



# 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**

Trinity Christian School

**District name**

Private School

**District School(s) Name****Contact Name**

Jimmie Drummond

**Contact Email**

principal@trinitycs.org

**Address**

3902 Kenwood Drive

**City**

Spring Valley

**Zip Code**

91977

**Type**

Private School

**Grades to be Reopened**

1  
2  
3  
4  
5  
6  
K

**Number of Students in Reopening Grades**

123

**Number of Staff at Reopening Sites**

25

**Proposed Reopening Date**

09/08/20

**Labor Organization**

The co-principals met individually with each staff member in order to assess each person's unique situation in returning to school for in person learning. Every staff member expressed their desire to return to his/her classroom with students present on campus. Three teachers served on our Reopening Team to represent the staff. Documentation of the form used to meet with each staff member and a schedule are attached.

**Parent Organization**

Trinity Christian School surveyed all parents regarding their experience with Distance Learning in the spring. The survey also included opportunity for parents to express any concerns for the fall . The results of the survey reflected a wide variety of feelings about returning to campus for in person instruction/learning with most parents wanting to return to in person instruction/learning and some feeling more comfortable having their student participate in Distance Learning. A Distance Learning option will be offered to all students regardless of circumstances. A reopening team consisting of parents and administration with teacher representation (who are also parents) began meeting in the summer with the goal to open Trinity Christian School for in person on campus learning. Documentation of the reopening team is attached including the names and roles of each member and meeting minutes.

**Community Organization**

Trinity Church is the sponsoring organization of Trinity Christian School. The church pastor, office staff and board of elders are in full support of the school reopening for in person on campus learning. Documentation is attached.

## **1. Published on Webpage**

www.trinity-cs.org

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

Page 1 - Section 1- #1

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

Trinity Christian School's worksite-specific COVID-19 prevention plan based on a comprehensive risk assessment of all work areas and work tasks is located at: [www.trinity-cs.org](http://www.trinity-cs.org)

## **2. Distance Learning**

YES

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

Page 12- Section 10 - #54

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

54. Trinity Christian School is offering a Distance Learning option to all students regardless of student or family risk factors. We acknowledge unique circumstances of each student who would be put at-risk by an in-person instructional model. For example, students with a health condition, students with family members with a health condition, students who cohabitate or regularly interact with high-risk individuals, or are otherwise identified as "at-risk" by the parents or guardian, are students whose circumstances merit offering distance learning.

## **3. Physical Distancing**

YES

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

Page 7 and 8 Section 6 - #27, #28, #29, #30

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

Students will be dropped off in the morning using a drive-thru process with parents remaining in their cars to avoid congregating. The exception is for students who need to be signed into class by law (California Care Licensing) or younger students who need to be walked in. We will discourage adults coming on campus with the exception of those doing essential business. They will be required to observe physical distancing protocols and will walk on designated routes. Students will walk on the route designated for their cohort to their classroom. Only staff members will be allowed into classrooms. Recess, snack and lunch breaks all take place outside on a staggered schedule with students in small cohorts. Students will be dismissed individually to go to recess and lunch in order to avoid waiting in lines. There is ample outdoor space on a 5 acre

