

# 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**

The Cambridge School

**District name**

Private School

**Contact Name**

Jean Kim

**Contact Email**

[jkim@cambridgeclassical.org](mailto:jkim@cambridgeclassical.org)

**Address**

12855 Black Mountain Rd.

**City**

San Diego

**Zip Code**

92129

**Type**

Private School

**Grades to be Reopened**

1

2

3  
4  
5  
6  
K  
TK

**Number of Students in Reopening Grades**

217

**Number of Staff at Reopening Sites**

43

**Proposed Reopening Date**

08/26/20

**Labor Organization**

We surveyed Grammar School faculty and staff on August 6th and 93% of respondents said they were "comfortable" or "very comfortable" returning to campus for in-person instruction. 7% said they were neutral.

**Parent Organization**

We sent out a parent survey on July 23, 2020. Eighty-five percent (85%) of parents are "comfortable" to "very comfortable" with their students returning to campus for face to face instruction. Nine percent (9%) are in the "neutral" category. Just six percent (6%) of parents were "concerned" about a return to on-campus instruction.

**Community Organization**

Our Medical Advisory Committee at the school, which is composed of several doctors, nurses and school administrators, wrote a letter of support on behalf the school's plans to reopen, which is attached below. The most recent addition to our Medical Advisory Committee is a doctor who is an infectious disease specialist at Rady Children's Hospital and a professor of clinical pediatrics at UCSD. He has reviewed our reopening and prevention plans as well.

**1. Published on Webpage**

[www.cambridgeclassical.org](http://www.cambridgeclassical.org)

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

General Measures, p. 1

**1.B) Webpage Language**

A copy of the reopening plan and all supporting documents is posted on the school's COVID-19 Safe Reopening Plan webpage, which is located at [www.cambridgeclassical.org](http://www.cambridgeclassical.org)

## **2. Distance Learning**

YES

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

Continuity of Learning Plan, p. 8

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

Based on the feedback received from our grammar school family survey, the vast majority of families are comfortable returning to in-person learning. There are some families who are currently still uncomfortable with their children being on campus for school and therefore, we will be offering an online version of Grammar School.

## **3. Physical Distancing**

YES

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

Prevention Plan, p. 4, Implementing Distancing; Continuity of Learning Plan, p. 11.

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

From the Prevention Plan, p.4:

Implementing Distancing

13. How will The Cambridge School maintain 6 feet of space between students during the school day? If physical distancing is not practicable, what will be used to maximize space between students?

- a. During daily screening of students and employees, ground markings will be placed to indicate six feet of space.
- b. Three entrances will be made available to students upon arrival to campus with ground markings to indicate six feet of space.

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c. Students will remain in cohorted groups throughout the school day. Students will eat lunch in their classroom space or utilizing outdoor space as practicable to maintain a distance of six feet. Students who order Ki's Lunch will have prepackaged meals delivered to them by assigned personnel. Each grammar school class will be considered a cohort and will not mix with other cohorts during the school day in order to minimize risk not only of virus transmission, but also the quarantining of as few students as possible should there be any cases of COVID-19 in a particular class.

- i. No gathering on the playground before school; students will proceed directly to class with staggered start times. Afternoon dismissal will also have staggered ending

times.

- ii. The playground will be used by four classes at a time, in four separate sections, and classes will rotate through the sections periodically so that students will have access to all areas of play.
  - iii. Students will wash their hands before and after recess.
  - iv. Classroom aides will help disinfect playground equipment between usage and students.
  - v. Students will not be permitted to share classroom supplies.
  - vi. Classroom aides will deliver purchased lunches to the classrooms. Students may bring their own lunches. Students will either eat at their desks or at the outside lunch tables and follow a staggered schedule to prevent overcrowding.
  - vii. At least 6 feet of physical distance will separate the teacher from the students in the classroom. Students will have 3-6 feet of physical space between them while in the classroom and when eating lunch.
- d. Staggered passing times will be scheduled to minimize contact during passing periods when necessary. Ground markings will be in place to indicate six feet of space. Hallways will be configured to provide "one-way" directions to promote physical distancing.
- e. To reduce possibilities for transmission, students will remain in the same space and in cohorts as small and consistent as practicable, including for recess and lunch, as stated previously. Grammar School students will be in the same cohort with the same teacher. Furniture has been removed or rearranged to allow for six feet of space between seating and desks. Room design has been configured to minimize face-to-face contact. It is a requirement that teachers and other staff be six feet away from student desks. Plexiglass partitions will also be used where distancing is not practicable. Ground markings will be in place to indicate six feet of space. Teachers will implement procedures for turning in assignments that minimize contact with others. Repurposing other spaces such as the foyer, Great Hall, and outdoor areas will also be considered to allow for more space and greater opportunities for physical distancing

