



# 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**

Francis Parker School

**District name**

Private School

**Contact Name**

Michael Cain

**Contact Email**

[mcain@francisparker.org](mailto:mcain@francisparker.org)

**Address**

6501 linda vista road

**City**

san diego

**Zip Code**

92111

**Type**

Private School

**Grades to be Reopened**

1

2

3  
4  
5  
6  
K  
TK

**Number of Students in Reopening Grades**

560

**Number of Staff at Reopening Sites**

340

**Proposed Reopening Date**

09/08/20

**Labor Organization**

There is no labor organization that represents the employees of the School. In June 2020 a task force was established with over 40 participants each in a subgroup: Health & Safety, Operations, Educational Program, Athletics, Communications and Social and Emotional Support. Since June the Parker community has been able to go to a site specifically concerning COVID-19 and our return to campus. That site, <https://www.parkerroadmap.com/>, contains FAQ from information regarding COVID-19 Policies, Health & Wellness, eMocha have all been updated and are published on our resource page (password protected portal for employees of the School). Parker also did a "Pulse Check" survey and has appropriate legal documents in place for returning to work (see Section I - Consultation file) including Employee Handbook changes, telework documents and privacy policies.

**Parent Organization**

Parker Parents Association [REDACTED] provided a letter dated July 22 in support of the School's reopening. The Pulse check survey showed 80% of parents supported resuming in-person instruction on our campus. See Section I - Consultation Page 32 for a copy of this letter

**Community Organization**

The School engaged [REDACTED], UCSD Community Health in April 2020 to assist in the safe reopening planning with our School. In addition to consulting directly with the School [REDACTED] also sat on our Medical Advisory Board consisting of pediatricians, infectious disease doctors and others on the front lines of our nation's fight against the spread of SARS-CoV-2. Please see Advisory Board Letter and minutes in Section I - Consultation pages 33-67

**1. Published on Webpage**

<https://www.parkerroadmap.com>

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

Pages 5-6; Communications

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

Francis Parker School ([www.francisparker.org](http://www.francisparker.org)) established a separate URL to help keep our community informed of our ongoing efforts to return to campus in the Fall of 2020 (<https://www.parkerroadmap.com/>). The website served as a platform for questions to be answered in our weekly town hall meetings. Each of these town hall meetings were recorded and available in the communications archive of the <https://www.parkerroadmap.com/> site. Each of the answered questions is also published in the FAQ section of the site. The website also archives content from weekly subgroup updates

## **2. Distance Learning**

YES

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

Page 4 in Guiding Principles of Task Force and again on Page 8 under Educational Program

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

In keeping with the Task Force Guidelines this model helps maintain continuity of learning through by establishing a model to maximize in-person instruction hours while ensuring equity and access for all students.

Parker Blended model is preferred over distance learning whenever it is safe to do so. The two learning models are described as Parker Blended being preferred model for all grades, used in conjunction with K-6 waiver process, preferred model for all grades, primarily used when County is off CA watchlist, optional for all students and choice is made daily.

Parker Online model, commonly referred to as “distance learning” is less desirable but necessary. This is the preferred model for “unique circumstances for students put at-risk by Parker Blended”, applies to grades 7-12 (not eligible for waiver), primarily used when County is on CA watchlist, ONLY option available when County of San Diego case rate is above 200 cases per 100,000 people and used at each instance when a “cohort” must be quarantined per CDPH guidelines

## **3. Physical Distancing**

YES

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

Page 8 - Educational Program - Logistics - Physical Distancing

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

In keeping with the San Diego County Safe For Reopen plan and in alignment with the RRTC framework for resuming in-person instruction Parker has taken the following measures:

Phased approach to returning to campus:

Through the use of day camps guidance Parker has been open since July 13 with over 300 of the 428 students enrolled at Lower School (JK-5) having been on campus to become familiar with the new processes and procedures

