

August 2023

Dear HPS School Community,

The state of New Jersey requires schools to maintain a Virtual or Remote Instruction Plan in the event that the school is forced to close its facilities for an extended period of time due to an emergency and must educate its students through remote/virtual instruction. We use information we receive from the Office of the Governor and the State Department of Education to guide the development of our plan. Please know that our plan remains flexible and responsive to any future guidance from these sources.

**Virtual or Remote Instruction Plan 2023-2024:**

- In the event that the Hunterdon Preparatory School is forced to close for a state of emergency, and required to provide remote instruction, students will be provided with no fewer than four hours of instruction and instruction will not extend beyond the hours of a typical on-site learning day. Instruction will take place via synchronous remote instruction and asynchronous learning.
- Addressing Special Education Needs: Hunterdon Preparatory School is an Approved Private School for Students with Disabilities. All of the programs we have in place follow federal and state laws, guidelines and policies. All of the aforementioned will be continued in the event of virtual/remote instruction.
- Technology needs of the students will be addressed individually. In the event that a student does not have access to a device (laptop/Chromebook) or is in need of Internet connection, the student will be provided means by the Hunterdon Preparatory School and at no cost to the family. Students who are in need of network access or in need of devices will be assisted by our technology department.
- Attendance during virtual/remote instruction will be taken following our established policies and procedures. These policies and procedures can be found in our Student-Parent Handbook-pages 24-25.
- Food Services-If applicable under the current FDA lunch opportunities program, the student's sending district is responsible for the distribution of lunch. Parents are invited to contact their sending district for details.
- Facilities: Our maintenance staff will monitor and maintain school facilities during an extended closure to ensure its safe operation and re-opening.

Hunterdon Preparatory School's Virtual or Remote Instruction Plan and Checklist is updated annually, and is submitted to the Hunterdon County Office of Education by July 31<sup>st</sup>. Please address your questions or concerns regarding our plan to Christopher Schumann, Principal, [cschumann@hunterdonprep.org](mailto:cschumann@hunterdonprep.org).