From the Continuity of Learning Plan, p. 11:

Physical distancing is another preventive measure in reducing the risk of transmission of the virus on the school campus:

- Staff will stay at least 6 feet from students and other people
- Students and staff will not gather in large groups (lunch, announcements, community life, and other oncampus moments will be reimagined to accommodate).
- Furniture and seating spaces will be rearranged to ensure appropriate distance between students
- Visual aids will be provided in lobbies, hallways, and stairwells to create one-way traffic flows on campus
- Communal supplies will be avoided whenever possible

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

YES

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

Prevention Plan, p. 5 section c; Continuity of Learning Plan, p. 7.

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

From Prevention Plan, p. 5:

Students will remain in cohorted groups throughout the school day.

Students will eat lunch in their classroom

space or utilizing outdoor space as practicable to maintain a

distance of six feet. Students who order Ki's

Lunch will have prepackaged meals delivered to them by assigned

personnel. Each grammar school class will

be considered a cohort and will not mix with other cohorts during the

school day in order to minimize risk not

only of virus transmission, but also the quarantining of as few

students as possible should there be any cases

of COVID-19 in a particular class.

i. No gathering on the playground before school; students will

proceed directly to class with staggered

start times. Afternoon dismissal will also have staggered ending

times.

ii. The playground will be used by four classes at a time, in four

separate sections, and classes will rotate

through the sections periodically so that students will have access

to all areas of play.

iii. Students will wash their hands before and after recess.

iv. Classroom aides will help disinfect playground equipment

between usage and students.

v. Students will not be permitted to share classroom supplies.

vi. Classroom aides will deliver purchased lunches to the

classrooms. Students may bring their own

lunches. Students will either eat at their desks or at the outside lunch

tables and follow a staggered

schedule to prevent overcrowding.

vii. At least 6 feet of physical distance will separate the teacher from

the students in the classroom. Students

will have 3-6 feet of physical space between them while in the

classroom and when eating lunch.

d. Staggered passing times will be scheduled to minimize contact

during passing periods when necessary.

Ground markings will be in place to indicate six feet of space.

Hallways will be configured to provide "one-way"

directions to promote physical distancing.

e. To reduce possibilities for transmission, students will remain in

the same space and in cohorts as small and

consistent as practicable, including for recess and lunch, as stated

previously. Grammar School students will

be in the same cohort with the same teacher. Furniture has been

removed or rearranged to allow for six feet of

space between seating and desks. Room design has been

configured to minimize face-to-face contact. It is a

requirement that teachers and other staff be six feet away from

student desks. Plexiglass partitions will also be

used where distancing is not practicable. Ground markings will be in

place to indicate six feet of space. Teachers

will implement procedures for turning in assignments that minimize

contact with others. Repurposing other

spaces such as the foyer, Great Hall, and outdoor areas will also be considered to allow for more space and greater opportunities for physical distancing.

f. Grammar School students on the second floor will use the restrooms on that floor; Grammar School students on the first floor will use the restrooms on that floor. Teachers will plan and coordinate restroom time for each class to minimize contact with other students.

g. Students will be dismissed by class cohort and dismissal times will be staggered to minimize contact.

From Continuity of Learning Plan, p. 7:

Mode III: Grammar School Cohorts and On-Campus Guidelines

- Each grammar school class will be considered a cohort and will not mix with other cohorts during the school day in order to minimize risk not only of virus transmission, but also the quarantining of as few students as possible should there be any cases of COVID-19 in a particular class.

- No gathering on the playground before school; students will proceed directly to class with staggered start times. Afternoon dismissal will also have staggered ending times.

- The playground will be used by four classes at a time, in four separate sections, and classes will rotate through the sections periodically so that students will have access to all areas of play.

- Students will wash their ha

## **5. Face Coverings**

YES

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

Prevention Plan, p. 2; Continuity of Learning Plan, p. 12

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

From Prevention Plan, p. 2-3:

Face covering policy on school campus.

a. What is The Cambridge School's face covering policy? COVID-19 is thought to be primarily spread through respiratory droplets. Evidence shows that face coverings help prevent the spread of COVID-19 and that the more people wearing face coverings, the better. There is a clearer understanding that pre-symptomatic and asymptomatic transmission of the virus is possible. It is difficult to tell who is infected and wearing a face covering protects those around you from transmission of the virus. Wearing a face covering, in addition to other prevention measures such as physical distancing and hand-washing, will be an important strategy to slow the spread of the virus.

