

# 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>

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## School Name

Sanderling Waldorf School

## District name

Private School

## Contact Name

Doug Reiss

## Contact Email

doug.reiss@sanderlingwaldorf.org

## Address

2585 Business Park Drive

## City

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**Zip Code**

92081

**Type**

Private School

**Grades to be Reopened**

1  
2  
3  
4  
5  
6  
K  
TK

**Number of Students in Reopening Grades**

125

**Number of Staff at Reopening Sites**

35

**Proposed Reopening Date**

09/09/20

**Labor Organization**

All members of our staff are represented on the school's Steering Committee. The Steering Committee, at its weekly meeting on July 20, 2020, unanimously voted to apply for the waiver for in-person instruction. A copy of the meeting minutes have been uploaded.

**Parent Organization**

The Sanderling Parent's Association leadership team has voted unanimously to support the request for the waiver with a letter of support. This letter has been \_\_\_\_\_

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## Community Organization

Sanderling Waldorf School is a nonprofit 501c3 organization and the Board of Directors has voted at its July meeting to unanimously support a request for the waiver. The Agenda of this meeting noting approval has been uploaded.

### 1. Published on Webpage

[www.sanderlingwaldorf.org/covid-19-reopening](http://www.sanderlingwaldorf.org/covid-19-reopening)

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

Elements: Page 2, #1; Template: Page 11, Section 1, #1.

#### 1.B) Webpage Language

The school's worksite-specific COVID-19 prevention plan based on a comprehensive risk assessment of all work areas and work tasks and including these 14 elements of the waiver for in-person instruction is located at:

<https://www.sanderlingwaldorf.org/covid-19-reopening>

## 2. Distance Learning

YES

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

Elements: Page 2, #2; Template: Page 4, Section 1, #4

### 2.B) Distance Learning Language

Sanderling offers a "Distance Learning" instructional program option. This program allows students with potential health risks and/or concerns to engage in remote instruction, under the direction of the Distance Learning Coordinator. The program is available to all students without regard to the health conditions of the student. See <http://www.sanderlingwaldorf.org/distance-learning>. The school also offers a Homeschool option for those uncertain about re-integrating into the in-person instructional program. See [www.sanderlingwaldorf.org/coastal-homeschool](http://www.sanderlingwaldorf.org/coastal-homeschool)

## 3. Physical Distancing

YES

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

Elements: Page 2, #3; Template: Page 20, Section 6, #27; Page 10, Section 6, #28

### 3. B) Physical Distancing Language

The following steps will be taken to ensure physical distancing is maintained throughout the school day.

- a. All walkways and hallways will be marked for direction and social distancing.
- b. All students in both indoor and outdoor class areas shall be spaced no less than 6 feet from each other and from the teacher. As far as possible, students shall be faced in the same direction to avoid face to face interactions.
- c. Hallways shall be marked at 6-foot intervals to encourage students to keep their distance when walking through hallways.
- d. Teachers will take precautions to keep at least 6 feet from students as far as is practicable.
- e. Students will leave assignments on their desks or the teacher's desk and not pass work from one student to another.
- f. The school bus will have seats identified for student use at no more than one seat per bench, alternating between window and aisle seats.

### 4. Stable Cohorts

YES

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

Elements: Page 2, #4; Template: Page 21, Section 28, #1

#### 4. B) Stable Cohorts Language

Student cohorts will remain together throughout the duration of the school day. The size of cohorts shall be no larger than ten students. Classes shall be divided into equal size groups to make the size of cohorts as small as possible. Students in cohorts shall not be allowed to mix with students in other cohorts both in classrooms and in outdoor settings, including lunch, recess, and leaving school. Pickup and drop off times will be staggered by cohorts or avoid unnecessary gatherings and contact.

### 5. Face Coverings

YES

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Elements: Page 2, #5; Template: Page 16, Sections 15 and 16

## 5.B) Face Covering Language

The school's plans regarding students' use of face coverings includes the following elements:

Face coverings are strongly encouraged for young children between 2 years old and second grade, if they can be worn properly. A face shield with drape is an acceptable alternative for children in this age cohort.

Persons younger than two years old, anyone who has trouble breathing, anyone who is unconscious or incapacitated, and anyone who is otherwise unable to remove the face covering without assistance are exempt from wearing a face covering.

A cloth face covering, or face shield should be removed for meals, snacks, naptime, or outdoor recreation, or when it needs to be replaced. When a cloth face covering is temporarily removed, it should be placed in a clean paper bag (marked with the student's name and date) until it needs to be put on again

Our school will exclude students from campus if they are not exempt from wearing a face covering under CDPH guidelines and who refuse to wear one provided by the school. Students who inadvertently fail to bring a face covering to school will be provided one for that day to prevent unnecessary exclusions. Students who are not exempt and still cannot or will not wear a face covering will be offered distance learning.

