



# 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**

Christ the Cornerstone Academy

**District name**

Private School

**Contact Name**

Hunter Donahoo

**Contact Email**

admin@ctc-academy.org

**Address**

9028 Westmore Road

**City**

San Diego

**Zip Code**

92126

**Type**

Private School

**Grades to be Reopened**

1

2

3  
4  
5  
K  
TK

**Number of Students in Reopening Grades**

50

**Number of Staff at Reopening Sites**

6

**Proposed Reopening Date**

08/31/20

**Labor Organization**

We consulted with all the staff at CTCA and they are all wanting to teach in class for the Fall. We are a small school and do not have a labor union.

**Parent Organization**

We have consulted with all the parents of CTCA and received notice back from them that they are wanting to have their children back in school. There was a letter sent out to all the families and they responded back.

**Community Organization**

We consulted with the Educational Director for the Lutheran Pacific Southwest District of the Missouri Synod and am attaching the letter of support for CTCA to begin school in the classroom in the Fall.

**1. Published on Webpage**

It is published on our website [www.ctc-academy.org](http://www.ctc-academy.org)

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

It is listed in the Introduction paragraph.

**1.B) Webpage Language**

Christ the Cornerstone Academy and Preschool has created this document in order to help with the reopening of our Elementary School for the Fall 2020-2021 school year and is published on CTCA's website at [www.ctc-academy.org](http://www.ctc-academy.org).

**2. Distance Learning**

YES

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

It is on page 9.

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

CTCA will support students who are at higher risk by providing virtual learning or independent study.

## **3. Physical Distancing**

YES

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

It is on page 5.

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

CTCA will implement safe distancing whenever possible. Students will be six feet apart in the classrooms as much as possible.

Teachers will set up the classroom so that small groups can be distanced from each other as well as have the use of plexiglass shields.

Desks will be set up so they are all facing the same direction and will have plastic barriers on the desks for each student and each teacher.

Social distance will be kept when entering campus while checking in. Before-care will take place on the playground and the students will maintain distance as much as possible.

## **4. Stable Cohorts**

YES

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

It is on page 5.

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

Students will remain in the same space with their peers for their grade and will be consistent as practical. CTCA will keep the same students and teacher with each group, to the greatest extent practicable.

CTCA will minimize the movement of students and keep the same teacher with one group for the whole day to the greatest extent practicable.

Lunches will be served with the class and will use the lunch area and keep socially distant while eating lunch.

Each cohort will be on separate areas of the playground and will be disinfected between each group,

## **5. Face Coverings**

YES

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

It is on page 3.

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

Students in 3rd grade and above will be required to wear face coverings.

Although it is not required for TK - 2nd Grade to wear facial coverings, our CTC TK - 2 will be required to.

CTCA will exempt students from wearing a face covering if they fall within the CDPH guidelines for individuals exempt. Students who refuse to wear a face covering but who are not exempt will not be permitted to remain on campus and will be given the option of distance learning.

The facial coverings will be removed when the students are eating or outdoor recreation but kept on at all other times.

Students will provide their own face coverings, but CTCA will provide a face covering if the student forgets theirs.

## **6. Cleaning and Disinfection**

YES

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

It is on page 4.

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

All water fountains will be disabled and students will bring their own water bottle and can be filled up at school.

Staff will clean and disinfect high touch areas on a constant basis: i.e. light switches, door handles, tables, and chairs.

Bathrooms will be disinfected on a regular basis throughout the day. The Play structure will be sprayed between uses with a bleach water combination and allowed to dry between uses.

Staff will assure proper ventilation during cleaning and disinfecting and provide as much fresh air as possible.

Each student will have their own classroom supplies i.e. pens, pencils, markers and crayons. There will not be community crayons or other items to share with all the students.

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

YES

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

It is on page 5.

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

The campus will be marked with directional signage to keep minimal contact between students and staff.

Students will stand 6 feet apart as much as possible during entering and exiting of the campus.

Lunches will be served with the class and will use the lunch area and keep socially distant while eating lunch. Each cohort will be on separate areas of the playground and will be disinfected between each group.

## **8. Health Screenings**

YES

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

It is on page 6.

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

All persons who are sick or who have recently had close contact with a person with COVID-19 are encouraged to stay home.

All persons will be screened with having their temperature checked, observed for other symptoms associated with COVID-19 and asked if they have traveled outside the country or if they have had close contact who was ill with confirmed COVID-19 prior to entering campus, and anyone who does not pass the screening will be asked to leave campus.

Any person who develops any COVID-19 symptoms while on campus will be asked to go home and if it is a student, they will be brought to a separate room and the parents called immediately.

All persons will have their temperature taken with a no-touch thermometer prior to entering campus.

CTCA will ask if the person is experiencing any of the COVID-19 symptoms within the last 24 hours.