The Cambridge School will be following the guidance for face coverings which are laid out in the document, CDPH COVID-19 Industry Guidance: Schools and School Based Programs.

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### Age Face Covering Requirement

Under 2 years old No

2 years old – 2nd grade Face coverings are strongly encouraged if they can be worn properly.

A face shield or a neck gaiter are acceptable alternatives for children in this

cohort who cannot wear a face covering properly.

3rd grade – 12th grade Yes, with exemptions for the following:

anyone who has trouble breathing,

anyone who is unconscious or incapacitated, and anyone who is otherwise

unable to remove the face covering without assistance.

b. Will the students be able to remove the face covering during the day? The Cambridge School will follow the

guidance in the document CDPH COVID-19 Industry Guidance:

Schools and School Based Programs. A cloth

face covering or face shield will be removed for meals, snacks, naptime, or outdoor recreation, or when it needs

to be replaced. Teachers will be provided with paper bags for

students to place face coverings in while they are

not being worn. The bag will be marked with the student's name and date.

c. Will my student be excluded from school without a face covering?

Students will be excluded from campus if

they are not exempt from wearing a face covering under the CDPH guidelines listed above.

d. Will The Cambridge School provide face coverings for students?

The Cambridge School will be providing one

cloth face covering for every enrolled student. Students are

encouraged to remember their face covering each

day. The Cambridge School will also provide one cloth face covering for employees.

e. How will The Cambridge School teach and reinforce the use of cloth face coverings, masks, or face shields?

The Cambridge School will have signs throughout the campus and will promote the consistent use of wearing

face coverings throughout the day. Educational messages will also be provided via virtual methods and to

classrooms as practicable.

f. What kind of face coverings are acceptable at school? Students

and employees may wear cotton face coverings

without any logos or statements (with the exception of a Cambridge face covering), neck gaiters, or disposable

masks. Face coverings that have a valve on the front of the mask are not allowed as they let exhaled air from

the wearer escape into the environment.

What PPE will The Cambridge School provide for faculty/staff to

protect employees? All employees who assist

with symptom screening will have access to hand sanitizer and will be provided with a surgical mask, gloves, and

a face shield. All faculty and staff will be provided with or have

access to a surgical mask and K95 mask to don if

they are in direct contact with a student who presents with COVID - 19 symptoms in the classroom.

From Continuity of Learning Plan, p. 12:

Age Face Covering Requirement

• 2 years old – 2nd grade Face coverings are strongly encouraged if they can be worn properly.

A face shield or a neck gaiter are both acceptable alternatives for children in

this cohort who are not able to properly wear a cloth face covering.

• 3rd grade – 6th grade Yes, with exemptions.

## **6. Cleaning and Disinfection**

YES

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

Prevention Plan, p. 3-4 and 6; Continuity of Learning Plan, p. 11.

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

From Prevention Plan, p. 3-4:

Intensify Cleaning, Disinfection, and Ventilation

10. Can students use drinking fountains at school? All drinking fountains have been disabled. The school has three (3) refrigerated drinking fountains that provide a push button activate spout and a hands free bottle filler.

Students, faculty, and staff will be able to use the hands-free bottle filler, but the push-button activated spout will be secured and covered to prevent usage.

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Age Face Covering Requirement

Faculty/Staff Yes. In limited situations where a 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. Faculty and staff

must return to wearing a face covering outside of the classroom.

11. How will the school clean and disinfect frequently touched surfaces throughout the day? The school has one full time day-porter and one maintenance department employee who will continuously monitor and clean areas

of concern, which include but are not limited to, external door knobs, drinking fountains, hand railings, restroom toilets, urinals, sinks, common area tables, microwaves, cabinet door handles, and copier surfaces.

After school hours, a complete cleaning crew will disinfect and sanitize all classrooms, restrooms, offices, and common areas.

12. How is The Cambridge School incorporating the following elements:

a. Choosing cleaning products approved for use against COVID-19 on the Environmental Protection Agency

(EPA)-approved list “N” and following product instructions. The Cambridge School allows only these products to be used for cleaning and disinfecting. The school maintains a SDS binder with all chemicals used on the campus.

b. Selecting disinfectant products on list “N” with asthma-safer ingredients (hydrogen peroxide, citric acid, or lactic acid) to reduce the risk of asthma related to disinfecting. The Cambridge School allows only those products on list “N” with asthma safer ingredients to be used.

c. Avoiding products that mix these ingredients with peroxyacetic (peracetic) acid, sodium hypochlorite (bleach) or quaternary ammonium compounds, which can cause asthma. The Cambridge School does not permit the use of products with these ingredients.

