



# County of San Diego Elementary School Waiver

Application for a Waiver to Re-open In-Person Instruction for TK-6 Elementary Education.

Please submit one application for each local educational agency or equivalent. If applying on behalf of a school district, please submit one application for the elementary schools in the district that are seeking to reopen for in-person instruction. If applying for an independent, private, faith-based, or charter school, please submit an application for each school.

If all documentation is not included application can not be processed.

Once the waiver is approved, your information will be posted on the County of San Diego website, <http://Coronavirus-sd.com/K12Schools>

**School Name**

The Evans School

**District name**

Private School

**District School(s) Name**

**Contact Name**

Margaret Gale Baer

**Contact Email**

[galebaer@evansschool.org](mailto:galebaer@evansschool.org)

**Address**

6510 La Jolla Scenic Dr.

**City**

La Jolla

**Zip Code**

92037

**Type**

Private School

**Grades to be Reopened**

1  
2  
3  
4  
5  
6  
K  
TK

**Number of Students in Reopening Grades**

122

**Number of Staff at Reopening Sites**

30

**Proposed Reopening Date**

09/08/20

**Labor Organization**

All staff members were given an online survey after reviewing the Evans Reopening and Prevention Plan on August 14, 2020. The results of this survey are posted below.

**Parent Organization**

All Evans School parents were given an online survey after reviewing the Evans Reopening and Prevention Plan on August 14, 2020. The results of this survey are posted below.

Parents have been consulted throughout this process. Attached are letters of support from parents. All letters were received this week, August 10-15.

**Community Organization**

The Evans School Foundation, which is made of members of the community, was consulted throughout the process of reopening. A positive letter of support August 14, 2020 is attached.

Alumni of Evans were also consulted and letters of support are attached.

**1. Published on Webpage**

Evansschool.org

**1.A) Webpage Section/Page**

(see section 1; page 1)

### **1.B) Webpage Language**

The Evans School reopening plan has been emailed to families and is posted with a link on the front page of the school website. The School reopening plan includes the same information that is provided in this document.

### **2. Distance Learning**

YES

#### **2.A) Distance Learning Section/Page**

see sections 15d and 54; pages 4 and 10

#### **2.B) Distance Learning Language**

A distance learning option will be provided to all students and families who do not feel comfortable returning to in-person instruction. Teachers of each grade level will work closely with families to provide both independent work and virtual learning through zoom classroom observation. This option will be made available regardless of the student's health conditions.

### **3. Physical Distancing**

YES

#### **3. A) Physical Distance Section/Page**

see sections 27-30; pages 6-8

#### **3. B) Physical Distancing Language**

Space is maximized between seating and desks. Teacher and other staff desks are placed at least 6 feet away from student desks. Three-sided plastic shields have been installed on all teacher and student desks and tables throughout the school. Desks are arranged to minimize face-to-face contact. Furniture, play spaces, and floor markings have been arranged to facilitate and remind students to maintain separation.

Nonessential visitors, parents, prospective parents, volunteers, and activities involving other groups will be limited.

Outdoor canopies have been installed for outdoor instruction. Students will remain in limited classrooms or in assigned outdoor spaces throughout the school day.

Outdoor and indoor special events, assemblies and other activities that require close contact or that would promote congregating are not permitted at this time. Youth sports and physical education are permitted outdoors and will maintain physical distancing.

### **4. Stable Cohorts**

YES

#### **4. A) Stable Section/Page**

see sections 27-30; pages 6-8

#### **4. B) Stable Cohorts Language**

Students will remain in consistent, established, small cohorts. These cohorts will be unchanging and grade level specific, with cohorts containing 10-24 students, depending on student age. Cohorts will be maintained throughout the school day, including during recess, lunch, and sports. Recess, lunch, and sports times will be staggered and cohorts will remain in designated areas. Teacher and staff movement between cohorts will be limited to minimize contact between cohorts.

Evans has cancelled extracurricular classes, before school care, and after school homework club as these programs typically have small numbers of mixed ages and would require mixing established cohorts.