Upon entry into the school building, students will be checked to ensure they are wearing proper face coverings. Each entry point will have a supply of face coverings to issue children who may have forgotten to bring their own.

Students riding on the school bus must wear a face covering at all times while waiting to board the bus and while riding on the bus. The driver will have face coverings to provide students who forget or lose a mask.

All staff must use face coverings in accordance with CDPH guidelines unless Cal/OSHA standards require respiratory protection.

In limited situations where face coverings cannot be used for pedagogical or developmental reasons, (i.e. communicating or assisting young children or those with special needs) 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 must return to wearing a face covering outside of the classroom. For purposes of complying with this item, a face shield with a drape will be considered a face covering.

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use of hand sanitizer; examples are for staff who are screening others for symptoms or handling commonly touched items.

At check-in students will be reminded to wear their face covering, avoid touching their face covering and to wash their hands frequently. Staff will be trained before the start of school 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

Elements: Page 3, #6; Template: Pages 18 & 19, Sections 18 to 22

### 6. B) Cleaning and Disinfecting Language

All children and staff are required to bring their own water bottles for personal use. Personal water bottles can be refilled from water dispensers in the classrooms or kitchen areas by staff and in the front office by office staff. Teachers are responsible for ensuring water dispensers are wiped down with sanitation wipes after each use.

Staff should clean and disinfect frequently touched surfaces at school and on school buses at least daily and, as practicable, these surfaces should be cleaned and disinfected frequently throughout the day by trained custodial staff. Frequently touched surfaces in the school include, but are not limited to:

- Door handles
- Light switches
- Sink handles
- Bathroom surfaces
- Tables
- Student desks
- Chairs

Each teacher is responsible for either wiping down student's desks and chairs, etc. anytime the use of the room changes to other students or cohorts. Teachers may assign these tasks to responsible students in each class. Glove should be worn when disinfecting surfaces.

The school bus will be thoroughly cleaned and disinfected daily and after transporting any individual who is exhibiting symptoms of COVID-19. Drivers will be provided disinfectant wipes and disposable gloves to support disinfection of

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The school will use a botanical based sanitizer solution approved by the EPA for sanitation and disinfection. Each evening, the custodial staff will disinfect all rooms, surfaces and items left open in the room using an electrostatic sprayer. Staff using this equipment will be wearing appropriate PPE, including mask, face shield and gloves. All hand sanitizer distributed to classrooms will be EPA approved.

Ethyl alcohol-based hand sanitizers are preferred and should be used when there is the potential of unsupervised use by children. Isopropyl hand sanitizers are more toxic when ingested or absorbed in skin. The school will not use hand sanitizers that may contain methanol, which can be hazardous when ingested or absorbed.

## 7. Entrance, Egress and Movement

YES

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

Elements: Page 4, #7; Template: ;Page 20 & 22, Sections 27 & 29

### 7. B)Entrance/Movement Language

During arrival and departure:

On the school bus, maximize space between students and between students and the driver and open windows to the greatest extent practicable.

The school will minimize contact at school between students, staff, families, and the community at the beginning and end of the school day, and prioritize minimizing contact between adults at all times. To do so, we will take the following steps:

- Stagger arrival and drop off-times and locations as consistently as practicable as to minimize scheduling challenges for families.
- Designate routes for entry and exit, using as many entrances as feasible. Put in place other protocols to limit direct contact with others as much as practicable.
- Implement health screenings of students and staff upon arrival at school.
- Ensure each bus is equipped with extra unused face coverings on school buses for students who may have inadvertently failed to bring one.

Faculty and staff working in the first 2 hours of the morning, must time their arrivals to be at least ten minutes prior to student arrivals to allow time for screening upon entry. Screening for all staff includes temperature taking and health symptom screening questions. Faculty arriving after 10 am, must be screened at the front office before reporting for work.

Faculty should be in their class areas when students arrive to avoid contact with

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In non-classroom spaces:

Nonessential visitors, volunteers, and activities involving other groups at the same time will not be permitted without clearance from the COVID Working Group.

Whenever possible, teachers should arrange and coordinate with the front office the use of outdoor areas that may be free of other users to take their class outside.

Teachers should take care to minimize congregate movement through hallways as much as practicable

Lunch should be eaten within each cohort, either outdoors or in classrooms. Serve individually plated or bagged meals. Avoid sharing of foods and utensils and buffet or family-style meals.

Recess activities must be held in separated areas designated by cohort.

Only school staff shall be allowed in the building during school hours. Parents will meet their children in the parking lot and not in the building. N/K children will be escorted by parents to the door of their classroom. Parent escorting children must be wearing face coverings and keep physical distancing.