d. Using disinfectants labeled to be effective against emerging viral pathogens, following label directions for appropriate dilution rates and contact times. Providing employees training on manufacturer’s directions, on Cal/OSHA requirements for safe use and as required by the Healthy Schools Act, as applicable. School custodians are trained in the safe use of disinfectants. School staff are limited to using soap and water for routine cleaning. School staff are trained to use gloves when the use of a disinfectant is necessary. Students are not allowed to clean with disinfectants.

e. Equipping custodial staff, tasked with the responsibility of cleaning and disinfecting the school site, with proper protective equipment—including gloves, eye protection, respiratory protection and other appropriate protective equipment as required by the product instructions. All products must be kept out of children’s reach and stored in a space with restricted access. Custodial staff are provided with PPE specified as appropriate for the products they use. All disinfectants are kept out of the reach of children and stored securely.

f. Establishing a cleaning and disinfecting schedule in order to avoid both under- and over-use of cleaning products. The use of disinfectants is limited to nightly cleaning and application by trained staff. Soap and water are used for all other cleaning.

Limit Sharing

14. How will The Cambridge School limit the use of shared objects and equipment? Each student will provide his/

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

YES

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

Prevention Plan, p. 5; Continuity of Learning Plan, p. 6 and 9

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

From Prevention Plan, p. 5

Students will arrive by staggered time slots to allow time for morning screening, and will be dismissed also by staggered time slots to prevent overcrowding at pick up time. Students will be dismissed by class cohort and dismissal times will be staggered to minimize contact.

No gathering on the playground before school; students will proceed directly to classrooms after screening.

Staggered passing times will be scheduled to minimize contact during passing periods when necessary.

Ground markings will be in place to indicate six feet of space.

Hallways will be configured to provide "one-way" directions to promote physical distancing

From Continuity of Learning Plan, p. 6 and 9

No parents or visitors will be allowed on campus during Modes III and IV.

We will greatly miss your presence and involvement in our classrooms and on our campus,

but know that you share in our desire to provide the safest environment possible for all of our students and employees. We are grateful for your understanding and look forward to the day

when we can welcome our parent community back with open arms and unmasked smiles.

## **8. Health Screenings**

YES

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

Prevention Plan, p. 7-9; Continuity of Learning Plan, p. 13

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

From Prevention Plan, p. 7:

Check for Signs and Symptoms

16. How will The Cambridge School implement daily symptom and/or temperature screening of all students, staff, and visitors prior to admitting them into the building? All students, employees, and visitors will utilize the DrOwl application to assess for daily symptoms. Instructions on application set up and use will be sent to the entire school community.

a. The Cambridge School will 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 list of symptoms are taken from CDC COVID-19 Symptoms. The Cambridge School leadership, principals, and teachers will work with employees and students to allow them to stay home when sick without fear of reprisal. The Cambridge School will use the DrOwl screening application to ask all staff and students about COVID-19 symptoms within the last 24 hours, and whether anyone in their home has had COVID-19 symptoms or a

positive test:

- i. The Cambridge School will explain the DrOwl application to families and employees and direct them to download it and register, and email them the link to do so.
- ii. The Cambridge School will notify families and employees that they must complete a screening for each student before school each morning.
- iii. Passed screenings will be authorized to attend school that day. Students or employees who do not complete the screening prior to coming to school, will be asked to do so prior to entering the school campus. Students or employees who do not pass the screening will be directed to stay home, or to contact their healthcare provider, as appropriate. The student or employee will also be followed up by one of the Cambridge School nurses. A screening is not passed if the one being screened answers “yes” to any of the following symptoms:
  - fever • headache
  - cough • sore throat
  - shortness of breath or difficulty breathing • congestion or runny nose
  - chills • nausea or vomiting
  - repeated shaking with chills (rigors) • diarrhea
  - fatigue • new loss of taste or smell
  - muscle pain • a temperature of 100.0 or above
  - a person in their household is exhibiting these symptoms or has tested positive for COVID-19
- iv. The submitted screenings will be reviewed in real-time on a daily basis by either one or both of The Cambridge School nurses, with follow-up of failed screenings as appropriate.
- b. In addition to the DrOwl application symptoms screening, all employees will have their temperature taken with a no-touch thermometer before entering the building. Anyone with a temperature of 100.0 or higher will not be admitted. This practice is subject to change as more information is available.
- c. Immediately following screening, hand sanitizer will be provided for use before entering the building.
- d. In addition to the aforementioned screening, visual wellness checks will be conducted throughout the school day. Anyone appearing unwell will be screened further for the symptoms listed above.
- e. If, during the school day, a student exhibits any of the above symptoms, a school nurse will communicate with the student’s parents and review the student’s health history. This will help differentiate between a pre-existing chronic health condition and a new illness.