#### **5. Face Coverings**

YES

#### **5.A)Face Covering Section/Page**

see sections 14-16; pages 3-4

#### **5.B) Face Covering Language**

Face coverings are required for all students, staff, and anyone entering campus. Face coverings will be removed for meals, snacks, JK rest time, stationary outdoor instruction with six feet of physical distancing, or when the covering needs to be replaced. Teachers and staff will remind students of proper face covering usage, including not to touch the face covering and to wash their hands frequently.

Persons who have concerns and may be exempt from wearing a face covering should contact the school nurses. CDPH Guidance will be used to determine exemptions. In order to comply with CDPH guidance, The Evans School is required to exclude students from campus if they are not exempt from wearing a face covering and refuse to wear one. The Evans School will provide face coverings to any students who fail to bring a face covering to school. Lesson observation via Zoom classes will be offered for students who do not enter campus and have elected distance learning.

#### **6. Cleaning and Disinfection**

YES

#### **6. A) Cleaning and Disinfecting Section/Page**

sections 18-26; pages 5-6

#### **6. B) Cleaning and Disinfecting Language**

Custodial staff will be on campus throughout the school day. Staff will thoroughly clean and disinfect frequently touched surfaces (such as door handles, light switches, front entrance doorbell, touchless sink faucets, bathroom surfaces, tables, student desks, chairs, etc.) with soap and water or with disinfectant as appropriate. Additionally, a thorough cleaning of the entire campus will occur each evening by professional cleaning and sanitizing company, KBS.

Sharing of objects and equipment will be limited. Students will be supplied with personal school and art supplies. If any items are shared they will be cleaned and disinfected between uses. Drinking fountains have been replaced with touchless water bottle refill stations.

Only EPA-approved disinfecting products for use against COVID-19 will be used. Product instructions will be closely followed and proper ventilation maximized.

## **7. Entrance, Egress and Movement**

YES

### **7. A) Entrance/Movement Section/Page**

see section 27, 29d; page 6 and 7

### **7. B) Entrance/Movement Language**

With staggered pickup and drop off times, contact between students, staff, and families will be minimized at the beginning and end of the school day. Parents, guardians, and caregivers will remain in vehicles at pick up and drop off each day. Students will remain physically distanced and follow established one-way routes when entering or exiting campus.

The Evans School's two open-air hallways will be used by only one cohort at a time. When a student cohort needs to enter or exit their classroom, staff will wait until the hallway is vacated before entering in order to avoid any cohort mixing.

The Evans School does not use any buses.

## **8. Health Screenings**

YES

### **8. A) Health Screening Section/Page**

see sections 36-45; page 9

### **8. B) Health Screening Language**

School policy requires all sick staff and students to stay at home. Students and staff are also reminded and encouraged to stay home if they have had close contact (less than 6 feet apart for 15 minutes or more) with a person with COVID-19.

School policy requires all sick staff and students to stay at home. Students and staff are also reminded and encouraged to stay home if they have had close contact (less than 6 feet apart for 15 minutes or more) with a person with COVID-19.

Symptom screening of all students and will be conducted on campus, before the parent/guardian/caregiver departs school driveway. Two staff members will verbally ask students and parent/guardian/caregiver if the student is experiencing and COVID-19 symptoms and will take the student's temperature with a no-touch thermometer. If the student or staff answers 'yes' to a cough or any other symptom or has a temperature of 100.0 F or higher, they will be sent home with the waiting parent/guardian/caregiver. Parents/guardians/caregivers will also be asked if they or anyone in their home is exhibiting COVID-19 symptoms. The same procedure will occur at the front entrance of the school if a student arrives after the school day has begun. A temperature and symptom check will also be required for staff each day.

Visual wellness checks of all students will be conducted throughout the school day by all staff who interact with a given cohort. If a student is exhibiting symptoms of COVID-19, the student will be removed from their cohort, wait in an isolation area and be sent home immediately. Anyone screened with symptoms, fever, or who becomes sick during the school day should get a COVID-19 test with their healthcare provider or at a community testing site.

### **8. C) Language for Symptomatic Students or Staff**

Visual wellness checks of all students will be conducted throughout the school day by all staff who interact with a given cohort. If a student is exhibiting symptoms of COVID-19, the student will be removed from their cohort, wait in an isolation area and be sent home immediately. Anyone screened with symptoms, fever, or who becomes sick during the school day should get a COVID-19 test with their healthcare provider or at a community testing site.

