



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

Holy Trinity School

District name

Private School

District School(s) Name

Contact Name

Julia Marentez

Contact Email

principal@holytrinityhawks.com

Address

509 Ballard St

City

El Cajon

Zip Code

92019

Type

Private School

Grades to be Reopened

- 1
- 2
- 3
- 4

5
6
K

Number of Students in Reopening Grades

125

Number of Staff at Reopening Sites

22

Proposed Reopening Date

09/01/20

Labor Organization

Our Holy Trinity School faculty and staff returned to work on Monday, August 10. Since then, we have been planning and collaborating for this upcoming school year through various virtual meetings via Zoom. Our faculty/staff has been working extremely hard to prepare for a unique school year that will include distance learning and possible in-person instruction once permitted. Teachers have been collaborating, planning, and attending virtual webinars to prepare for an effective temporary distance learning program. In addition to planning for a virtual instructional learning model, we have also been preparing our classroom and school campus for in-person instruction. On August 10, I asked our faculty and staff to complete a survey as consultation documentation with our faculty and staff regarding the reopening of schools this upcoming school year.

Based on the results of the teacher survey:

- 85.7% feel comfortable with our school's reopening plans for reducing risk of spreading COVID-19.
- 85.7% believe our school has the resources needed to effectively implement its reopening plan (staffing, supplies, training).
- 92.9% feel comfortable with our school's plan if a student or staff member tests positive for COVID-19.
- 71.4% would prefer an in-person, on campus learning model, 21.4% would prefer a hybrid learning model, and 7.1% would prefer distance learning.

With all the preparation and collaboration, I am confident that my faculty/staff will be able to support our students in both in-person, on campus and distance learning models, especially with our smaller class-size cohorts. Our passionate, hardworking, and dedicated faculty and staff are committed to doing their best to help meet the needs of our school community during this unique and unprecedented time.

Parent Organization

We update our parents regularly with updates as changes occur within our county and state that directly affect our school. We send weekly newsletters and created a School Reopening Page on our school website with relevant information and updates regarding our response to Covid-19.

On August 13, we asked the parents of currently enrolled students at Holy Trinity School to complete a survey as consultation documentation with school families regarding their feelings about the reopening schools this upcoming fall. Based on the results of the parent survey:

- 85.9% feel comfortable with our school's reopening plans for

reducing risk of spreading COVID-19.

- 84.4% believe our school has the resources needed to effectively implement its reopening plan (staffing, supplies, training).
- 78.1% feel comfortable with our school's plan if a student or staff member tests positive for COVID-19.
- 92.2% is satisfied with how our school communicates with families about the changes it is considering.
- 90.6% is in favor of our school applying for TK-6 reopening waiver
- 70.3% would prefer an in-person, on campus learning model, 18.8% would prefer a hybrid learning model, and 10.9% would prefer distance learning.

Holy Trinity School is committed to doing our best to meet the needs of all our students and families during this unique time. Once we are approved for in-person instruction on campus, distance learning will still be an option that will be offered to all of our school families for the entire 2020-2021 school year based on the unique circumstances of each student who would be put at-risk by an in-person instructional model. We are all in this together.

Community Organization

Our School Board meets on the 3rd Tuesday of each month to discuss student enrichment in preschool through eighth grade, development, community-building events, fundraising, facilities, after school programs, early childhood services, and how to provide family support. Our School Board consists of our Pastor, Principal, Vice Principal, Preschool Director, Faculty, and Parents of current students that work in various parts of our community. At our last school meeting, we discussed the updates for our school, clarification on the waiver application, distance learning, and the possibility of reopening our school to in-person instruction, and more. Our School Board is all in favor of doing the best we can to bring the students back on campus for in-person instruction.

1. Published on Webpage

Holy Trinity School's Reopening Plan is published on our school website using this link:
<https://www.holytrinityschoolcajon.com/School-Reopening-Plans>

1.A) Webpage Section/Page

pg. 4

1.B) Webpage Language

Holy Trinity School Safe Reopening Plan
 Holy Trinity School's safe reopening plan, updates, and relevant resources related to COVID-19 are accessible on the Safe Reopening Plan webpage. The location of information is posted on our school website and includes the same information of all 14 elements the HT submitted to the County of San Diego.