From Continuity of Learning Plan, p. 13:

#### Self-Screening at Home

The Cambridge School will be utilizing an application-based screening tool called DrOwl to perform daily at-home temperature and symptom assessments. The method will record the information and generate an “admission ticket” that will be reviewed when students arrive at school. This will be required for any student or employee to enter campus. The

school may practice additional health screening measures at other times of the school day, including temperature and symptom checks. More information about the use and setup of this application will be sent to all families and employees. More than ever, it is important for families and employees

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

From Prevention Plan, p. 8-9:

Plan for When a Staff Member, Child or Visitor Becomes Sick  
20. How will the Cambridge School respond when a student, staff member, or visitor becomes sick during school hours?

a. An individual who develops any of the following symptoms will immediately be masked (if not already wearing one), and sent to the designated isolation room (room 112):

- fever • headache
- cough • sore throat
- shortness of breath or difficulty breathing • congestion or runny nose
- chills • nausea or vomiting
- repeated shaking with chills (rigors) • diarrhea
- fatigue • new loss of taste or smell
- muscle pain • a temperature of 100.0 or above

b. If a teacher observes one or more of these symptoms in a student:

- The teacher will mask the student (if not already masked) and accompany the student to room 112.
- Notify the school nurse at ext. 402.
- Teachers will be provided a KN95 mask to don if this situation occurs in the classroom.
- The school nurse will don a KN95 mask, a gown, gloves, and a face shield, and meet the student in room 112 for further assessment. Employees exhibiting these symptoms will be instructed to wait for the nurse in room 112.

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i. The nurse will send the student or staff member either home, or to a healthcare facility, as deemed appropriate after further assessment. Parents will be contacted to pick up their child.

ii. Employees and students will be advised not to return to campus until they have met CDC criteria for discontinuing home isolation.

iii. If a student or staff member is exhibiting signs of serious illness, such as persistent pain or pressure in the chest, confusion, or bluish lips or face, 911 will be called without delay.

c. Facilities will be notified of the illness and the affected rooms, and those areas used by the sick person will be closed off. After 24 hours, the room(s) will be cleaned and disinfected. Disinfectants will be used in a safe manner according to product instructions, including the use of PPE and appropriate ventilation. Disinfectants will be kept in the maintenance supply room, away from students. For those students that must remain at home due to isolation, quarantine, or symptoms of illness, Cambridge

will provide access to distance learning.

From Continuity of Learning Plan, p. 14:

#### Illness at School

The current guidance from COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs recommends consulting with local health departments if routine testing is being considered by a local educational agency. The role of providing routine systematic testing of staff or students for COVID-19 (e.g., PCR swab testing for acute infection, or presence of antibodies in serum after infection) is currently unclear. The current guidance from Framework for K-12 Schools in California 2020-2021 School Year states that schools shall test staff periodically, as testing capacity permits and as practicable. The Cambridge School is awaiting a testing tier guideline that is to be released by the San Diego County regarding employee and student testing considerations.

Monitoring illness by implementing screening and reporting is essential to our ability to mitigate, contain, and respond to the possible spread of COVID-19 at The Cambridge School. If a student falls ill at school, the student will be escorted to the designated isolation room. If the student is not already wearing a face covering, one will be provided. The nurse will assess the student's symptoms and contact the family for pick-up. It is important for the school to know if anyone who comes to campus has tested positive for COVID-19, resides with someone who has tested positive for COVID-19, and/or has come in direct contact within a 14-day period with someone who has tested positive for COVID-19. Tracking diagnosed cases within our community allows us to better understand health conditions on our campus and mitigate the spread of infection. If a family or employee need

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

YES

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

Prevention Plan, p. 2; Continuity of Learning Plan, p. 12-13

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

From Prevention Plan, p. 2:

How will The Cambridge School ensure that staff and students wash their hands or use hand sanitizer frequently throughout the day? Students and faculty/staff will be provided hand sanitizer or the opportunity to wash their hands as they arrive on campus and prior to leaving the school campus. Handwashing or using hand sanitizer will also be done throughout the day based on necessity and activities. The Cambridge School has installed portable hand-washing stations in common areas of the school. Sinks in the classroom and bathrooms will also be available. Classrooms will develop routines to wash hands at staggered intervals to prevent congregation and physical distancing reminders will be placed on the ground.

From Continuity of Learning Plan, p. 12-13:

#### Hygiene

Reinforced through training and with signs posted throughout campus, hygiene practices (coughing/sneezing etiquette, handwashing, wiping down tables, chairs, and equipment) will be promoted consistently throughout the day.

