SPACE: Your Most Valuable Asset
COVID RESPONSE
PLANNING FOR THE “NEXT NORMAL”

JULY 2020
Hila Stern Architecture & Design
We have an opportunity to rethink “school” in a creative & innovative way by adjusting to the new circumstances.

**CORE VALUES**
Maintaining the school vision when facing the challenges

**RADICAL FLEXIBILITY**
- In the plan
- In communication
- In updated research and guidelines

**SAFETY**
Creating personal & spatial protection
- Control the time of exposure
- Number of exposures
- Distance for exposure

**BUDGET**
Work within the limits of existing facilities, use as much as possible without extra expenses, be reversible

Craft a multi-layered process in which design fosters health, learning, community and more, then make sure all elements intertwine and work together.
PLANNING GOALS - ADAPTING THE BUILDING

Priorities guiding the design and planning process

**Educational Excellence**
Seeks to utilize every tool at the school’s disposal to promote excellent teaching and learning, including a mix of in-person and remote teaching.
Commitment to the social and emotional strength of students and staff.

**Age-Appropriate Plans**
Customizing plans to meet the needs of students in different age groups.
Smaller, insular groups may be appropriate for the Lower School; social distancing and masks may be better solutions for the High School.

**Safety and Health**
Recognize school’s responsibility for the safety and health of students, teachers, staff, parents and its larger community. Minimize COVID-19 exposure.
Plan a response to potential contagion.

**Budget Considerations**
The COVID-19 pandemic has put financial strain on institutions and families.
Limit expenses whenever possible. Make long-term improvements. Maximize the use of the existing facilities. Design reversible, adaptable plans whenever possible in expectation of changing conditions.
ADAPTING THE BUILDING – PLANNING CONCEPTS

- **Mapping** all available areas to the school
- **Designing** classrooms for safe learning
- **Entering** by deciding the way to/from home & multiple points of entry.
- **Circulation** of students within the school – mapping the path to each grade and between areas
- **Adapting** Designate bathrooms- all gender, per Pod, Co-Ed
- **Nurse room** and quarantine hub
- **Upgrade Tech** and planning for a ZOOM - Teacher’s development and building remote learning
- **Identify** and plan outdoor and assembly space areas
- **Modify** building systems- HVAC, Plumbing
AGE APPROPRIATE PLANNING

**LOWER SCHOOL K-5**
- All students in the building
- 12-14 students in a pod & two teachers
- Limited movement
- Limited interaction between pods
- Social distancing and masks
- 6 feet between desks with added partitions if needed

**MIDDLE SCHOOL 6-8**
- All students in the building
- 15 students in a pod & two teachers
- Limited movement
- Teachers zoom for tracked subjects
- Limited interaction between pods
- Social distancing and masks
- 6 feet between desks with added partitions if needed

**HIGH SCHOOL 9-12**
- Option for staggered days at school
- Remote learning 1-2 days per week
- Regular size classes (18-24)
- Social distancing & masks
- Maintain ability to teach student at their level with social interaction & in-person learning
MAPPING ALL SPACES AVAILABLE

- Identify all available spaces on campus
- Target areas that are underused (MPR, Offices, specialty rooms) or that will not be needed this year (lunch room)
- Identify the number of students in each grade and determine Pod sizes
- To reduce class density and allow for social distancing, all lower grade
- Students will be spread out in ALL areas including library, lunch room, teachers’ room, etc.
**MAPPING ALL SPACES AVAILABLE - DESIGN METHODOLOGY**

<table>
<thead>
<tr>
<th>Space Location</th>
<th>Level</th>
<th>Space Name</th>
<th>Allocat</th>
<th>Class</th>
<th>Num</th>
<th>Bathroom Location (p)</th>
<th>Furniture</th>
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<td>6th</td>
<td>6W</td>
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<td>8Z</td>
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<td>MS Bathrooms</td>
<td>MS desks</td>
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</tbody>
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Spread sheets