campus with four separate playground areas, two sets of bleachers, and two large shaded grass areas that can be used for outdoor education. To reduce possibilities for infection, students will remain in the same space and in a small stable class cohort. This includes recess and lunch times. Each cohort will stay together for all activities. K-5th grades are in self-contained classrooms. Each classroom has a lead teacher and an assistant teacher. Specialty teachers (Spanish and Music) will rotate in to the grade levels for teaching. The computer lab will be used by half the class at a time in order to allow for more physical distancing. We will minimize movement of students and teachers or staff as much as practicable. Each classroom has a teacher and assistant teacher that will stay with their class cohort throughout the school day. Classroom space will be maximized with all extra furniture in classrooms removed. Teacher and other staff desks will be at least 6 feet away from student desks. Student desks will be arranged to leave as much space as possible between students with desks facing forward to avoid face-to-face contact. Each student will have a privacy partition for their desk. Our front office has only one employee (office manager). Only one other adult or student will be allowed into the office at a time. Markings on the ground and on the wall will be placed so that physical distancing is adhered to for those waiting. Teacher will take into consideration activities for smaller groups and will redesign them. Furniture and play spaces will be rearranged to maintain separation. Each classroom has an assigned lead teacher and an assistant teacher which will allow for one teacher to stay in the classroom with a small group and the other teacher to take the other half of the class outdoors. Areas throughout the campus have been identified as outdoor learning space and each teacher will have a designated space for their class. Trinity Christian School does not have any indoor hallways for student or staff movement. Passing times for recess and lunch are staggered to minimize congregate movement. Physical Education will take place outside where there is ample space for physical distancing. All equipment will be sanitized between use. At the end of the school day pick-up students will be released by family last name with staggered times in order to dismiss in smaller groups providing physical distancing (2:30 pm and 2:45 pm). Staff and students walking to the pick-up area will walk on designated routes to avoid close contact with other cohorts and adhere to physical distancing. Adequate staff at the pick-up time will ensure physical distancing is adhered to as students are waiting. This pick-up procedure will detour parents from coming on to the campus after school. Staff will be trained on physical distancing. Staff meetings will be held virtually, in a large well ventilated auditorium or outdoors all with physical distancing. Two staff members will be allowed in the workroom and in each restroom. Signs and ground markings will remind staff of this important protocol.

#### **4. Stable Cohorts**

YES

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

Page 7 - Section 6 - #27, #28, #29

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

To reduce possibilities for infection, students will remain in the same space and in a small stable class cohort. This includes recess and lunch times. Each cohort will stay together for all activities.

K-5th grades are in self-contained classrooms. Each classroom has a lead teacher and an assistant teacher. Specialty teachers (Spanish and Music) will rotate in to the grade levels for teaching. The computer lab will be used by half the class at a time in order to allow for more physical distancing. Computers will be disinfected after each class. Trinity Christian School will minimize movement of students and teachers or staff as much as practicable. Each classroom teacher and assistant teacher will stay with their class cohort throughout the school day. Meals are eaten outdoors and space is designated for each classroom cohort. Recess, snack and lunch breaks all take place outside on a staggered schedule with students in the same small cohorts.

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

YES

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

Page 4 - Section 3 - #14, Page 5 - Section 3 - #15, #16

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

Face coverings must be used in accordance with CDPH guidelines unless a person is exempt. We will teach and reinforce use of face coverings, or in limited instances, face shields. Staff will receive training during the week of August 24, 2020 on the proper use of face coverings for themselves and students. Teachers will instruct students on the proper use of face coverings when students return to campus. Students and staff will be frequently reminded not to touch their face covering and to wash their hands frequently. Information that will remind staff and students not to touch their face will be posted around the campus. Information will be provided to all staff and families in the school community on proper use, removal, and washing of cloth face coverings. Staff will receive hands on training during the week of August 24, 2020. Training will also include policies on how people who are exempted from wearing a face covering will be addressed. Information from the CDC website will be provided to all staff and families in the school community. Staff will receive this training during staff development days before school starts and families will receive this information via email. In order to comply with this guidance, the school must exclude students from campus if they are not exempt from wearing a face covering under CDPH guidelines and refuse to wear one provided by the school. The school will provide a face covering to students who inadvertently fail to bring a face covering to school to prevent unnecessary exclusions. Students will be offered Distance Learning if they are excluded from campus. Trinity Christian school's plans regarding staff use of face covers includes the following

- All staff will use face coverings in accordance with CDHP guidelines
- In limited situations where face coverings cannot be used for pedagogical or developmental reasons, a face shield can be used

instead of a cloth face covering while in the classroom as long as the wearer maintains physical distance from others, to the extent practicable.

- Staff will wear cloth face covering outside of the classroom
- Workers or other persons handling or serving food will use disposable gloves in addition to the face covering

#### Age Face Covering Requirements

Under 2 years old - No

2 years old – 2nd grade Strongly encouraged\*\*

3rd grade – 6th grade - Yes required, unless exempt

\*\*Face coverings are strongly encouraged for young children between 2 years old and second grade, if they can be worn properly.