- Students, faculty, and staff will be asked to use hand sanitizer provided by the school upon entering and exiting buildings on campus, and when entering and exiting classrooms.
- Students, faculty, and staff will be required to wash hands after using the restroom, before and after lunch, after partaking in any outside activities, and upon entering any building.
- Our contracted cleaning company will deep clean spaces after school hours, and wipe down door handles and hard surfaces during the day.
- Faculty and staff will prioritize regular cleaning practices for desks, equipment, writing utensils, and other classroom materials.

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- Physical education equipment will be disinfected between each use.
- Handwashing stations are positioned around campus; hand sanitizer will be available throughout campus.
- Built-in water fountains will not be usable, but bottle-filling stations on campus will be available for clean use and operation.

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

YES

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

Prevention Plan, p. 9-12; Continuity of Learning Plan, p. 13

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

From Prevention Plan, p. 9-12:

##### Maintain Healthy Operations

21. The school has plans that describe the following:

a. How will The Cambridge School monitor faculty/staff absenteeism and have a roster of trained back-up staff?

The Cambridge School leadership will communicate with teachers and department chairs and have a roster of substitute teachers available to call as needed.

b. How will The Cambridge School monitor the types of illnesses and symptoms among students and staff to help isolate them promptly? The Cambridge School will utilize the DrOwl application as described above, as well as the school health management system to monitor illness and symptoms.

c. Who will be the liaison responsible for responding to COVID-19 concerns? The Cambridge school nurses will

be assigned as the liaisons for responding to COVID-19 concerns. The nurses will coordinate documentation and tracking of possible exposures. The nurses will collaborate with public health and school leadership in community notifications of positive cases and/or possible exposure in the school environment.

d. Who should I contact at The Cambridge School if I need to report symptoms? The school nurses will be the primary point of contact for illness concerns. It will be important for the school to have knowledge of the COVID-19 status of anyone in our student, faculty, or family community. Please work with our school by sharing information and following all of our protocols regarding illness. More than ever, it is important for families and employees to follow school guidelines for staying home when they are ill. Everyone must commit to supporting The Cambridge School's health, wellness, and safety protocols and must agree to stay at home when they are not feeling well, have COVID-like symptoms, or have potentially been exposed. Anyone who tests positive for COVID-19 should notify the school immediately and coordinate their return to campus with the school nurses, following CDC, state, and county recommendations.

e. Public health guidelines, and thus our stay-at-home policies, may change over time. We will provide the most up-to-date information to our community at [www.cambridgeclassical.org](http://www.cambridgeclassical.org). The Cambridge School recognizes the sensitivity of any and all health information, particularly with respect to any diagnosis or symptoms related to COVID-19. To the extent we are not otherwise required to disclose health information related to COVID-19,

The Cambridge School will keep all such information confidential.

f. This year it is particularly important that all students and employees receive the annual influenza vaccination.

By getting the influenza vaccine, students and employees are less likely to miss school due to COVID-19

isolation or quarantine, since it will be difficult to discern if the respiratory symptoms are from influenza or

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COVID-19. We can protect each other and prevent overwhelming the healthcare system by getting an influenza vaccination. More information can be found at 2020-2021 Influenza Season.

g. If employees or students are traveling internationally, The Cambridge School will be following CDC guidance and requiring a 14-day quarantine, found here at [Returning from International Travel](#).

h. The school nurses will collaborate with local health officials to notify staff and all families immediately of any positive case of COVID-19 while maintaining confidentiality as required by state and federal laws.

Considerations for Partial or Total Closures

22. What actions will be taken if a Cambridge student or employee presents with COVID-19 symptoms, has close contact with a confirmed case, or has a confirmed COVID-19 infection? The Cambridge School will follow the

CDPH Framework for K-12 Schools in California. This information is subject to change and will be updated accordingly.

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CDPH Framework for K-12 Schools in California

(t) A contact is defined as a person

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

YES

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

Prevention Plan, p. 2 and 6; Continuity of Learning Plan, p. 13

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

From Prevention Plan, p. 2 and 6:

How will The Cambridge School teach and reinforce health and safety topics to students and faculty/staff?

The Cambridge School will provide education prior to returning to campus for employees, students, and families.

A virtual training session will be required for all employees, students, and families prior to returning to campus.

