



NINA HEALD WEBBER 1949

# DANA HALL SCHOOL ARCHIVES

COMMUNITY ARCHIVE PROJECT



The Dana Hall School Archives wants to know how you are experiencing the COVID-19 (coronavirus) pandemic. By sharing your unique materials and responses, you can help preserve Dana Hall history.

**To participate in this project, please complete the following form and attach any materials you wish to share in the email you send when submitting the form.**

You can share your experiences in the following ways:

- 1. Submit materials!** Submissions must be digital and may be in the form of photos, videos, journal/diary entries, poems, stories, text entries, artwork, audio recordings, interviews, etc. Be creative and select materials that reflect your unique experiences.
- 2. Free write!** Share some of your thoughts about this time through writing prompts.
- 3. Both!** Submit materials and write about your experiences.

Questions? Please contact the Archives at [archives@danahall.org](mailto:archives@danahall.org).

## Submission Agreements

- Archives Agreement: By submitting materials through this form, I grant the Dana Hall School Archives permission to preserve these materials and make them available for research and use in the Archives. If you wish for your submission to be kept anonymous, please contact the Archives at [archives@danahall.org](mailto:archives@danahall.org).
- Copyright and Permissions Agreement: I agree that I am the creator and owner of the copyrights of the materials submitted in this form.

## Tell Us About You

What type of community member are you?

- Student
- Faculty
- Staff
- Alumna

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What is your name? (Students/Alums: Include class year; Staff/Faculty: Include department).

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Preferred Email Address (This will only be used to contact you if the Archives has any questions about your submission).

### **Materials Submission**

Please include (attach) any materials you wish to share in the email with this form.

Share written journal entries, poems or other writings about this time. Submit photos or videos of your daily life. You might decide to document your work space, fellow quarantine buddies, the view out your window, or the activities that have been keeping you busy. Have other ideas or materials? Feel free to share!

**Faculty: Please do not submit any student work unless you have received direct approval from the student.**

Describe your submission(s). Please provide as much detail as possible including names, dates, places/ location and events.

### **Free Write Responses**

Each member of the Dana Hall community is living through this time differently and we want to hear about your unique experiences. Pick a few questions to answer or respond to them all!

Fill in your responses below.

What does daily life look like for you? What adjustments have you made?

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If you're stuck inside, what are you doing to keep busy? What are you doing for fun? Have you participated in any community service opportunities?

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How did you learn of Dana Hall's decision to close? What do you think about how the school has handled the situation?

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Describe your experiences with online distance learning or working remotely.

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What do you miss most while being away from campus?

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How do you feel about the COVID-19 pandemic? Media coverage? Government response? Family or friends response?

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What else would you like to share about this time?

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**Please email your completed form and any additional materials to [archives@danahall.org](mailto:archives@danahall.org).  
Thank you for your participation!**