2. Distance Learning

YES

2.A) Distance Learning Section/Page

pgs. 3, 4, 14

2.B) Distance Learning Language

pg. 3-4:

Dear Parents/Guardians:

We know the last several months have been challenging for everyone as we have adjusted to the changes that have occurred as a result of COVID-19. We hope that you and your family have been well during this time. We are anxious to reopen Holy Trinity School, but we must do it in a way that is safe for our students and staff. After all, we cannot accelerate learning, promote instructional continuity, and address social-emotional and mental health without ensuring physical health. San Diego Catholic Schools developed guidance through various working groups to support the reopening of schools in 2020-2021. The guidance focused on planning for four major areas: Catholic Identity, Schedules & Logistics, Facilities & Operations, and Instructional Programs. The Diocese of San Diego guidance is informed by local county (San Diego & Imperial Valley), state, and CDC guidelines, as well as consultation with various stakeholders and data analysis.

In accordance with Governor Newsom's orders and to ensure the health and safety of our students and staff, we have adjusted our instructional plan for the 2020-2021 academic school year. Holy Trinity School will begin in distance learning on September 1. We recognize that continuing distance learning poses challenges and hardship for many families and have learned much from school closure last spring. Therefore, the following priorities have been established for a cohesive distance learning program that is aligned to the same outcomes as in-person learning this upcoming fall:

- ❖ Synchronous (live) teacher led daily instruction (whole class and small group) through Zoom or Google Meet
- ❖ Focus on prioritized K-8 Standards for Schools in the Diocese of San Diego
- ❖ Asynchronous (pre-recorded) grade-level appropriate instructional videos
- ❖ Teachers and students will be also interacting through platforms such as Seesaw and Google Classroom
- ❖ Enrichment activities in art, music, and physical education
- ❖ Grades that reflect student progress toward mastery of standards
- ❖ Daily attendance tracking
- ❖ Teacher feedback on student progress
- ❖ Support for students with an Individual Learning Plan (ILP) as designated by our Students Success Team (SST) Learning Support Program
- ❖ Various prayer and community building faith-based opportunities
- ❖ Weekly in-person outdoor school Mass on our Holy Trinity School campus

AS OF AUGUST 21, 2020

3

AS OF AUGUST 21, 2020

We will continue to work on improving plans that support the academic, faith, social, and emotional well-being of all students and families. A distance learning option will be provided to students and families who do not feel comfortable returning to in-person instruction. This option will be available regardless of the student's health conditions.

Although we are beginning the school year with temporary distance learning for all of our students due to school closures, Holy Trinity School is prepared to pivot and transition to in-person instruction on the school campus as soon as local health directives permit us to do so. Distance learning will remain an option for all Holy Trinity School students throughout the 2020-2021 school year based on the unique circumstances of students who would be put at-risk by an in-person instructional model.

While plans may continue to change, our mission remains the same: Holy Trinity School is committed to supporting families in educating children in academics and Catholic values to meet the challenges of our world. Distance learning will be offered for all students in all circumstances.

pg. 14:

A distance learning option will be provided to students and families who do not feel comfortable returning to in-person instruction. This option will be available regardless of the student's health conditions.

3. Physical Distancing

YES

3. A) Physical Distance Section/Page

pgs. 5, 8-9

3. B) Physical Distancing Language

pg. 5: Physical Distancing

- Staff, students, and parents will use six feet of physical distance. Face coverings will be required where six feet of distance is not possible. Tri-fold plexiglass desk shields have been installed in each classroom for all students and teachers in grades K-8.
- Movement of students, teachers, and staff between classrooms will be minimized as much as possible.
- Covid-19 signage throughout campus has been posted on floors, walls, and doors to remind and encourage everyone in our school community to practice and maintain safe and healthy practices.
- Outdoor tents and canopies have been set up outside of classrooms to provide shade for teachers, students, and staff during outdoor learning and ventilation breaks.