CTCA will ask if they have had any contact with a positive COVID-19 case within the last 24 hours.

Students must enter through the Red Front door, the Main Office door, in order to get screened prior to entering the facility.

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

Any person who develops any COVID-19 symptoms while on campus will be asked to go home and if it is a student, they will be brought to a separate room and the parents called immediately.

## **9. Healthy Hygiene Practices**

YES

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

It is on page 3 and 4

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

. Students will have access to handwashing within each classroom as well as the bathrooms.

2. Hand sanitizers will be available when hand washing is not.

3. Students will have access to tissue to wipe their nose and to cough/sneeze into.

4. We will practice and promote proper hand washing techniques with staff and students. Avoid touching one's eyes, nose and mouth and coughing into one's elbow or tissue and then throwing the tissue away.

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

YES

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

It is on page 8.

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

If a teacher has a confirmed COVID-19 case, CTCA is required to contact the county health department and close off the room and disinfect the room. CTCA is required to notify teachers, staff and families immediately of any positive COVID-19 case while maintaining confidentiality as required by State and Federal law. CTCA will identify contacts, quarantine and exclude exposed contacts (likely the entire cohort) for 14 days after the last date the case was present at school while infectious. Contacts will be asked to be tested. Then it will be required to provide a negative viral test result for COVID-19 or a health care provider provides CTCA with a note certifying that they are free from COVID-19.

CTCA's office administrator will be responsible for responding to COVID-19 concerns. The Office Administrator will monitor staff absenteeism and have a roster of trained back up staff. The Office Administrator will keep documentation and tracking of exposure in order to notify health officials, staff and families in a prompt and reasonable manner.

CTCA will maintain communication systems via email that allow staff and families to self-report symptoms and receive prompt notifications of exposures and closures while maintaining confidentiality.

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

YES

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

It is on page 7.

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

To keep all families, staff and students safe, it is important that all CTCA families understand the policies and procedures that have been put in place. Training will be provided for all staff members. CTCA families will receive a copy of CTCA's Safe Reopening Plan and families will receive covid-19 resource material(s) as they come out, and students will be given hand washing instructions. CTCA families will be given all resource materials such as screening practices, how COVID-19 is spread, COVID-19 symptom identification, the proper use, removal and washing of face coverings, the importance of physical distancing and the enhance

sanitation practices that will be done at CTCA.

Staff will be trained during In Service prior to the start of the school year. To be included in the training will be:

Daily screenings  
Isolation Protocols  
Face Coverings  
Disinfection routines  
Physical Distancing and the importance of  
COVID-19 symptoms and how to look for them  
Visitors

CTCA wants to make sure that every staff member knows all the protocols and the importance of each one so that we have a safe campus for all of our students and staff and to try to prevent the spread of the virus.

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

YES

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

It is on page 9.

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

Staff are encouraged to get tested regularly and to contact their primary care provider or community testing site for testing. When a staff member has had close contact with a confirmed case, they are also encouraged to get tested while in self-isolation. CTCA staff are essential workers, and staff includes teachers, paraprofessionals, or any other school employee that may have contact with students or other staff.

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

School districts and schools shall test staff periodically, as testing capacity permits and as practicable. CTCA will include testing all staff over 2 months, where 50% every month to rotate testing of all staff over time.

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

YES

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

It is on page 9 and 10

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

CTCA will follow local and state laws. We will monitor daily notices from the health department about transmission and adjust accordingly.

When a student, staff member or teacher tests positive for COVID-19

and has exposed others at school:  
In consultation with the health department, CTCA will decide whether school closure is necessary, based on risk level. Identifying the close contacts who self isolate for 14 days. The classroom, office or activity where the infected person was based will be temporarily closed for cleaning and disinfecting. CTCA will reach out to families, staff, teachers and the community to discuss the closure plans, if necessary. Students will be able to continue learning through our distance learning platform as to continue the rigorous learning process.

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

YES

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

It is on page 10.

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

CTCA will follow local and state laws. We will monitor daily notices from the health department about transmission and adjust accordingly.  
When a student, staff member or teacher tests positive for COVID-19 and has exposed others at school:  
In consultation with the health department, CTCA will decide whether school closure is necessary, based on risk level. Identifying the close contacts who self isolate for 14 days. The classroom, office or activity where the infected person was based will be temporarily closed for cleaning and disinfecting. CTCA will reach out to families, staff, teachers and the community to discuss the closure plans, if necessary. Students will be able to continue learning through our distance learning platform as to continue the rigorous learning process.

#### **Superintendent Name**

Hunter Donahoo

#### **Job Title**

Head of Schools

#### **Phone**

8585661741

#### **E-mail**

admin@ctc-academy.org

#### **Attachments**

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