



IES Plan for a Safe Return to School



August 7, 2020

Dear Parents/Guardians,

Assalamu Alaykum,

We hope and pray this email finds all of you in the best of health and Imaan. We thank Allah (SWT) for bestowing His blessings upon us and allowing us to continue serving our students, especially in these difficult times. This summer, our IES task force has been ensuring we are ready to launch learning models where our students, staff, and families feel safe, prepared, and assured when they return to school.

Thank you for taking the time to complete the school reopening survey. Please click the [link](#) to see a summary of the parent survey. We had a good response which gave us a great insight in working towards school reopening plans. We recognize that changes to the coming school year can be stressful and we appreciate your continued positive support.

Please note the following:

Official announcement:

On July 30, we heard the Ministry of Education's announcement concerning the updated plan for reopening schools in September 2020. The Minister of Education Stephen Lecce has shared a [letter to parents/guardians](#). This means that students can return to in-class learning with protocols and routines in place that will support the health, safety and well-being of all members of the ISNA learning community. We continue to work through the updates provided by the public health officials and recommendations from [Sick Kids Hospital's Guidance for School Reopening](#) to ensure a smooth and safe transition back on the first day of school, **Tuesday, September 8, 2020.**

Although we have been directed by the Ministry of Education to a normal return to school with regular class sizes, this does not mean it will be business as usual. We recognize that these continue to be challenging and concerning times for many students and families. We understand some families will opt to keep their children at home and continue with E-learning when schools reopen. We will continue to be flexible and responsive to the public health data and recognize that we may need to adjust plans and practices based on current health information. This will be an ongoing process throughout the year. We have planned for all possible learning models in the event that we need to change how we operate.



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IES Learning Models: ISNA Elementary School will be offering two learning options for students:

In-Person Learning Option: In this option, students will attend school all days of the week (Monday to Friday) through face-to-face instruction. A number of health and safety protocols will be in place to help prevent the spread of COVID-19. Students in Kindergarten to Grade 3 will be encouraged, but not required, to wear masks in indoor spaces. Students in Grade 4 to 8 will be required to wear non-medical or cloth masks while indoors in school. The school will undergo enhanced cleaning and disinfection with emphasis on washrooms and high touch surfaces. Students will notice visual cues, such as directional arrows through corridors and signs, to guide appropriate distances. Cohorted classes will stay together and with one teacher where possible. Students can expect to see changes in the timing of recesses, lunches, and washroom breaks as they are staggered to support cohorting. More information about these procedures and protocols will be provided in late August.

E-Learning Option: Students will receive instruction remotely at home, with RealTime (live) learning and FlexTime (independent) learning. E-learning will cover a similar amount of time that students would usually spend in the classroom learning and doing independent work with their teacher. Our school will incorporate innovative tools and technologies to make E-learning more engaging for our students. We are excited to launch [Canvas](#), a new Learning Management System (LMS), where students and teachers will be able to create, store, share, and communicate in an online environment that simplifies and enhances the learning experience. More information about the E-learning program will be provided in late August. Please note that the E-learning option will depend on the number of students enrolled in each grade.

Switch between In-person Learning and E-Learning:

Students may not necessarily be able to move between E-learning and In-person learning, and families should anticipate the possibility to be wait-listed if they change their minds. Students engaging in E-learning may not be able to participate with students and teachers from their class. Switching between E-learning and In-person learning will be challenging to plan as a change in staffing and scheduling could cause a disruption to student learning.



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Fee Structure:

The fee structure of ISNA Elementary School for the year 2020-2021 will remain the same for both In-person and E-learning options as communicated earlier to you last spring (please see tuition fee schedule [LINK](#)). The school's operating expenses will increase this year by a significant amount due to the following:

1. Investing in better technology to enhance our E-Learning program
2. PPE equipment for staff and student safety
3. Additional full time cleaners needed on site
4. No reduction in expenses to operate the school to its optimal level

With the above increased expenses, the school will be incurring a deficit for the year despite keeping tuition fees at the same level as previously communicated. We are counting on the support of the overall community to overcome the financial burdens of operating the school this year inshaAllah. Please note that ISNA High School's 10% fee reduction is only applicable to high school students.

Commitment Form for Academic Year 2020-2021

We acknowledge that some parents will opt to keep their children at home and have them continue with E-learning due to the COVID-19 pandemic. To help us plan and accommodate this option, we ask all parents to fill out the final Commitment Form. Please click on this link to fill out the form: <https://forms.gle/f2p9RWiFVu7t1J178>.

It is mandatory for all ISNA families to fill out the final commitment form. To plan for the successful return to school on September 8th, we need the final enrollment numbers. Parents who do not provide the information before the deadline will automatically be moved to our waiting list. The commitment form will remain open from **Friday, August 7th 2020** to **Friday, August 14th, 2020**. If we do not receive the submissions by Friday, August 14, 2020 we will assume that the student is not enrolled at ISNA Elementary School.

Final Registration Decisions:

As communicated earlier, parents will have the opportunity to choose which learning option is suitable according to their situation. We recommend that you look over the descriptions of both learning options and the fee structure while making your final decision. Our spots are full in most grades with a few students on the waiting list. Parents can contact the office via email at elementary@isnaschools.com by **Friday, August 14, 2020**, if they wish to withdraw their child/children. After Friday, August 14, 2020, the first month's fee will be non-refundable.



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School Visitors:

IES will significantly limit visitors, including parents/guardians. Any visitors to the school will be required to conduct a COVID-19 health screening at the designated school entrance/screening station and will be required to wear a mask while on school property.

Significant Dates Calendar for the year 2020-2021:

Please click on the [LINK](#) to view the updated IES school year calendar 2020-2021.

Upcoming Items: Information regarding supply lists, staggered arrival and dismissal timings, health and safety protocols, mental health workshops, technology orientation sessions, scheduling, travel forms etc will follow in the next few weeks.

We pray for the safety and well-being of the ISNA community during this ongoing pandemic. We are committed to working with parents and families to ensure students have the best education possible and are prepared for the upcoming years academically, mentally, and spiritually. Thank you for your continued support and commitment to the school. We would also like to acknowledge and thank the IES and IHS re-opening task forces for all their hard work over the summer. Our special thanks to the ISNA School Board for being supportive of all the recommendations of the Task Force. May Allah accept from all and give us success in the implementation of the plans. Ameen!

Sincerely,

IES School Administration