pg. 8-10: Holy Trinity School has developed plans that describe the measures that will be used to maintain 6 feet between staff, students, and parents in the various settings, as practicable. Tri-fold plexiglass desk shields have been installed in each classroom for all students and teachers in grades K-8. The following measures will be used to maximize the space between students during the day:

Various signage and floor markings will be used to remind and encourage students to practice and maintain safe and healthy practices:

- ❖ During daily symptom and temperature screening of students
- ❖ While students are entering campus and waiting for their first class to begin
- ❖ During meal periods
- ❖ During recess
- ❖ During passing periods
- ❖ Classrooms and other instructional spaces
- ❖ Restrooms
- ❖ While students are exiting the campus
- ❖ Before- and after-school extended care programs

Holy Trinity School's plan for scheduling students uses the following measures to the greatest extent practicable:

- ❖ Stagger arrival and departure locations as consistently as practicable as to minimize scheduling challenges for families
- ❖ Designate routes for entry and exit, using as many entrances as feasible
- There will be three various locations of points of entry/exit. A staff member will be at each point to do a temperature and symptom check. Parents are encouraged to remain in their vehicles at designated drop off zones. Parents that need to escort their young children to their screening and during pickup will be required to wear a mask.
 - Gate A aka "Faith": Grades, K, 3, and 4 (gate is located next to 4th grade and in close proximity to kindergarten and 3rd grade)
 - Gate B aka "Hope": Grades 1, 2, and 5 (gate is located next to 1st grade and in close proximity to 2nd and 5th grade)
 - Gate C aka "Love": Grades 6-8 (gate is located next to 8th grade and middle school classrooms)
 - Put in place other protocols to limit direct contact with others as much as practicable

4. Stable Cohorts

YES

4. A) Stable Section/Page

pg. 9-10

4. B) Stable Cohorts Language

pg. 9-10: STABLE COHORTS

Holy Trinity School plans to limit student mixing using the following measures to the greatest extent practicable:

- ❖ Students will remain in the same space and in groups as small and consistent as practicable throughout the duration of the school day.
- ❖ Keep the same students and teacher or staff with each group, to the greatest extent practicable.
- ❖ Our cohorts are smaller in size with an average of 14 students per cohort.
- ❖ Minimize movement of students, teachers or staff as much as practicable.
- ❖ Redesign activities for smaller groups and rearrange furniture and play spaces to maintain separation.
- ❖ Staff will teach and reinforce practices 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.
- ❖ Implement procedures for turning in assignments to minimize contact.
- ❖ Minimize congregate movement through hallways as much as practicable.
- ❖ Recess and lunch times will be staggered to minimize student mixing and avoid congestion
- ❖ Recess activities/stations will be in separated areas designated by class.
- ❖ Limit the use of common use areas such as dining areas and libraries, where practicable. Alternatively, stagger use, properly space occupants and disinfect in between uses.
- ❖ Deliver pre-purchased "hot lunch" meals to classrooms or

outdoors where practicable. All "hot lunch" meals will be individually bagged. Avoid sharing of foods and utensils and buffet or family-style meals.

- ❖ Limit nonessential visitors, volunteers and activities involving other groups at the same time.
- ❖ Our staff will be providing before and after school extended care in cohorts.
- ❖ Students will be grouped to remain with their cohorts and not mix with other groups of students.

Holy Trinity School has developed plans to maximize space between seating and desks. Distance teacher and other staff desks at least six feet away from student desks. Additionally, individual tri-fold plexiglass desk shields have been installed in each classroom for each student and teacher in grades K-8.

5. Face Coverings

YES

5.A)Face Covering Section/Page

pgs. 5, 7-8

5.B) Face Covering Language

pg. 5: Face Coverings

- Cloth face coverings are most essential in settings where six feet of physical distancing cannot be maintained, especially when indoors, such as classrooms.
- HT has disposable masks available in the event a student or staff needs a replacement.

pgs. 7-8: Face Coverings

Following the guidelines from the California Department of Public Health Industry Guidance for Schools and Schools Based Programs, all students in grades 3 - 8 will be required to wear a face covering throughout the duration of the day, except during meal times and when outdoors if physical distancing can be maintained. Grades K-2 are strongly encouraged to wear a face covering. Face coverings must cover the nose and mouth.