## **6. Cleaning and Disinfection**

YES

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

Page 6 - Section 5 - #19, #21, Page 7 -#25, #26 Page 8 -Section 7 - #31

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

Staff will clean and disinfect frequently touched surfaces at school throughout the day. They will be cleaned by trained custodial staff every evening. Frequently touched surfaces in the school include, but are not limited to: Door handles; Light switches; Sink handles; Bathroom surfaces; Tables; Student desks; Chairs. Trained custodial staff will clean and disinfect the entire facility (classrooms, hallways, restrooms, office and other common areas) each evening giving special attention to high touch surfaces. Doors will be left open whenever possible to reduce students and staff touching door knobs. Each classroom will be provided with safe and effective cleaning (disinfecting solution or wipes) supplies to sanitize shared items, door knobs, tables, desks, chairs throughout the day. Sharing of materials will be limited

- Each student will have a box with their personal school materials that will be kept in their desk or cubby. Students will be directed to only use their own supplies. Teachers will have a supply of basic school supplies if a student needs something.

- When shared use is necessary such as playground equipment, games and art supplies they will be sanitized with safe and effective disinfecting solutions between uses. Trinity Christian School has an excellent ventilation system with fans that can continuously bring in fresh air. In order to ensure the best air quality iWave systems have been installed which use positive and negative ion technology to kill bacteria and viruses. All air filters were replaced and the ventilation system received a thorough inspection by a licensed HVAC contractor in August 2020. Drinking fountains will not be used due to the difficulty children have using them properly. Students will bring a refillable water bottle from home to drink from throughout the day. All students in grades 1st-5th have an individual desk. Students in kindergarten and middle school have designated individual storage cubbies.

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

YES

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

Page 7 and 8 -Section 6 -#27, #28, #29

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

Students will be dropped off in the morning using a drive-thru process. Adults will stay in their cars. They will be discouraged from coming on campus. Trinity Christian offers before and after school childcare which facilitates staggered start and end times on campus. Trinity Christian School has multiple entrance and exit points which allows for several walking routes to class to minimize direct

contact. Recess, snack and lunch breaks all take place outside on a staggered schedule with students in small cohorts. Students will be dismissed individually to go to recess and lunch in order to avoid waiting in lines. All classrooms are accessed from outdoors. The school has ample outdoor space on a 5 acre campus with four separate playground areas, two sets of bleachers, and two large shaded grass areas that can be used for outdoor education. To reduce possibilities for infection, students will remain in the same space and in a small stable class cohort. Movement of students and teachers or staff will be minimized as much as practicable. Each classroom teacher and assistant teacher will stay with their class cohort throughout the school day. Classroom space will be maximized with all extra furniture in

classrooms removed. Teacher and other staff desks will be at least 6 feet away from student desks. Student desks will be arranged to leave as much space as possible between students with desks facing forward to avoid face-to-face contact. Staff will develop instructions for maximizing spacing and ways to minimize movement in both indoor and outdoor spaces that are easy for students to understand and are developmentally appropriate. The school does not have any indoor hallways for student or staff movement. Passing times for recess and lunch are staggered to minimize congregate movement. At the end of the school day pick-up students will be released by family last name with staggered times in order to dismiss in smaller groups providing physical distancing (2:30 pm and 2:45 pm) Staff and students walking to the pick-up area will walk on designated routes to avoid close contact with other cohorts and adhere to physical distancing. Adequate staff at the pick-up time will ensure physical distancing is adhered to as students are waiting. This pick-up procedure will detour parents from coming on to the campus after school. We will discourage adults (parents and visitors) on campus with the exception of those doing essential business. Adults on campus doing essential business will be required to wear a face covering and come immediately to the front office for a health screening asking about signs and symptoms of COVID-19. Their temperature will be taken and recorded. If they do not pass the health screening or have a temperature of over 100 degrees they will immediately leave campus. Directional signs throughout the campus will designate walking routes.