- All student desks and employee workstations are a minimum of 6 feet apart
- Additional teaching spaces have been created at the Mission Hills (JK-5) campus to create smaller class sizes
- Shade structure added to Mission Hills campus (JK-5) to create shaded outdoor area for use by teachers and students throughout the day
- Common Areas such as restrooms, copiers, kitchenettes all have a posting for LIMIT 1 OCCUPANCY to avoid small clusters of people
- Use of non-slip tape marking "X's" with 6 foot separation are used as visual aids for students, faculty and staff to maintain distance during pickup process or while waiting for handwashing stations
- Staff members, 12-month employees, continue to work from home with limited in-person activities and teleworking has been maximized.
- Bus ridership is reduced to allow for a minimum of 1 meter distancing

### **4. Stable Cohorts**

YES

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

Page 10 - 11 Educational Program - Logistics - Cohorts

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

Students in the Lower School (JK-5) will be in stable cohorts of 10-12 students. Students will be in a homeroom for half of the day and a partner classroom for the other half of the day. At lunchtime the homeroom and the partner classrooms will be sanitized and the A/B cohorts will switch rooms. Students will remain with their cohort for morning and after care. When students arrive on campus, they will go directly to their AM classroom. In the afternoon, they will stay in their PM class through the end of the school day.

On the Linda Vista Campus our Middle (6-8) are also cohorting students. Cohort size is based on the physical dimensions of our reconfigured instructional spaces. The majority of our cohorts on the Linda Vista campus are 15 students.

### **5. Face Coverings**

YES

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

Page 12 - 14: Health & Safety - Face Coverings and PPE

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

Parker's Face Coverings Policy was implemented in July in coordination with our Medical Advisory Board and is best described as Universal Masking. This topic also is addressed in Parker's Health & Safety F.I.R.S.T. program with the "F" in FIRST being Face Masks, "I wear one to protect you, you wear one to protect me". The School purchased enough face shields for each faculty & staff member to be issued one plastic shield with four (4) replaceable foam inserts to be used in addition to a face mask. Each student K-5 will also receive an appropriately sized face shield should a mask not be tolerated by those under Grade 2 or with an exemption from wearing a face mask by their doctor.

Parker received all necessary Personal Protective Equipment by June 26, 2020 as a condition of allowing student on campus to participate in day camps. All necessary signage and postings are in place on campus to allow for a sick room to exist and either a registered nurse or certified health technician is present to care for an ill person. The nurses have each been fitted with gloves, N95 or KN95 mask, Face Shield, Gown, Gloves, Head Cover and Shoe Cover. Each member of the Parker maintenance team responsible for fogging has received fit tested dual, replaceable 3M respirators and full face mask to be worn in conjunction with a full set of coveralls with hood and booties.

## **6. Cleaning and Disinfection**

YES

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

Page 15 - 25: Health & Safety Plan: Cleaning and Disinfection

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

See Attestation Letter dated June 22, 2020 This letter serves to document the series of activities whereas M Squared Safety, LLC was contracted by Francis Parker School to conduct a review of the Health & Safety Plan associated with the School's Roadmap to Return to Campus. On May 29, 2020 draft documents were submitted for review by an Industrial Hygienist, [REDACTED] CIH, CSP, QISP. On June 5, 2020 comments, suggestions and recommendations were sent back to the School and a discussion regarding the feedback took place. On June 12, 2020 the Final Health & Safety Plan was submitted for review. As of Monday, June 22, 2020 a determination has been made that the Health & Safety Plan meets the guidance provided by CDPH and CDE as it relates to the reopening of a School campus environment to the best of our knowledge, skills and abilities. The School will now move into implementation of this plan beginning June 23, 2020. Signed by [REDACTED] Director of Risk & Asset Management on June 22, 2020.