Holy Trinity School will teach and reinforce the use of cloth face coverings. Students, staff, and visitors are required to wear a face covering when physical distancing is not practicable. HT will exempt students from wearing a face covering if they fall within the CDPH guidelines for individuals exempt. A clear face shield with drape coverings may be used in place of a face covering when it is necessary for a person's face to be visible during interactions. Individuals 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. At check-in students will be reminded to wear their face covering, avoiding touching their face covering and to wash their hands frequently. Staff will be training before the start of the school year on their requirements to wear a face covering and will remind students throughout the day on proper usage.

6. Cleaning and Disinfection

YES

6. A) Cleaning and Disinfecting Section/Page

pg. 8

6. B) Cleaning and Disinfecting Language

Holy Trinity School will use, and only provide for use, soap and water, and cleaning and disinfectant products approved for use against COVID-19, on the Environmental Protection Agency (EPA) "List N: Disinfectants for Use Against SARS-CoV-2" ("List N") labeled to be effective against emerging viral pathogens. Teachers will clean and disinfect frequently touched surfaces and objects, such as, but not limited to, desks, doorknobs, light switches, between use such as during recess and lunch breaks. A full disinfection protocol will take place when all of the students have gone home at the end of the day.

HT has adequate supplies on hand to support healthy hygiene behaviors, including soap, tissues, no-touch trash cans, face coverings and hand sanitizers with 60 percent ethyl alcohol for staff and children who can safely use hand sanitizer. HT has an adequate sanitation supply to regularly and continuously disinfect the school campus in accordance with CDPH guidance and to meet the high cleanliness standards prior to reopening and maintaining a high level during the school year. The disinfecting products are approved for use against COVID-19 on the Environmental Protection Agency (EPA) List N. Routine cleaning procedures will be reviewed and revised accordingly to include sanitization of classrooms on a daily basis at the end of each school day. Only properly trained staff should conduct the cleaning operations to be compliant with California state law. Under no circumstances will cleaning or disinfecting be assigned to students.

7. Entrance, Egress and Movement

YES

7. A) Entrance/Movement Section/Page

pgs. 8-10

7. B) Entrance/Movement Language

The following measures will be used to maximize the space between students during the day:

Various signage and floor markings will be used to remind and encourage students to practice and maintain safe and healthy practices:

- ❖ During daily symptom and temperature screening of students
- ❖ While students are entering campus and waiting for their first class to begin
- ❖ During meal periods
- ❖ During recess
- ❖ During passing periods
- ❖ Classrooms and other instructional spaces
- ❖ Restrooms
- ❖ While students are exiting the campus
- ❖ Before- and after-school extended care programs

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- ❖ Stagger arrival and departure locations as consistently as practicable as to minimize scheduling challenges for families
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➤ There will be three various locations of points of entry/exit. A staff member will be at each point to do a temperature and symptom check. Parents are encouraged to remain in their vehicles at designated drop off zones. Parents that need to escort their young children to their screening and during pickup will be required to wear a mask.

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- Put in place other protocols to limit direct contact with others as much as practicable

STABLE COHORTS

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- ❖ Students will remain in the same space and in groups as small and consistent as practicable throughout the duration of the school day.

- ❖ Keep the same students and teacher or staff with each group, to the greatest extent practicable.

- ❖ Our cohorts are smaller in size with an average of 14 students per cohort.

- ❖ Minimize movement of students, teachers or staff as much as practicable.

- ❖ Redesign activities for smaller groups and rearrange furniture and play spaces to maintain separation.

- ❖ Staff will teach and reinforce practices 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.

- ❖ Implement procedures for turning in assignments to minimize contact.

- ❖ Minimize congregate movement through hallways as much as practicable.

