

Dear Heritage Students,

I hope this email finds you all well!

Creating and providing a high-quality learning experience while maintaining the health and safety of our students at Heritage School of Interior Design is our number one priority. Our most recent COVID-19 update outlined Plan A, B & C. If we could not hold full classes in May, we would begin in June, and if that wasn't an option, we would combine Spring Term with Fall Term.

In light of the growing uncertainty surrounding COVID-19 and our ability to safely hold full classes for the foreseeable future, we have made the decision to move the program forward with a different model for Spring Term, beginning the week of May 4. We are collaborating and innovating with all Heritage campuses and are confident our new methods will meet, and in some cases, exceed program standards and expectations.

We are implementing a thoughtful approach to teaching and learning through multi-tiered instruction with live and interactive virtual lectures, activities, guest speakers, showroom tours, final project presentations and more. Because Interior Design is a hands-on learning experience, we'll be offering an opportunity for you to access the materials library for your projects while still maintaining student and staff safety. We will facilitate small group meetings at the school when it is determined safe to do so. We see this as an exciting opportunity to offer you the best possible learning experience at Heritage.

Our team, across all campuses, is dedicated to ensuring that despite not being in the classroom every day, you will feel stimulated, engaged and well-connected with your instructors, classmates, design resources, the Heritage administrative team and the design community. We will continuously update you with new information regarding safety protocols as we receive it from local and federal governing agencies, and we will act accordingly.

Each course will be structured in a way that is most effective for that course's learning objectives. You will receive specific information for each course that you are enrolled in prior to the start of the term. Below we have highlighted some of the ways that we will ensure a successful Spring term. Please note that not all of these points below are applicable to every class. Feel free to reach out if you have questions regarding a specific course.

- **A Variety of Learning Techniques.** In addition to live, interactive lectures, we want to keep you active by breaking up the day with individual, partner and small group activities. You will also have the opportunity to learn from guest speakers throughout the term who are experts in the design community. Expect to hear from guest speakers across all three Heritage locations - Portland, Seattle and Denver!
- **Small Group Learning.** In order to build relationships with your classmates, we will have small group breakout sessions. In these small groups you will have time to communicate and collaborate to complete various activities and projects.
- **Individual and Team Time with your Instructor.** You will be encouraged to schedule individual and team time with your instructor during set office hours as indicated. During these sessions, you will be able to connect with your instructor and discuss anything with which you might need extra help-
- **Virtual Showroom Tours.** Field Visits have always been an important part of our program, so we are thankful to be able to provide them virtually! You will get a thorough tour of showrooms while gaining product knowledge, with time for Q&A at the end. These showrooms will be happy

to invite you to come see them in person once business is back to normal. A benefit of this hybrid approach is that we aren't confined by city limits so we can highlight showrooms and trends throughout the country!

- **Resource Library.** Our resource library is well stocked with product samples and materials that you will have access to throughout the term. You will have scheduled time each week when you can come into the classroom individually or in small groups to select materials for projects and assignments. A Heritage team member will ensure all students are practicing physical distance when in the classroom, and that each student washes their hands before and after entering the classroom. We will replenish and refresh the resource library as needed throughout the term. Heritage will maintain excellent hygiene practices and sanitize shared spaces according to CDC guidelines after each use.
- **Communication is Key.** We strongly believe that communication will be more important than ever with this learning approach. Each instructor will set communication guidelines. If you email an instructor with a question, we require a response within 24 hours on a weekday and 48 hours on the weekends. Please feel free to reach out to the Heritage Team. We are here for you.

To further enhance your experience, Heritage will be informing students of other ways you can stay engaged with the community through virtual events, continuous education opportunities, design workshops, challenges and more!

**Spring Term will begin the week of May 4th.** To view the current schedule for each course, please visit your campus location, [Denver](#), and click on the Spring Term 2020 Schedule tab.

We want to thank you for your understanding and flexibility during this time of change and uncertainty. The Heritage community cannot exist without you and we appreciate the diverse talents, backgrounds, and worldviews you each bring to our school. Together, we can navigate this new virtual learning environment and make it a fabulous Spring term!

**If you need to change your enrollment plans because of COVID-19 or have questions, please reach out immediately to me at [rhonda@heritageschoolofinteriordesign.com](mailto:rhonda@heritageschoolofinteriordesign.com) or 503-803-2633. Otherwise, please expect to receive an updated welcome letter for each of your courses with further detail in the coming week.**

### **Health and Wellness at Heritage**

The health and safety of our community will always be top priority. As we continue to navigate the pandemic together, we encourage you all to stay safe, stay physically distant (but socially connected!) and stay informed. As information is changing daily, we will continue to update you as we gain information from the Colorado Department of Higher Education, Division of Private Occupational Schools and other governing agencies. More information and ongoing updates from public health officials are available online, including:

- Colorado Department of Public Health & Environment: <https://www.colorado.gov/cdphe>
- Denver Department of Public Health & Environment: <https://www.denvergov.org/content/denvergov/en/environmental-health.html>
- Centers for Disease Control (CDC): <https://www.cdc.gov/coronavirus/2019-ncov/index.html>
- Colorado Department of Higher Education: Division of Private Occupational Schools <https://highered.colorado.gov/DPOS/>