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

YES

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

Page 26 - 28: Educational Program - Logistics

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

As a condition of entry onto our School's campus all students, faculty, staff, contracted workers, contractors and visitors will have to complete health screening. Each person with an email address @francisparker.org has been enrolled in the eMocha Mobile Health app, completes a check in and displays their badge status to be granted entry. For individuals without an emocha badge status, a Google Form with screening questions is available to document the day, time and name of the person(s) entering our campus. All adults coming on campus have their temperature checked at entry. At the conclusion of the academic day bus riders will break their classroom cohort and be under the supervision of a bus monitor who will direct them to board staged buses ready to depart. For students who participate in "quick pick up", they will be staged 6 feet apart on the playground and will board the vehicle on the street in front of the School. For students who participate in extended day programs, they will remain in their classroom cohort until their parent picks them up or at the time when campus is closed, 4:30 PM. It is important to note that parents are considered visitors and are instructed not to exit their vehicles. Movement within the School is limited to use of restrooms, lunch and recess where a low student to teacher ratio helps ensure distancing is maintained while waiting for restrooms, eating lunch or participating in physical activity. The approved health & Safety Plan also touches on the need for increased cleaning and disinfecting with these activities.

## **8. Health Screenings**

YES

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

Pages 29 - 31: Operations with Health & Safety: Screening for Students and Staff

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

Francis Parker School partnered with eMocha Mobile Health in May of 2020 to assist with the health screening process by having students and staff complete daily wellness check-ins. Francis Parker School uses data analytics to monitor the prevalence of symptoms and exposure in our School community. For most people, the morning wellness check confirms no symptoms or exposure to COVID-19 and results in a green badge being issued to that person. This platform allows for easy identification of individuals with whom the School must follow up and apply the CDPH guidelines to resume for in-person activities on campus when a yellow badge is presented.

Each employee of the School must show an active green badge for that current day  
Additionally, each employee will have their temperature taken upon arrival by one of our security guards.  
If anyone has a temperature reading over 100.0 degrees they will be excluded from campus.

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

By completing the check-ins at home we hope that individuals with symptoms or exposure simply stay home rather than arrive on our campus. This concept is highlighted with the "I" in Parker's Health & Safety FIRST program where "I means Ill? Stay at home anytime you feel sick, stay at home until you are well. This platform allows for easy identification of individuals with whom the School must follow up and apply the CDPH guidelines to resume for in-person activities on campus. Francis Parker School uses data analytics to monitor the prevalence of symptoms and exposure in our School community. Each campus has a School Nurse or Health Technician on site to assist any student or staff member who may fall ill while physically on campus. This person is able to care for the ill as well as help students and staff navigate a safe resumption of on campus activities in accordance with CDPH guidelines.

### **9. Healthy Hygiene Practices**

YES

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

Page 33

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

Hand sanitizer is available in the event that lines form at the handwashing stations. The School has purchased and has on hand over 100 gallons of hand sanitizer. Any classroom cohort without a sink in their room will be using hand sanitizer or be given ample time to have handwashing occur in the instance where they cohort has left their classroom. The "R" in Parker's Health & Safety FIRST stands for Remove Germs: Wash your hands thoroughly and often. Majority of K-5 classrooms have sinks in the rooms. A and B cohorts will be sorted upon arrival such that one group of cohorts will be asked to wash hands in portable handwashing stations upon entry and the other group of cohorts will be sent directly to the classrooms to wash hands and be seated. Students will be required to wash their hands before and after recess and lunchtime and anytime they use the restroom. Staff will model proper handwashing technique and will reinforce handwashing throughout the day.

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

YES

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

Page 34 - 35

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

COVID-19 Case Management Structure is in place and overlaps with the use of eMocha Screening platform. The School Nurse, [REDACTED] is the primary point of contact for the CoSD Epidemiology Unit. Responsibilities include notification of Division Head and/or Human Resources of any positive case, sending a courtesy email to parents in cohort(s), Determine cohort(s) for remote learning, Close room for 3 days (ElectroStatic FOG), Determine if a substitute teacher is needed, have student or staff participate in distance learning only, Continue to submit emocha (Yellow) and Apply CDPH recovery protocol.

The Workflow outlined above highlights employees who completed 5-hours of free training on contact tracing offered by Johns Hopkins University. The School understands that the County of SD Public Health is responsible for contact tracing while recognizing the School needs to understand how tracing works in order to determine school closure at different levels; cohort, campus, School-wide, etc.