At pick up times, parents will text the school or teacher to let the school know they have arrived and are waiting in the parking lot. Students will be released by staff after receipt of texts. N/K children will be picked up at the classroom door by parents. Parents must maintain social distancing while waiting for pick up. Children's dismissal times may be by cohort.

Lunch

- Student lunches must be brought to school or picked up (prepackaged) from the food table before scheduled lunch breaks.
- Lunches will be eaten in student's classrooms either before or after the play period using a staggered schedule.
- Students will be organized by cohort for periods of outdoor play and recreation at lunchtime and recess. Student cohorts will stagger the use of playground equipment.

## 8. Health Screenings

YES

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

Elements: Page 5, #8; Template: Page 24, Section 36 and Appendix #2

### 8. B) Health Screening Language

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penalize staff or students for absences related to this injunction.

These policies will be presented at the parent orientation and be posted via SchoolCues to each family requiring a read receipt. They include:

- All staff who experience symptoms identified below, that have continued for 2 or more days or a fever of more than 100 degrees must inform the substitution hot line and not come to work until the symptoms have decreased for 3 days.
- Staff who have notified the school pursuant to #1 above must be tested with a negative result before returning to work.
- No sick days will be counted against an employee following the above policies, even if the test is negative.
- Students are required to stay home based on the COVID screening questions and shall not be held accountable for missed school work or negatively impacted in any school report. If an absence due to this section lasts for more than 5 days, distance learning may be requested.

Screening Procedures for Staff and Students upon entry:

The school shall be using the SchoolCues COVID screening app for parents to be able to respond to the screening questions identified below.

All staff and students are required to text their responses to health screening questions prior to arrival at school. Failure to text responses to the screening app shall be required to go through the school screening process before entry into the school premises.

If responses to health screening questions indicate exposure or symptoms related to COVID-19, the person's identification will be flagged for no entry and be asked to return home.

- Staff will have a temperature check upon entry and if higher than 99.0 will be asked to go home.
- Students and staff must remain at least 6 feet from one another when lining up for screening.
- Staff must enter through the main door at least ten minutes prior to the start of student drop off. Front Office Staff will do screening.

Temperature Scanning:

Parents will be encouraged to take and report a temperature on the COVID-19 screening app, prior to coming to school.

All Staff entering the school grounds will have their temperature taken and recorded. The two staff taking staff temperatures shall take each other's temperature prior to recording other staff.

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Parents will be asked to text through the SchoolCues app, the daily responses to the Symptom and Exposure Questions. Upon entry to the school, any student whose parent has not texted the answers to these questions will be isolated until the responses have been received.

Exposure Questions:

Has the student or anyone in the immediate household been exposed to someone diagnosed with COVID-19 in the past 5 days?

Symptom Questions

If your child has any of the following symptoms, that indicates a possible illness that may decrease the student's ability to learn and also put them at risk for spreading illness to others. Please check your child for these symptoms:

- Temperature of 100.4 degrees Fahrenheit or higher when taken by mouth
- Cough
- 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 of taste or smell

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

If responses to health screening questions indicate exposure or symptoms related to COVID-19, the person's identification will be flagged for no entry and be asked not to come to school or, if already at school, asked to return home.

Staff will have a temperature check upon entry and if higher than 99.0 will be asked to go home.

The isolation areas identified for this purpose are in order of availability and use are:

- a. The administrative office closest to the front door at the Shadowridge campus.
- b. The upstairs bedroom area of the house at Mays Hollow.
- c. The tutoring room near the Enrollment Director's office at Shadowridge
- d. The teacher's lounge near the west exit door at Shadowridge.

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**9. Health Hygiene Practices**

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## 9. A) Healthy Hygiene Section/Page

Elements: Page 6, #9; Template: Page 14 & 15, Section 2

## 9. B) Healthy Hygiene Language

The 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. The plans describe how the school will teach students and remind them to:

- Use a tissue to wipe their nose and to cough/sneeze inside a tissue or their elbow
- Wash their hands frequently throughout the day, 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.

The school will utilize posters from the CDC around the school and in each classroom.

Each teacher will remind students in every class, every day of the basic class rules related to washing hands, covering sneezes and coughs, and use of masks and not touching face.

The school will utilize portable hand washing stations on the field near the outdoor classrooms in addition to the bathroom and other sinks in the building. and near classrooms to minimize movement and congregations in bathrooms to the extent practicable.

Each class is assigned its specific handwashing station in the school or on the field. Monitors are assigned to ensure social distancing is maintained by those using the bathroom or handwashing stations.

Each class is assigned the time for its students to use the bathroom. The teacher or teaching assistant is responsible for monitoring the students during their time. Students are grouped into cohorts of no more than ten and use the facilities only with their cohort. Even when in cohorts, students are trained to maintain 6 feet distance between themselves and others.