## **8. Health Screenings**

YES

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

Page 10 -Section 9 -#38, #39, #40, #43, #44 Page 11 -Section 10 -  
#46, #47

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

Trinity Christian School will implement screening and other procedures for all staff and students entering the facility.

- Trinity Christian School hereby states and implements a strict exclusion policy for symptomatic students and employees.
- Daily symptom monitoring of all staff will include a health survey completed online before arrival at school. Staff members who do not pass the health screening will not be allowed on campus. Before entering the campus staff members will have their temperature checked by a designated staff member who will record their temperature. Staff members who have a temperature of 100 degrees or higher will immediately leave campus. The school will recommend to 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.
- Employees who become ill during the school day will immediately leave campus.
- Students who become ill during the school day will be sent to our Health Center where they will be monitored - Parents will be called to immediately pick-up their student

Parents and caregivers are ultimately responsible for the screening of children, daily at home prior to entering campus. A checklist will be provided for them to do daily screening before arriving to school. Trinity Christian School staff will conduct a visual wellness check of each student entering campus in addition to taking each student's temperatures with a no touch thermometer before entering the school grounds. Students who have a temperature over 100 degrees will not be allowed on campus (per San Diego County Public Health Order). All staff and students will be asked daily through the online health screening if they or anyone in their home is exhibiting COVID-19 symptoms. Staff and students will be monitored throughout the day for signs of illness and will be sent home if they have a fever of 100 degrees (per San Diego County public health order) or higher, cough, or other COVID-19 symptoms such as shortness of breath or difficulty breathing, chills, repeated shaking with chills, fatigue, muscle pain, headache, sore throat, congestion or runny nose, nausea or vomiting, diarrhea, new loss or taste of smell.

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

Any students exhibiting symptoms will immediately be required to wear a face covering and be required to wait in an Health Center until they can be transported home or to a healthcare facility, as soon as practicable. Trinity Christian has constructed a Health Center in order to have an isolated space for a student to wait for their parent to pick them up if they show symptoms of illness. This area is well ventilated and allows for the student to be observed



without exposing other students or staff members to illness. There are two separate spaces in the Health Center if needed. There is also a third room next to the Health Center which could be utilized as well. Trinity Christian School has established procedures to arrange for safe transport home or to a healthcare facility, as appropriate, when an individual is exhibiting COVID-19 symptoms. The procedures are as follows: call/text/email parent or guardian; call emergency contacts if parent/guardian does not respond; 9-1-1 will be called in an emergency if a student or employee needs immediate transport to a healthcare facility.

## **9. Healthy Hygiene Practices**

YES

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

Page 3 - Section 2 - #6, #7, #8 Page 10 - Section 9 - #41

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

The school has developed plans to teach and reinforce washing hands, The plans describe how the school will teach students and remind to:

Wash their hands frequently , including before and after eating; after coughing or sneezing; after classes where they handle shared items, such as outside recreation, art, or shop; and before and after using the restroom. Wash their hands for 20 seconds with soap, rubbing thoroughly after application. Soap products marketed as "antimicrobial" are not necessary or recommended. Use fragrance-free hand sanitizer when hand washing is not practicable. Signage will be posted throughout the school reminding students and staff of healthy hygiene practices The following protocols will be in place: hands sanitized at entry of school; hands sanitized each time the classroom is entered; hands will be washed before and after eating Trinity Christian School has installed hands-free soap, paper towel, and sanitizer dispensers. With a small student population of approximately 160 students (K-8th), small class sizes and a large facility there is ample room to allow students to wash their hands without congregating. There are only two classrooms that do not have a sink and a restroom is located very close by those rooms. There is a large washing station at the lunch area which allows students to wash before and after lunch. There are three separate restroom areas. Recess and lunch times are staggered to allow time for students and staff to wash their hands and not congregate in restrooms. Schedules will be posted in the office and classrooms. Trinity Christian School will make available and encourage use of hand-washing stations and hand sanitizer.

