



August 21, 2020

Dear Colleagues,

Effective Monday, August 24, the Basking Ridge and Short Hills Campuses will reopen to all employees. Appointments are no longer required. The Basking Ridge campus building will be open from 7 am to 6 pm, and the Short Hills campus building will be open 8 am to 4 pm. All community members arriving on campus will be expected to abide by the [Pingry Anywhere Community Pledge](#).

Masks and face shields are being mailed to all Pingry students at this time; faculty and staff will be able to pick them up from Reception, on both campuses, starting on August 24. We will speak more about the Mask and Shield usage policies in our Fall Planning Update zoom meeting on the 24th, and during our Opening Meetings in the week of the 31st.

We are asking all faculty, staff, and students (parents and guardians are not permitted inside the buildings during school hours at this time) to follow a daily, three-part protocol:

1. Before leaving your home, we will require you to take your temperature. If you get a reading of 100°F or higher, you will be required to stay home.
2. In addition to taking your temperature, you must complete a **pre-arrival health screening form**, accessible at prescreen.pingry.org.
3. Each day, upon arrival on either campus, your **temperature will be taken again** before you are permitted to enter the building.

Pre-Arrival Health Screening

This form, which will take about one minute to complete, provides an efficient method for you, as well as Pingry, to assess your wellness and school-readiness on any given day. It will also allow the school to generate a log in the event that contact tracing efforts must be undertaken. Students should log on using their Pingry credentials; Families may complete the form on behalf of their children, using their Parent Portal credentials.

Sample questions include screening for symptoms, such as fevers (you will be asked to report the temperature you took at home), your proximity to people either infected with or exposed to COVID-19, and any recent travel to locations designated with a [travel advisory by New Jersey or by the United States](#).

Please begin the use of this form with regard to all visits to campus going forward.

On-Campus Temperature Checks

In addition to taking your temperature at home every morning and reporting the reading on the screening form, your temperature will be taken again when you arrive on the Basking Ridge and Short Hills Campuses.



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While during the school year, four temperature check stations will be set up outside the main doors of the Basking Ridge Campus ([Main Entrance](#), [Middle School Entrance](#), [Upper School Athletics Entrance](#), [Engel Dining Room Entrance](#)), and two will be set up outside of the Short Hills Campus ([Main Entrance](#), [Back Entrance](#)), during the weeks of 8/24 and 8/31 we will ask all visitors to enter the Main Entrances on both campuses, using that temperature check location. If a reading of 100°F or higher is found, you will be asked to sit in a separate, tented outdoor area for several minutes. If, after taking your temperature a second time, a result of 100°F or higher appears again, you will, unfortunately, be asked to leave campus.

I understand that these new protocols may feel burdensome initially. But as a strong community is Pingry's hope and expectation that they will become routine and instinctual before long. While achieving zero risk is impossible, together, we can work to ensure as safe and healthy an experience on our campuses as possible.

You may have other questions regarding the enhanced health and safety measures the school is implementing. Please visit the frequently updated pingryanywhere.org, which includes an [extensive FAQ section](#) that will help to address many, if not all, of them. As always, I'm happy to answer any questions you may have as well. I hope you have a restful weekend and look forward to "being with you" on Monday at noon.

Go Big Blue!

David Fahey '99, P '33
Director of Operations & Strategic Initiatives