- ❖ Recess and lunch times will be staggered to minimize student mixing and avoid congestion

- ❖ Recess activities/stations will be in separated areas designated by class.

- ❖ Limit the use of common use areas such as dining areas and libraries, where practicable.

Alternatively, stagger use, properly space occupants and disinfect in between uses.

- ❖ Deliver pre-purchased "hot lunch" meals to classrooms or outdoors where practicable. All "hot lunch" meals will be individually bagged. Avoid sharing of foods and utensils and buffet or family-style meals.

- ❖ Limit nonessential visitors, volunteers and activities involving other groups at the same time.

- ❖ Our staff will be providing before and after school extended care in cohorts.

- ❖ Students will be grouped to remain with their cohorts and not mix with other groups of students.

Holy Trinity School has developed plans to maximize space between seating and desks. Distance teacher and other staff desks at least six feet away from student desks. Additionally, individual tri-fold plexiglass desk shields have been installed in each classroom for each student and teacher in grades K-8.

8. Health Screenings

YES

8. A) Health Screening Section/Page

pgs. 11-12

8. B) Health Screening Language

Holy Trinity School will implement daily temperature and symptom screening of all students, staff, and visitors prior to admitting them to the school campus. The plan includes the following elements:

- ❖ Actively encourage staff and students who are sick or who have recently had close contact with a person with COVID-19 to stay home.
 - ❖ The arrangement of cohort groups will make contact tracing easier.
 - ❖ Policies that encourage sick staff and students to stay at home without fear of reprisal, and ensure staff, students and students' families are aware of these policies.
 - ❖ Take temperature with a no-touch thermal scan thermometer.
 - ❖ Ask all individuals about COVID-19 symptoms within the last 24 hours and whether anyone in their home has had COVID-19 symptoms or a positive test.
 - ❖ Temperature checks must be conducted by school staff immediately before a student is admitted to the school campus
- Use county temperature and screening criteria maintained and updated by SDCOE in consultation with PHS
- ❖ Send home students and staff with fever, symptoms, or exposure to COVID-19 using the county criteria
 - ❖ Conduct visual wellness checks throughout the day to monitor staff and students throughout for signs of illness
 - ❖ If a student is exhibiting symptoms of COVID-19, staff will communicate with the parent/guardian and refer to the student's health history form and/or emergency card to identify if the student has a history of allergies, and if the symptoms are new/not typical
 - ❖ Make available and encourage use of hand-washing facilities or hand sanitizer immediately following screening
 - ❖ HT will document/track incidents of possible exposure and notify local health officials, staff, and families immediately of any positive case of COVID-19 while maintaining confidentiality, as required under FERPA and state law related to privacy of educational records
 - ❖ HT will maintain confidentiality to prevent discrimination against students who (or whose families) were or are diagnosed with COVID-19
 - ❖ HT 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.

8. C) Language for Symptomatic Students or Staff

Use the health room as an isolation room or area to separate anyone who exhibits symptoms of COVID-19.

- ❖ Any students or staff exhibiting symptoms should immediately be required to wear a face covering and be required to wait in the isolation area until they can be transported home or to a healthcare facility, as soon as practicable.
- ❖ Advise sick staff members and students not to return until they have met CDC criteria to discontinue home isolation, including 3

days with no fever, symptoms have improved and 10 days since symptoms first appeared.

❖ HT staff will arrange for safe transport home or to a healthcare facility, as appropriate, when an individual is exhibiting COVID-19 symptoms, and will contact 9-1-1 without delay for serious illness including persistent pain or pressure in the chest, confusion, or bluish lips or face. Updates and further details are available on CDC's webpage.

Close off areas used by any sick person and do not use before cleaning and disinfection. (To reduce risk of exposure, wait 24 hours before you clean and disinfect. If it is not possible to wait 24 hours, wait as long as practicable.

❖ Ensure a safe and correct application of disinfectants using personal protective equipment and ventilation recommended for cleaning. Keep disinfectant products away from students.

❖ Ensure that students, including students with disabilities, have access to instruction when out of class, as required by federal and state law.