The school has installed hands free dispensers for soap, paper towels and hand sanitizer. Hand sanitizer will be available at all entrances to the campus, in the school office, in the workroom and in all classrooms. With a large facility and sinks in 7 of our 9 classrooms there is ample opportunity for frequent hand washing. The two classrooms that do not have a sink are located in close proximity to a restroom. There is a large washing station near the lunch tables to allow students to wash before and after eating.

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

YES

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

Page 11 - Section 10 - #50 Page 12 - Section 11 - #58 Page 12 - #60

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

Our COVID-19 liaison, Jimmie Drummond, will notify local health officials immediately of any positive case of COVID-19, and exposed staff and families as relevant while maintaining confidentiality as required by state and federal laws. The COVID-19 designated liaisons are Jimmie Drummond and Sharon Axe who are responsible for responding to COVID-19 concerns. Workers will be informed of the liaisons who can be contacted at principal@trinitycs.org or (619) 462-6440. The liaisons will be trained to coordinate the documentation and tracking of possible exposure, in order to notify local health officials, staff and families in a prompt and responsible manner. When a student, teacher, or staff member tests positive for COVID-19 and had exposed others at Trinity Christian School the liaison will refer to the CDPH Framework for K-12 Schools, and implement the following steps:

a. In consultation with the local public health department, the Co-Principals Jimmie Drummond and Sharon Axe may decide whether school closure versus cleaning and quarantine of exposed persons or other intervention is warranted, including the length of time necessary, based on the risk level within the specific community as determined by the local public health officer.

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

YES

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

Page 9 - Section 8 - #34, #35

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

Trinity Christian School will train all staff during our professional development weeks of August 24th-September 4th, 2020. in the following safety actions :Enhanced sanitation practices; Physical distancing guidelines and their importance; Proper use, removal, and washing of face coverings; Screening practices; How COVID-19 is spread ; COVID-19 specific symptom identification; Preventing the spread of COVID-19 if you are sick, including the importance of not coming to work if staff members have symptoms, or if they or someone they live with has been diagnosed with COVID-19; For workers, COVID-19 specific symptom identification and when to seek medical attention; The employer's plan and procedures to follow when children or adults become sick at school; The employer's plan and procedures to protect workers from COVID-19 illness.

Trinity Christian School will conduct training and education safely.

a. Trinity Christian School will conduct training during the two weeks

before the start of school August 24th – September 4th, 2020. Training will include: all parts of our reopening plan with time for Q&A; healthy hygiene practices for students and staff; physical distancing guidelines; proper use, removal and washing of face coverings; specific symptoms of COVID-19 including the importance of not coming to work if they have symptoms or live with someone who has been diagnosed with COVID-19; CPR/First Aide; COVID-19 Infection Prevention in Child Care Programs published by CAL/OSHA; cleaning, disinfection and sanitizing procedures required throughout the school day; distance learning protocols and expectations; how to explain our reopening plan students including best practices for keeping everyone healthy on campus.

b. Parents will be informed about the reopening plan via email and the school website. Educational materials will be supplied to parents that adhere to the linguistic needs of the community in the following areas:

- Enhanced sanitation practices
- Physical distancing guidelines and their importance
- Proper use, removal, and washing of face coverings
- Screening practices
- How COVID-19 is spread
- COVID-19 specific symptom identification
- Preventing the spread of COVID-19 if you are sick, including the importance of not coming to work if staff members have symptoms, or if they or someone they live with has been diagnosed with COVID-
- For workers, COVID-19 specific symptom identification and when to seek medical attention
- The employer's plan and procedures to follow when children or adults become sick at school.
- The employer's plan and procedures to protect workers from COVID-19 illness

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

YES

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

Page 12 - Section 11 - #58 Page 11 - Section 10 - #47

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

Any students or staff exhibiting symptoms will immediately be required to wear a face covering and be required to wait in the Health Center until they can be transported home or to a healthcare facility, as soon as practicable.

1. If a student or staff member exhibits COVID-19 Symptoms (e.g., fever, cough, loss of taste or smell, difficulty breathing) based on symptom screening per COVID-19 Industry Guidance for Schools they will be sent home and it will be recommended that they get tested. Students or staff may not return to school until test results are known. (If tested positive, see #3, if negative, see #4)

School/classroom remain open.