## **9. Healthy Hygiene Practices**

YES

### **9. A) Healthy Hygiene Section/Page**

see sections 6-13; pages 2-3

### **9. B) Healthy Hygiene Language**

Students will wash hands frequently throughout the day, including but not limited to, upon arrival, before and after recess, lunchtime, anytime they use the restroom, and after coughing or sneezing. Staff will teach and model proper hand washing technique.

Permanent outdoor hand washing stations with touchless faucets and touchless soap dispensers have been installed throughout campus. Touchless faucets and soap dispensers have been added in all restrooms. Many classrooms, including those for our youngest grades, have sinks and handwashing stations within the room.

## **10. Identification and Tracing of Contacts**

YES

### **10. A) Identification and Tracing Section/Page**

see section 42, 57 and 60; pages 9, 11-12

### **10. B) Identification and Tracing Language**

School nurses will be responsible for responding to COVID-19 concerns. Parents and staff should contact school nurses or school administration should an issue arise. Incidents of possible exposure will be documented and tracked by our school nurses and administration. Local health officials, staff, and families will be notified via email immediately of any exposure to a positive case of COVID-19 at school.

## **11. Staff Training and Family Education**

YES

### **11. A) Staff Training and Family Edu. Section/Page**

see sections 34-35; page 8

### **11. B) Staff Training and Family Edu. Language**

Families have received a copy of the school COVID-19 Prevention and Reopening Plan which includes school enhanced sanitation practices, physical distancing guidelines and importance, and screening practices. Families will also receive COVID-19 resource materials, through email and on our school website, which include proper use of face coverings, how COVID-19 is spread, COVID-19 specific symptom identification, and preventing the spread of COVID-19. The Evans School is aware of and will meet linguistic needs of our community.

Staff will be trained on the plan and safety protocols prior to school reopening and at staff meetings throughout the school year. Staff will be provided with educational materials and tools for implementing the protocols in their classrooms and with their students.

## **12. Testing of Students and Staff**

YES

### **12. A) Testing Section/Page**

see sections 43 and 58e; page 9 and 11

### **12. B) Testing Language**

If a student is exhibiting symptoms of COVID-19, staff will communicate with the parent/caregiver and refer to the student's health form. The school will recommend any who screen with

symptoms, fever, or become sick to get a COVID-19 test with their healthcare provider or at a community testing site.

**12. C) Staff Tested Periodically Language**

The Evans School will consult with local health departments if routine systemic testing is being allowed and considered. Testing options for independent schools are currently being explored. Asymptomatic students and staff will be encouraged to receive regular COVID-19 tests once local testing capacity allows.

**13. Triggers for Switching to Distance Learning**

YES

**13. A) Triggers to Dist. Learning Section/Page**

see section 60; page 12

**13.B) Triggers to Dist. Learning Language**

The Evans School will refer to CDPH Framework for K-12 Schools and work in consultation with the local public health department to decide whether school closure versus cleaning and quarantine of exposed persons or other intervention is warranted, including the length of time necessary. Decisions will be based on the risk level within our community as determined by the local public health officer.

**14. Communication Plans**

YES

**14. A) Communication Plans Section/Page**

see section 42 and 58d; pages 9 and 11

**14. B) Communication Plans Language**

Incidents of possible exposure will be documented and tracked by our school nurses. Local health officials, staff, and families will be notified via email immediately of any possible school or class closures or if there has been exposure to a positive case of COVID-19 at school while maintaining confidentiality, as required under FERPA and state law related to privacy of educational records.

The Evans School maintains communication systems that allow staff and families to self-report symptoms and receive prompt notifications of exposures and closures, while maintaining confidentiality, as required by FERPA and state law related to privacy of educational records. Parents and staff email [galebaer@evansschool.org](mailto:galebaer@evansschool.org), [REDACTED] and [communication@evansschool.org](mailto:communication@evansschool.org) to self report any symptoms or exposure within the household.

**Superintendent Name**

Margaret Gale Baer

**Job Title**

Director, Head of School

**Phone**

858-459-2066

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galebaer@evansschool.org

**Attachments**

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10 Attachments

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