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

YES

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

Pages 5 - 6: Communications Town Halls and [parkerroadmap.com](http://parkerroadmap.com) communications archives

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

List of Town Halls held to date:

Wednesday, Aug. 12: Town Hall Recording - Parker Online: Technology and Assessments

Friday, Aug. 7: Roadmap to Return to Campus Update

Wednesday, Aug. 5: Town Hall Recording - A Deep-Dive into Parker Online // Dress Code Update // Transportation Update

Friday, July 31: Roadmap to Return to Campus Update

Thursday, July 30: Town Hall Recording - Parker Blended at Upper School

Wednesday, July 29: Town Hall Recording - Parker Blended at Lower School

Wednesday, July 29: Town Hall Recording - How Parker Will Shift Between Learning Models and an Athletics Update

Tuesday, July 28: Town Hall Recording - Parker Blended at Middle School

Friday, July 24: Roadmap to Return to Campus Update

Wednesday, July 22: Community Pulse Check Survey

Wednesday, July 22: Town Hall Recording - A Deep-Dive into the

## Parker Hybrid Daily Schedule

Monday, July 20: Athletics CIF Update

Friday, July 17: Roadmap to Return to Campus Update

Wednesday, July 15: Town Hall - What Happens When Someone is COVID Positive?

Unfortunately, the recording of this webinar failed. We apologize for the inconvenience.

Friday, July 10: Parker's Roadmap to Return to Campus Plan

Wednesday, July 8: Town Hall Recording - Face Coverings, Screening, and Monitoring

Friday, July 3: Parker Health and Safety F.I.R.S.T.

Wednesday, July 1: Town Hall Recording - A Preview of the emocha Health Screening App

Friday, June 26: Summer at Parker on Campus and Workgroup Updates

Friday, June 19: Workgroup Updates

Friday, June 12: Health & Safety Update

Friday, June 3: Parker's Roadmap to Return to Campus

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

YES

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

Page 38

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

There is not a program in place to allow for systematic testing at this time. Parker will continue to refer staff and students to their primary care physician or to utilize a community testing site at this time.

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

Asymptomatic students and staff will be encouraged to receive regular COVID-19 tests once local testing capacity allows. The School has explored the use of a recently approved FDA EUA saliva test or antigen tests for this purpose and awaits further clarification from CoSD.

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

YES

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

Pages 8 - 9: Educational Program - Transitioning between models

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

In keeping with the Task Force Guidelines the Parker Blended model helps maintain continuity of learning through by establishing a model to maximize in-person instruction hours while ensuring equity and access for all students. The Parker Blended model is preferred over distance learning whenever it is safe to do so. By using eMocha Analytics dashboard the School is able to determine what percentage of students, faculty & staff are reporting symptoms of COVID-19 or have been exposed to someone COVID-19.

The School must transition Parker Online Model when:

Elevated Disease Transmission:

Case Rate per 100,000 goes above 200 for San Diego County

Elevated Disease Transmission:

Testing Positivity goes above 5% for teacher/students/staff within our School

Outbreak:

In the event that any of our 3 divisions have 3+ laboratory confirmed cases from separate cohorts a school closure of 14 days is required for that Division.

As instructed:

While working with San Diego County HHS the School agrees to transition to Parker Online when Public Health mandates a School closure

### **14. Communication Plans**

YES

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

Page 37

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

The email address [safety@francisparker.org](mailto:safety@francisparker.org) has been created to assist in the mass distribution of email by the School.

Our school will email all families and staff should an urgent update be warranted. Additionally, the School may choose to text such information since the cell phones have been updated for staff and students due to the implementation of emocha mobile health screening app.

The school will also post all necessary information on the website: <https://www.parkerroadmap.com/>

Information communicated to school families, staff, public health officials and the community will maintain confidentiality as required by FERPA, HIPPA and state law related to privacy of educational records. Please refer to Section I - Consultation for additional

information related to CA employment law or other legal matters associated with the Roadmap to Return to Campus.

**Superintendent Name**

Kevin Yaley

**Job Title**

Head of School

**Phone**

858-569-7900 x 4103

**E-mail**

kyaley@francisparker.org

**Attachments**

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6 Attachments

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