2. When there is a confirmed case of COVID-19 of a student or staff member anyone who has been in close contact (less than 6 feet of distance for more than 15 minutes) will be asked to Quarantine for 14 days from last exposure. Testing will be recommended (but will

not shorten 14- day quarantine) The school/classroom will remain open. School will work in conjunction with the local health department as requested.

3. If a student or staff member is confirmed to have a COVID-19 case infection the school will notify the local public health department, isolate the case and exclude them from school for 10 days from onset or test date. Students that are identified as contacts will be quarantined. Excluded exposed contacts (likely entire cohort. will pivot to distance learning for 14 days after the last date the case was present at school while infectious. It is recommended that there is testing of contacts and prioritize symptomatic contacts (but it will not shorten 14- day quarantines) Disinfection and cleaning of the classroom and primary spaces where case spent significant time will occur as soon as possible. The school will remain open. The school community notification of a known case will be sent out to constituents.

4. If a test is negative after displaying symptoms the student may return to school 3 days after symptoms are resolved. The school /classroom will remain open.

5. A student or staff member who has symptoms of COVID-19 will be advised not to return to campus until they have met CDC criteria to discontinue home isolation, including at least 3 days with no fever, symptoms have improved and at least 10 days since symptoms first appeared

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

Following the guidelines in the “Tool For Submitting Your County of San Diego Elementary School Waiver” Trinity Christian School will consult with and follow any guidance given by the local health department if routine testing is being considered. The Trinity Christian School COVID-19 liaison to the public health department, Jimmie Drummond, will be responsible for initiating consultation with the public health department and following any guidance received. The role of providing routine systematic testing of staff or students for COVID-19 (e.g., PCR swab testing for acute infection, or presence of antibodies in serum after infection) is currently unclear. Trinity Christian School will direct staff and students to their personal physician or local community testing site.

There is not a program in place to allow systematic testing at this time. Trinity Christian School will refer staff and students with symptoms of COVID-19 to get a test through their health care provider or community testing site. 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**

Page 12 - Section 12 -# 59, #60

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

Trinity Christian School's COVID-19 liaisons, Jimmie Drummond and Sharon Axe will check state and local orders and health department notices daily about transmission in the area or closures and adjust operations accordingly. When a student, teacher, or staff member tests positive for COVID-19 and had exposed others at Trinity Christian School the liaison will refer to the CDPH Framework for K-12 Schools, and implement the following steps:

a. In consultation with the local public health department, the Co-Principals Jimmie Drummond and Sharon Axe may decide whether school closure versus cleaning and quarantine of exposed persons or other intervention is warranted, including the length of time necessary, based on the risk level within the specific community as determined by the local public health officer. Implement communication plans for exposure at school and potential school closures to include outreach to students, parents, teachers, staff, and the community. Regular communications with the local public health department will be maintained

#### **14. Communication Plans**

YES

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

Page 11 - Section 10 - #50

#### **14. B) Communication Plans Language**

Our COVID-19 liaison, Jimmie Drummond, will notify local health officials immediately of any positive case of COVID-19, and exposed staff and families as relevant while maintaining confidentiality as required by state and federal laws. Additional guidance can be found here. Trinity Christian School has policies and procedures for communicating with parents and staff regarding communicable diseases which includes a letter sent home to parents and given to appropriate staff who may have been exposed. This alerts parents and staff to the symptoms of a specific illness and a possible exposure that adheres to the policy requirements of FERPA (Family Educational Rights and Privacy Act) and HIPAA (Health Insurance Portability and Accountability Act). The designated Trinity Christian School COVID-19 Response Team will be responsible for communicating to our school families and staff of a possible exposure to a specific class. Any follow-up needed will be done with consultation and in conjunction with the San Diego County Department of Health following their protocols and recommendations.

#### **Superintendent Name**

Jimmie Drummond

#### **Job Title**

Principal

#### **Phone**

6194626440

**E-mail**

principal@trinitycs.org

**Attachments**

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10 Attachments

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