❖ Provide students, teachers, and staff from higher transmission areas opportunities for telework, virtual learning, independent study and other options as feasible to reduce travel to schools in lower transmission areas and vice versa, if advised by PHS to do so.

9. Healthy Hygiene Practices

YES

9. A) Healthy Hygiene Section/Page

pgs. 6-8

9. B) Healthy Hygiene Language

Holy Trinity School will teach and reinforce washing hands, avoiding contact with one's eyes, nose, and mouth, and covering coughs and sneezes among students and staff. HT will also teach and remind students to:

❖ use tissue to wipe their nose and to cough/sneeze inside a tissue or their elbow

❖ wash their hands before and after eating; after coughing or sneezing; after being outside; and before and after using the restroom.

wash their hands for 20 seconds with soap, rubbing thoroughly after application, and use paper towels to dry hands thoroughly.

provide COVID-19 signage to encourage safe and healthy practices.

❖ use fragrance-free hand sanitizer when handwashing is not practicable.

Frequent Handwashing/Use of Hand Sanitizer

Holy Trinity School will ensure that staff and students wash their hands or use hand sanitizer frequently throughout the day. HT will:

❖ provide regular and frequent access to handwashing facilities such as bathrooms, mobile hand washing stations, and touchless hand sanitizer dispensers

❖ prevent congregations in bathrooms using signage and markings that encourage safe and healthy practices

❖ develop routines enabling students and staff to regularly wash their hands at staggered intervals, especially before and after recess and lunch, as well as anytime they use the restroom

❖ develop routines enabling students and staff to use hand sanitizer when necessary

Face Coverings

Following the guidelines from the California Department of Public Health Industry Guidance for Schools and Schools Based Programs, all students in grades 3 - 8 will be required to wear a face covering throughout the duration of the day, except during meal times and when outdoors if physical distancing can be maintained. Grades K-2 are strongly encouraged to wear a face covering. Face coverings must cover the nose and mouth.

Holy Trinity School will teach and reinforce the use of cloth face coverings. Students, staff, and visitors are required to wear a face covering when physical distancing is not practicable. HT will exempt students from wearing a face covering if they fall within the CDPH guidelines for individuals exempt. A clear face shield with drape coverings may be used in place of a face covering when it is necessary for a person's face to be visible during interactions. Individuals 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. At check-in students will be reminded to wear their face covering, avoiding touching their face covering and to wash their hands frequently. Staff will be training before the start of the school year on their requirements to wear a face covering and will remind students throughout the day on proper usage.

Sanitation Supplies

HT has adequate supplies on hand to support healthy hygiene behaviors, including soap, tissues, no-touch trash cans, face coverings and hand sanitizers with 60 percent ethyl alcohol for staff and children who can safely use hand sanitizer. HT has an adequate sanitation supply to regularly and continuously disinfect the school campus in accordance with CDPH guidance and to meet the high cleanliness standards prior to reopening and maintaining a high level during the school year. The disinfecting products are approved for use against COVID-19 on the Environmental Protection Agency (EPA) List N. Routine cleaning procedures will be reviewed and revised accordingly to include sanitization of classrooms on a daily basis at the end of each school day. Only properly trained staff should conduct the cleaning operations to be compliant with California state law. Under no circumstances will cleaning or disinfecting be assigned to students.

Personal Protective Equipment (PPE) Supply for School Employees
HT will provide and ensure staff use face coverings and all required protective equipment.

10. Identification and Tracing of Contacts

YES

10. A) Identification and Tracing Section/Page

pgs. 13-14

10. B) Identification and Tracing Language

Our Holy Trinity School Principal, Vice Principal, Administrative Assistant, and Receptionist will be the COVID-19 Response Team and will be responsible for responding to COVID-19 concerns. All faculty and staff have already been instructed to contact them should an issue arise. Our COVID-19 Response Team will document and track potential exposure, notify local health officials, and notify school families via email in a prompt and responsible manner.