The janitorial crews are responsible for ensuring sufficient supplies are available at each bathroom or handwashing station. The administrative staff has access to additional supplies if needed. Teachers are responsible for ensuring adequate sanitizing supplies are stocked in their rooms.

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YES

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

Elements: Page 8, #10; ;Appendix #4

### 10. B) Identification and Tracing Language

The Executive Director and the assigned front office staff member to implement contact tracing will take the John Hopkins/Bloomberg course on Contact Tracing. The contact tracing team will make recommendations to the COVID Working Group on any changes needed in the COVID-19 Prevention Plan to ensure the greater effectiveness of contact tracing.

The COVID-19 Working Group will make recommendations to the school administration on the best testing protocol to assist with infection control and better contact tracing.

Upon the discovery of a cluster (more than one case within the same class or cohort) of symptoms or positive test results, the contact tracing team will bring this to the immediate attention of the COVID Working Group to decide on possible school closure.

Any cluster of symptoms or positive test results shall be reported to the County Health Department within 2 hours of reporting this to the administration and Working Group

The school will follow the recommendations of the County Health Department as to quarantine or closure instructions.

The contact tracing team will notify all parents of students, or other staff members of any "close contact" (i.e. being within 6 feet of the subject for more than 15 minutes), and let them know the recommendations of the County Health Department.

### 11. Staff Training and Family Education

YES

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

Elements: Page 8, #11; Template: Page 13, Section 1d and Page 23, Section 8, #33

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

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www.sanderlingwaldorf.org/covid-19-reopening). This information has been provided to staff and staff representatives via email, post, and the school website. The school's plan to train and communicate with staff on the COVID-19 prevention plans is described below.

- Staff training from August 26, and 27,, 2020 via Zoom.
- Parent training on September 1st, 2nd, and 3rd via Zoom. Linguistic preferences will be met.

The school will train all staff and provide educational materials to families in the following safety actions:

- Enhanced sanitation practices
- Physical distancing guidelines and their importance
- Proper use, removal, and washing of face coverings
- Screening practices and the use of the screening app.
- 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 staff, COVID-19 specific symptom identification and when to seek medical attention
- The school's plan and procedures to follow when children or adults become sick at school.
- The school's plan and procedures to protect staff from COVID-19 illness.
- The school's closure or quarantining criteria.

## 12. Testing of Students and Staff

YES

### 12. A) Testing Section/Page

Elements: Page 9, #12; Template: Pages 27 & 28, Section 57

### 12. B) Testing Language

Student Testing:

Any student (or staff member) showing symptoms or indicating on screening questions that they have been recently exposed to someone with COVID-19 will be asked to have a PCR test for the virus completed within 3 days of the report. The school will provide a list of nearby testing sites.

~~While waiting for test results the student will not be allowed to return to school. The~~

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the virus, the student will be prohibited from attending school until the test results are received and negative.

## 12. C) Staff Tested Periodically Language

Staff Testing:

All school staff will be asked to complete testing within ten days of the start of school. Returning to participate in in-person instruction will be dependent on a negative test result being provided. Every 6 weeks, thereafter, staff will be asked to produce negative PCR test results or to show antibody test results that demonstrate the presence of COVID-19 antibodies.

## 13. Triggers for Switching to Distance Learning

YES

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

Elements: Page 13, #9; Template: Page 28 & 29, Section 58-59

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

When a student, teacher, or staff member tests positive for COVID-19 and had exposed others at the school, refer to the CDPH Framework for K-12 Schools, and implement the following steps:

- In consultation with the local public health department, the COVID Working Group or Executive Director, upon their recommendation, 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. (We are waiting for the County to provide the decision tree for these decisions)
- Close off the classroom or office where the patient was based and do not use these areas until after cleaning and disinfection. Wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, wait as long as possible.
- Additional areas of the school visited by the COVID-19 positive individual may also need to be closed temporarily for cleaning and disinfection.
- Notification of all affected individuals, who may miss more than 5 days of school, of their opportunity to participate in Distance Learning.

Implement communication plans for exposure at school and potential school closures to include outreach to students, parents, teachers, staff, and the community. This outreach will be both text and email through our school

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## 14. Communication Plans

YES

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

Elements: Page 10 #14; Template: Appendix #3, page 2

### 14. B) Communication Plans Language

Using the Urgent Message option in SchoolCues, send the predefined message that best fits the situation and address it to the group/class/cohort specifically affected.

- Symptoms identified
- Positive Test identified
- Quarantine to be implemented for cohort class, or school.
- Campus closure required and period of time.
- Notify all parents of any detection of a cluster of cases or multi-cohort exposure.

Use only the group affected to preserve the maximum privacy. The names of individuals will not be provided in any message.

### Superintendent Name

Doug Reiss

### Job Title

Executive Director

### Phone

858-837-2262

### E-mail

Doug.reiss@sanderlingwaldorf.org

### Attachments

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7 Attachments

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