

Dear Families of the Class of 2025-

As you know, our placement tests for the Class of 2025 are scheduled for the following dates:

Saturday, November 14th: Students from Wilmette Junior High School

Saturday, November 21st: Students from Washburne, Sears, Central

Saturday, December 5th: Students from Marie Murphy, Sunset Ridge, Private Schools

(If you have a conflict with your assigned date, please contact Peg Stevens at stevensp@nths.net.)

We are writing today to communicate some very important updates to our safety procedures for the three testing dates.

1.) We will now be allowing students to enter through two doors at the Winnetka Campus. They can enter through the **Trevian Entrance (on Trevian Way)** OR they may enter the building through the **Winnetka Entrance (on Winnetka Ave)** The doors are indicated on the attached map.

We advise families to pick up their student after the test at the same entrance they dropped them in the morning.

2.) The doors will open at 7:00 am for students to begin entering the building. The testing session will begin at approximately 7:45 am. Room assignments will be posted at both entrances. The end time for testing will vary by room.

3.) We will be using an electronic health screener called RUVNA to screen students who take the placement test. All parents will receive an email and cellular text message at approximately 6:00 am on the days of the placement test. There will be a unique link to answer a few brief health screener questions for your student. **The RUVNA screener will be sent to a mobile phone and an email address. You will receive a separate email from New Trier that asks you to make changes if your mobile phone number is not correct in our system.**

The survey questions will ask if the student has any symptoms of Covid-19, if they have a fever, have traveled to one of the restricted states in the past 14 days and finally if they have a Covid-19 diagnosis or exposure to someone with the virus. If the answer to all of the questions is “no” they will receive a QR code with a note that clears the student to come to campus. You must text or email this code to your student for them to present on their phone or iPad when they come to the building entrance. If a student does not have a mobile phone they can use an iPad or a paper copy of the QR code for entrance. **Please make sure you text, email or print out this code for your student before they come to campus. If they do not have the code available your student will need to call you, delaying the entry process.**

If your student answers “yes” to any of the RUVNA screener questions they will not be able to take the test on their scheduled day. Families should contact Peg Stevens at stevensp@nths.net to reschedule the placement exam.

You will receive the RUVNA screener message before each scheduled placement exam. The screener only needs to be completed on the day your student is scheduled to take the test. You may ignore the screener if your student is not taking the test on that day.

4.) Students will be wearing masks and maintaining social distance at all times. These procedures will begin as they are waiting to enter the building and will continue until they leave the building after testing. **Please note that New Trier requires well-fitted masks with over-ear loops. Gaiters and bandanas are not allowed.**

5.) If you know you will be travelling to a high incident Covid-19 state on the [IDPH website](#), please make arrangements to change your student’s test date. Please contact Peg Stevens at stevensp@nths.net for an alternate test date.

We are committed to providing the safest environment possible for your students. If you have questions, please feel free to contact us. We will be sending reminders about the RUVNA screening before each test date. Thank you for your cooperation. we are looking forward to welcoming your students into the building.

Thank you,

Gail Gamrath
Assistant Principal, Northfield Campus

Lori Worth
Transition Coordinator