11. Staff Training and Family Education

YES

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

pg. 11

11. B) Staff Training and Family Edu. Language

All Holy Trinity School staff and school families have received a digital copy of our School Reopening Plan, will receive COVID-19 resource materials, and students will be given instructions on all the necessary safe and healthy procedures to practice. In addition, the School Reopening Plan is available to review on our school website, as well as relevant resources and information regarding our response to COVID-19.

All faculty and staff will be trained by administration at the beginning of the school year and regularly at monthly staff and section-level meetings, and educational materials will be provided to families in the following safety actions:

- ❖ Enhanced sanitation practices
- ❖ Physical distancing guidelines and their importance
- ❖ Use of face coverings
- ❖ Screening practices
- ❖ COVID-19 specific symptom identification
- ❖ Proper use, removal and washing of cloth face coverings.
- ❖ To the greatest extent possible, training and education provided virtually. If an in-person option is provided physical distancing (6-feet) is maintained.

12. Testing of Students and Staff

YES

12. A) Testing Section/Page

pgs. 15-16

12. B) Testing Language

Holy Trinity School will ensure that students and staff who have symptoms of Coronavirus Disease 2019 or have been exposed to someone with Coronavirus Disease 2019 will be rapidly tested and these actions will be taken while waiting for test results:

1)

If a student or staff with COVID-19 symptoms (e.g., fever, cough, loss of taste or smell, difficulty breathing), these actions will be taken:

- Send home
- Recommend testing (if positive, see #3, if negative, see #4)
- School/classroom will remain open
- Communication: No action needed

2) If a student or staff has close contact with a confirmed COVID-19 case, these actions will be taken:

- Send home
- Quarantine for 14 days from last exposure
- Recommend testing (but will not shorten 14-day quarantine)
- School/classroom will remain open
- Communication: Consider school community notification of a known contact

3) If a student or staff is a confirmed COVID-19 case, these actions will be taken:

- Notify the local public health department
- Isolate case and exclude from school for 10 days from symptom onset or test date
- Identify contacts, quarantine and exclude exposed contacts (likely entire cohort) for

14 days after the last date the case was present at school while infectious

- Recommend testing of contacts, prioritize symptomatic contacts (but will not shorten 14-day quarantine)
 - Disinfection and cleaning of classroom and primary spaces where case spent significant time
 - School remains open
 - Communication: School community notification of a known case
- 4) If a student or staff tests negative after symptoms, these actions will be taken:
- May return to school 3 days after symptoms resolve
 - School/classroom will remain open
 - Communication: Consider school community notification if prior awareness of testing

12. C) Staff Tested Periodically Language

Students and staff with symptoms of COVID-19 will be encouraged to get a test through their health care provider or community testing site. There is not a program in place to allow for systematic testing at this time. However, 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

pg. 14

13.B) Triggers to Dist. Learning Language

In partnership with the Diocese of San Diego Office for Schools, Holy Trinity School will work the County of San Diego public health officials to determine triggers for switching to distance learning, such as providing for continuity of education when a student is absent due to COVID-19 like symptoms or exposure to someone who has tested positive for COVID-19, or during a school closure. HT will continue to follow the recommended measures outlined in the COVID-19 and Reopening In-Person Learning Framework for K-12 Schools In California, 2020-2021 School Year. A distance learning option will be provided to students and families who do not feel comfortable returning to in-person instruction. This option will be available regardless of the student's health conditions.

14. Communication Plans

YES

14. A) Communication Plans Section/Page

pg. 14-15

14. B) Communication Plans Language

Holy Trinity School will email all staff and families should an urgent update need to be communicated (such as potential exposure or school closure). HT will also continue posting relevant information on our school's website. All information communicated with staff,

school families, local public health officials and the community about cases and exposures at the school, will maintain confidentiality and remain consistent with privacy requirements such as FERPA (Family Educational Rights and Privacy Act) and HIPAA (Health Insurance Portability and Accountability Act).

HT will provide guidance to parents, teachers and staff through our email communication and various resources accessible on our school website, reminding them of the importance of community physical distancing measures while a school is closed, including discouraging students or staff from gathering elsewhere.

Superintendent Name

John Galvan

Job Title

Director of Schools

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