Topics covered are outlined in section 15. The Cambridge School will continue to provide ongoing and consistent education to the school community. Videos, graphics, and other educational materials from federal, state, and local resources will be shared on the school website for all employees and families. The school nurses will provide education to students in the classroom when on campus instruction and activities are allowed. Mitigation efforts will be enforced each day by all faculty and staff on campus. Teachers and teacher aides will provide reminders to students during the school day.

p. 6

Train All Staff and Educate Families

15. As described in section five above, all Cambridge School employees and families will be provided education on COVID-19 and the Cambridge school prevention plan:

a. Cambridge School staff and families will undergo a COVID-specific training session, presented by the school nurses. The topics covered will include:

i. Enhanced school and classroom sanitation practices

ii. Physical distancing guidelines and their importance

iii. Proper use, removal, and washing of face coverings

iv. Symptom and temperature screening practices

v. How COVID-19 is spread

vi. COVID-19 symptom identification

vii. Preventing the spread of COVID-19 if they are sick, including the importance of not coming to work

if they have symptoms, or if they or someone they live with has been diagnosed with COVID-19.

viii. COVID-19 specific symptom identification and when to seek medical attention

- ix. The Cambridge School's plan and procedure to follow when staff or students become sick at school (see #20 below)
- x. The Cambridge School's plan and procedure to protect employees from COVID-19 illness
  - b. Cambridge School families will be given the same education as staff, with the exception of employee-specific information. The school's comprehensive plan will be provided to them at [www.cambridgeclassical.org](http://www.cambridgeclassical.org).

From Continuity of Learning Plan, p. 13:  
The Cambridge School will provide education prior to returning to campus for employees, students, and families. A virtual training session will be required for all employees, students, and families prior to returning to campus. The Cambridge School will continue to provide ongoing and consistent education to the school community. Videos, graphics, and other educational materials from federal, state, and local resources will be shared on the school website for all employees and families. The school nurses will provide education to students in the classroom when on campus instruction and activities are allowed. Mitigation efforts will be enforced each day by all faculty and staff on campus. Teachers and teacher aides will provide reminders to students during the school day.

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

YES

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

Prevention Plan, p. 10-12; Continuity of Learning Plan, p. 14.

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

From Prevention Plan, p. 10-12:  
What actions will be taken if a Cambridge student or employee presents with COVID-19 symptoms, has close contact with a confirmed case, or has a confirmed COVID-19 infection? The Cambridge School will follow the CDPH Framework for K-12 Schools in California. This information is subject to change and will be updated accordingly. If a student or staff person has symptoms of COVID-19 or has been exposed to someone with COVID-19, they will be referred to their health care provider or community testing site for rapid testing of COVID-19. The school nurse will provide written instructions regarding isolation and quarantine while they wait for test results."

CDPH Framework for K-12 Schools in California  
(†) A contact is defined as a person who is <6 feet from a case for >15 minutes. In some school situations, it may be difficult to determine whether individuals have met this criterion and an entire cohort, classroom, or other group may need to be considered exposed, particularly if people have spent

time together indoors.

( $\dagger\dagger$ ) A cohort is a stable group with fixed membership that stays together for all courses and activities (e.g., lunch, recess, etc.) and avoids contact with other persons or cohorts.

The Cambridge School COVID-19 Prevention Plan

11

Student or Faculty/Staff Actions Communication

1) Presents with

COVID-19 Symptoms

(e.g., fever, cough, loss of taste or smell, difficulty breathing)

Symptom Screening:

Per CA School Sector

Specific Guidelines

2) Has close contact ( $\dagger$ )

with a confirmed

COVID-19 case

3) Presents with

confirmed COVID-19

case infection

4) Tests negative for

COVID-19 after

symptoms

- Send home

- Recommend testing:

if positive, see #3, if negative, see #4

- School and classroom remain open

- Send home:

quarantine for 14 days from last exposure

- Recommend testing:

results will not shorten 14-day quarantine

- School and classroom remain open

- Notify the local public health department

- Isolate case and exclude from school for 10 days

from symptom onset or test date

- Identify contacts ( $\dagger$ ), quarantine and exclude

exposed contacts (likely entire cohort ( $\dagger\dagger$ )) for

14 days after the last date the case was present

at school while infectious

- Recommend testing of contacts, prioritize

symptomatic contacts:

results will not shorten 14-day quarantine

- Disinfection and cleaning of classroom and

primary spaces where case spent significant time

- School remains open

- May return to school 3 days after symptoms

resolve

- School and classroom remain open

No action needed

Consider school

community notification

of a known contact

School community

notification of a known

contact

Consider school community

notification if prior awareness

of testing

In consultation with the San Diego County Health Department, The Cambridge School leadership may decide whether school closure versus cleaning and quarantining 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.

b. The classroom or office where the patient was based will be closed off and not used until cleaning and disinfection has taken place. If feasible, facilities will wait at least 24 hours before cleaning and disinfecting.

c. Additio

From Continuity of Learning Plan, p. 14:

It is important for the school to know if anyone who comes to campus has tested positive for COVID-19, resides with someone who has tested positive for COVID-19, and/or has come in direct contact within a 14-day period with someone who has tested positive for COVID-19. Tracking diagnosed cases within our community allows us to better understand health conditions on our campus and mitigate the spread of infection. If a family or employee needs to report such information, please contact the school and speak to one of the school nurses. The nurses will coordinate your return to campus based on current public health guidelines

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

From Prevention Plan, p. 13:

Will The Cambridge School conduct testing for all employees and students? The current guidance from COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs recommends consulting with local health departments if routine testing is being considered by a local educational agency. The role of providing routine systematic testing of staff or students for COVID-19 (e.g., PCR swab testing for acute infection, or presence of antibodies in serum after infection) is currently unclear. The current guidance from Framework for K-12 Schools in California 2020-2021 School Year states that schools shall test staff periodically, as testing capacity permits and as practicable. The Cambridge School is awaiting a testing tier guideline that is to be released by the San Diego County regarding employee and student testing considerations.

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

YES

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

Prevention Plan, p. 12 ; Continuity of Learning, p. 8

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

From Prevention Plan, p. 12:

What is the criteria for closing The Cambridge School? If a closure is needed due to increased cases of COVID-19 infection within the school community, The Cambridge School will follow the CDPH Framework for K-12 Schools in California.

From Continuity of Learning Plan, p. 8:

Distance learning will happen when there is a high rate of virus transmission in the San Diego area and in-person learning is prohibited (as is presently the case), and/or if we have detected the presence of the virus on our campus

### **14. Communication Plans**

YES

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

Prevention Plan, p. 13 ; Continuity of Learning Plan, p. 13

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

From Prevention Plan, p. 13:

How will the school communicate with students, employees, and parents about cases and exposures at the school, consistent with privacy requirements such as FERPA (Family Educational Rights and Privacy Act) and HIPAA (Health Insurance Portability and Accountability Act)?

a. Anyone who tests positive for COVID-19 should notify the school immediately and coordinate their return to campus with the school nurses—in following with CDC, state, and county recommendations.

b. The Cambridge School recognizes the sensitivity of any and all health-related information, particularly with respect to any diagnosis or symptoms related to COVID-19.

c. To the extent we are not otherwise required to disclose health information related to COVID-19, The Cambridge School will keep all such information strictly confidential.

d. Monitoring illness by implementing screening and reporting is essential to our ability to mitigate, contain, and respond to the possible spread of COVID-19 at The Cambridge School. It is important for the school to know if anyone who comes to campus has tested positive for COVID-19, resides with someone who has tested positive for COVID-19, and/or has come in direct contact within a 14-day period with someone who has tested positive for COVID-19.

i. Tracking diagnosed cases within our community allows us to better understand health conditions on our campus and mitigate the spread of infection.

ii. If a family or employee needs to report such information, please contact the school and speak to one of the school nurses. The nurses will coordinate your return to campus based on current public health guidelines.

- e. All employees and families (parents/students) will be required to sign a COVID-19 addendum that will be included in the respective 2020-2021 handbooks and will outline communication steps that will be taken when there is a positive case or potential exposure within the school community.
- f. The Cambridge School will also utilize notification templates that are forthcoming from the county to assist in notification efforts.
- i. If an employee is determined to have a positive diagnostic test for COVID-19, a general letter will be sent to the school community as well as a specific letter to any potential close contacts.
- ii. If a student is determined to have a positive diagnostic test for COVID-19, a letter will be sent to the specific classroom and to any other potential close contacts.
- iii. The school nurses and administration team will collaborate with county public health whenever there is an identified positive case in the school community.

From Continuity of Learning Plan, p. 13:  
Communication and Coordination

All employees and families (parents/students) will be required to sign a COVID-19 addendum that will be included in the respective 2020-2021 handbooks and will outline communication steps that will be taken when there is a positive case or potential exposure within the school community.

- The Cambridge School will also utilize notification templates that are forthcoming from the county to assist in notification efforts. If an employee is determined to have a positive diagnostic test for COVID-19, a general letter will be sent to the school community as well as a specific letter to any potential close contacts. If a student is determined to have a positive diagnostic test for COVID-19, a letter will be sent to the specific classroom and to any other potential close contacts.
- The school nurses and administration team will collaborate with county public health whenever there is an identified positive case in the school community.
- Public health guidelines, and thus our stay-at-home policies, may change over time.

The school website will provide the most up-to-date information to our community.

- Anyone who tests positive for COVID-19 should notify the school immediately and coordinate their return to campus with the school nurses—in following with CDC, state, and county recommendation

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