



IVY HILL PREPARATORY CHARTER SCHOOL

April 5, 2020

Dear **Ivy Hill Prep** Community,

We hope this letter finds you well and in good health. These unprecedented times have been a hardship for many of us, but we are thankful for the opportunity to engage remotely with our students as we continue to prioritize their academic growth.

As you may know, on Friday, April 3, 2020, NYC Chancellor, Richard Carranza, ordered all Department of Education schools to stop using the videoconferencing tool, *Zoom*, to provide remote instruction, after there were reports of security breaches, including strangers entering group video chats.

At Ivy Hill Prep, our first priority is the safety of our students. Please read below for Ivy Hill's updates and next steps regarding how we will move forward with remote learning as a school community. It is important to note:

1. Ivy Hill Prep **has not** experienced any of the aforementioned breaches of security, including strangers entering our academic video sessions.
2. We **do not** anticipate that these breaches of security will be an issue for our school community.
3. In an abundance of caution, we are currently working on a longterm plan which may include seeking alternative videoconferencing options to utilize. During the process of devising an updated plan, please note the steps below that we are taking to ensure the safety of our students.

Ivy Hill Prep's Staff Will Continue To:

1. Prohibit students from entering video conferencing sessions until the host (the teacher) of the video conference is in the session.
2. Prohibit others from sharing files or their screens.

Ivy Hill Prep's Staff Will Begin To:

Please Note: All upcoming steps are forthcoming. Ivy Hill Prep's School Administration or your child's classroom teacher will update you within the following week regarding the following:



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1. Individual passcodes will be provided to intended participants to ensure they are the only participants who will have access to the video session. These passcodes are not to be shared with others.
2. Teachers and all administrators will be co-hosts in sessions. This will allow teachers and administrators to remove any unauthorized users.
3. All Ivy Hill Prep Zoom accounts will prohibit participants who are removed from rejoining.

We Ask Parents To:

1. Remain near your scholar during their videoconferencing sessions with their teacher.
2. Remind your child that they should only be in their Zoom session with a teacher or staff member from Ivy Hill Prep.
3. Remind your child to immediately report to you if they see an individual in their session who they do not know.
4. Immediately notify your child's teacher and School Administration in the event of an emergency. Please e-mail: info@ivyhillprep.org or call the Emergency Hotline Number at (646) 481-2032.

As a school community, we are grateful our students and staff have not experienced any security breaches while using Zoom for remote learning. Our primary focus is to continue to provide our scholars with the **best** education possible while ensuring their safety.

We will **continue** to be resilient as we navigate these uncharted waters that these unprecedented times have created. Please be on the lookout for additional communication regarding next steps.

If you have any questions or concerns, please do not hesitate to contact us.

Committed to Excellence,

Ambrosia Johnson

A. Johnson

Founder & Head of School

Ivy Hill Preparatory Charter School

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