

SCHOOL CLOSURE CHECKLIST

We are committed to the ongoing health and safety of our Westwood Christian School family. As we continue to monitor guidance and recommendations from federal, state and local officials, we want to ensure that your family is a high priority.

We want to assure you that an action plan is in place should we have a school closure. It is important that you are prepared to continue your studies at home. Review the checklist below so you know what to do before school closes, while it is closed and after it reopens.

Note: preschool parents are asked to drop off at the teachers' doors and not enter the classroom for the next few weeks.

Elementary

Before school closes

- Make sure ALL email accounts are correct on Renweb

Once school is closed

- Receive RenWeb alert with information on eLearning instructions
- Contact school if no alert is received within 24 hours of school's closing
- Per instructions, come in and take all required books home
- Teacher office hours through Class Dojo (M-F) from 9:00 a.m. to 12:00 p.m.

After school opens

- Receive a RenWeb alert regarding reopening
- Bring back textbooks
- Bring completed work

Grades 6-12

Before school closes

- Make sure ALL email accounts are correct on Renweb, BOTH Parents and students

Once school is closed

- Receive RenWeb alert with information on eLearning instructions
- Contact school if no alert is received within 24 hours of school's closing
- Come in and take all books from locker (mezzanine lockers, also take lock)
- Contact teachers through email (M-F) from 9:00 a.m. to 12:00 p.m.

After school opens

- Receive a RenWeb alert regarding reopening
- Bring back textbooks and locks
- Bring completed work that has not already been submitted

Please do not bring children who are sick to school. We appreciate your patience and flexibility during this time. "For God hath not given us the spirit of fear, but of power, and of love, and of a sound mind" (2 Timothy 1:7). Our greatest defense is prayer!