcome Back Vanguard Secondary**](#)

[**Microsoft Teams for Secondary**](#)

[**Using Your Class Notebooks**](#)

[**Accessing and Submitting Assignments in Teams**](#)