**Architectural Plans**
DESIGNING THE CLASSROOM

- **Distancing**: Allow each student a 6’ social distancing “bubble” + circulation space
- **Core Value**: Maintain the school’s value of collaborative learning while following health guidelines
- **Desk Layout**: Positioning students adjacent to walls allows for max students/class ratio and best circulation options and Test hexagonal/linear “stacking” in classrooms.
- **Protection**: Masks or shields will be required outside the “Pod”
- **Food Distribution**: Lunch will be served in the “Pod”
- **Supplies**: Each student will have their own supplies
- **Cubbies/Lockers**: Option for 50% of the floor cubbies to be in use in staggered locations. Or only one grade uses lockers
- **Specialty Classes**: Teachers will come to the “Pod” to minimize movement around the building
- **Teachers Zone**: Teachers will have a safe area in the front of the classroom and allow for as much safe space as possible when approaching each student.
CIRCULATION INSIDE THE SCHOOL - MAPPING A SAFE PATH

- Students will stay in the “Pod” to minimize circulation and contact with students outside their group
- Use all available entrances
- Up/Down staircases at “rush-hours” when possible
- One directional hallways when possible
- Moving through the halls with social distancing
- Using signage as a way of reassurance and safety
• Multiple Entrances - Identify all available entries and exits for drop off and pick up
• Evaluating Sidewalk capacity with social distancing
• Staggered pick up and drop off
• Teachers/Staff arrive before students
• Designate a Quarantine station in the entrance to the school
• Define the protocol for entry Greeting Station with your medical team and State guidelines

(temperature check, home self-check, parent online form, mask, hand sanitizer)
Protocol possibilities guided by medical teams and CDC:

- Every student/staff must have an emergency and medical form in advance
- Submit digital form each day certifying no symptoms
- Emergency form - have 2 people designated to pick up your child within 1 hour
- Remote body temp monitor - apps
The physical education department will develop a program for safe movement and sports activities, utilizing the indoor gyms, outdoor, field, roofs and playgrounds.

- Grades will have a designated outdoor time
- Classes will be assigned to areas in the field or playground
- Groups must stay in their assigned area
- A teacher will monitor safety and distancing during outdoor time
- Movement and physical education teacher will oversee activities in different zones
- Use of equipment will follow CDC and local government recommendations
• To maintain flexibility and allow for larger but safe, socially distanced gatherings when health guidelines permit.

• Identify and reserve a number of spaces within the building. These spaces may be used for:
  o Larger group assemblies
  o Physical education
  o Informal recess
ADAPTING BATHROOMS

- Every Pod/Grade gets a designated stall /bathroom
- Staff bathrooms
- Install sensor-operated, hands-free technology faucets
- Remove main door to the bathrooms or hand free knob
- Increase frequency of cleaning and disinfecting surfaces
- Modify drinking fountains into bottle fillers
SIGNAGE

- Color code spaces
- Help implement new protocol
- Identify and sign circulation paths to each classroom
- List maximum occupancy for rooms
- Reduce anxiety by clarifying the guidelines
SIGNAGE

ROSES ARE RED
VIOLETS ARE BLUE
EVEN 4FT AWAY I STILL MISS YOU

I NEED SOME SPACE

SO CLOSE YET SO FAR

GO THE DISTANCE
SANITATION

Hand Free door knob, files available for 3d printers

Countertop shield barrier

Partition option- between desks

Hygiene Station

Adding graphics to off the shelf products

Full Face Shield

Different color masks for each grade
Considering exercise equipment in classrooms and pods

In class physical activity - Cycle Desk Bike
AIR CIRCULATION & HVAC SYSTEM

- When possible open windows!
- Increase Fresh air intake to 30%-40%
- Plasma Ionization (bipolar ionization)- This system introduces an electrical charge to the supply air that attracts and deactivates virus particles.
- Disinfecting Filtration Systems free-standing disinfecting filtration systems.
- Sanitize ducts with UV cleaning
Checklist & Timeline - Test, Adapt and Revise

Immediately:
• Create a collaborative planning team
• Select a strategy that addresses the physical building, the scheduling and protocols and operations
• Mock-up one classroom

6-8 Weeks before School Opens:
• Begin classroom construction and renovation
• Adapt bathroom - install touchless technology flushometers and faucets
• Review existing furniture and order new desks/partitions if needed
• Review the available technology for in-person and remote teaching.
• Engage in graphic designer if needed

4 Weeks before School Opens:
• Arrange classroom furniture
• Install smart boards in each class
• Purchase laptop and iPad as needed for remote learning
• Create an arrival and dismissal protocol
• Design the food service program with grab and go meals and in-class food service.

2 Weeks before school Opens:
• Create arrival and dismissal protocol based on the latest recommendations.
• Engage staff and teachers to review protocols
• Install graphic signage
• Test technology
THANK YOU.

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