



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 Koonings Center

District name

Private School

District School(s) Name**Contact Name**

Steven Mayo

Contact Email

newbridgeschool@me.com

Address

12271 Oak Knoll Road

City

Poway

Zip Code

92064

Type

Private School

Grades to be Reopened

4
5
6

Number of Students in Reopening Grades

9

Number of Staff at Reopening Sites

35 (Combined with NewBridge School)

Proposed Reopening Date

08/29/20

Labor Organization

Faculty and Staff we consulted via multiple emails and surveys, including but not limited to the following dates: 3/11, 3/13, 3/16, 4/6, 4/20, 5/5, 5/29, 8/9. Results: of 35 faculty/staff, two individuals expressed health concerns related to returning to campus and were set up to work remotely. All faculty who choose to work remotely have that opportunity, and many will be assigned to work remotely.

Parent Organization

Parents were consulted via multiple emails and surveys, including but not limited to the following dates: 3/13, 3/16, 4/27, 5/2, 5/20, 8/9. Results: of 9 students enrolled in our summer program, 3 opted to remain in our Remote Learning program; 6 students opted / remained enrolled in our On-Site summer program. Of 6 K-6 families enrolled for Fall 2020, 3 families have chosen to remain in our Remote Learning program, and 3 have opted for On-Site learning.

Community Organization

Meetings with San Diego County Office of Education, SELPA Directors and NPS directors 4/22, 5/6; emails with PUSD SELPA Director 3/27, 3/30, 6/2, 6/24. Results: County and SELPA directors reviewed and approved our initial Distance Learning program, and confirmed our Return to Campus plan for Summer 2020.

1. Published on Webpage

<http://thenewbridgeschool.com/covid-19/>

1.A) Webpage Section/Page

2

1.B) Webpage Language

Our COVID-19 Return to Campus Protocol is published on our website.

2. Distance Learning

YES

2.A) Distance Learning Section/Page

6

2.B) Distance Learning Language

Families who for any reason are not prepared to be on campus this fall are encouraged to enroll in our Remote Learning program. These students will be assigned a teacher who will supervise their program just as though they were on campus, including regularly scheduled zoom meetings and other activities. Instruction will include a combination of appropriate independent work, group/team/collaborative work (project-based learning), and teacher consultation time. Direct instruction may be whole class, small group, or independent, as determined by the teacher and Team Leader. Remote Learning schedules will be equal to On-Site schedules, with breaks for lunch/PE and recess/nutrition break.

3. Physical Distancing

YES

3. A) Physical Distance Section/Page

6

3. B) Physical Distancing Language

The entire campus has been reconfigured, including classrooms, offices, restrooms and outdoor spaces to provide for social distancing. Classroom assignments are limited to the number of desks that can be placed a minimum of 6 feet apart and allow for safe and efficient movement. Schedules, including arrival, departure and all outside-the-classroom activities (recess, nutrition break, lunch, PE) have been structured so as to minimize the number of individuals in any given space at any given time in order to ensure social distancing (ie: only one cohort is at recess at a time, only one cohort is at PE at a time, etc.)

4. Stable Cohorts

YES

4. A) Stable Section/Page

6

4. B) Stable Cohorts Language

All individuals on campus are assigned to a cohort (small group of students and faculty/staff), ranging from 4-6 individuals. Each cohort has one teacher for instruction and one teacher for outdoor activities (arrival/departure, break, lunch, PE, art). Individuals (students, faculty, staff) will engage exclusively with other individuals within their cohort, with the possible exceptions of their respective administrator and the temperature-check table.

5. Face Coverings

YES

5.A) Face Covering Section/Page

6-7

5.B) Face Covering Language

Per CA Dept. of Public Health Industry Guidance for Schools and School Based Programs, all staff and students are required to wear face masks (N-95 respirators and surgical masks are not permitted) on campus until further notice. Faculty may wear face masks with a clear window if desired. Faculty may wear face shields in addition to a facial covering, but it may not be a replacement for a face mask. Students should wear a face mask with elastics that go a) behind the ears or b) around the head. We do NOT recommend face coverings that need to be tied, as this may require faculty support which would break the social distancing guidelines. Students must write their name on the face mask so it is not accidentally transferred to another student. Students may remove their masks when outside the classroom as long as they maintain six feet distance from any other individual. The school maintains a substantial supply of face masks in case a student forgets his/hers, loses it, theirs becomes dirty, etc.

Faculty and Staff will wear masks at all times while on campus. The only exception is the "Faculty/Staff Lounge" set up outside, with tables/chairs set 6 feet apart. Faculty/Staff are required to wipe down all touchable surfaces (table top and edges, including under side, chair back and seat, including underside) before and after each use. Students are required to wear masks while indoors and any time they are in proximity (closer than 6 feet) to any other individual. Students do not have to wear their masks while seated at the outdoor tables provided they are at least six feet from another individual, whether or not the other individual is wearing a mask. If students are having a hard time wearing their masks, the teacher can take the class outside; if they are hot or distracted, they can move indoors. Both spaces provide for assigned seating, so only one individual ever sits at one desk/table/chair.

6. Cleaning and Disinfection

YES

6. A) Cleaning and Disinfecting Section/Page

7

6. B) Cleaning and Disinfecting Language

All indoor and outdoor touchable surfaces, including but not limited to desks, tables, chairs, light switches, door handles, hand rails, and door jams, are disinfected hourly while faculty/staff and students are on campus. Restroom surfaces, including but not limited to door handles, light switches, faucet and toilet handles, and toilet paper / paper towel dispensers are disinfected after each use. As many high-touch surfaces and items as possible have been removed (staplers, shared pens/pencils, highlighters, scissors, etc.), and have been replaced with individual sets of items that are used by one individual only. Each set, or kit, is labeled with the user's name, and may only be used by that individual. Any items that may need to be shared (eg: large three hole punch, for teacher use only) are stored in front of the main office, where they can be monitored, and teachers reminded to disinfect the item both before and after each use. PE and other outside equipment is disinfected after each class period, and no items will be used by more than one student. The entire campus, inside and out, is cleaned and disinfected at the end of each school day. EPA List N disinfectants are used in all situations described above.

7. Entrance, Egress and Movement

YES

7. A) Entrance/Movement Section/Page

7-8

7. B)Entrance/Movement Language

Students, faculty and staff are required to maintain 6 foot distance at all times, and are reminded of this with appropriate signage throughout campus. The only exceptions include situation where a single adult within a student's cohort must engage in close proximity for safety or instructional purposes, and in these cases masks must be worn by both individuals. Students arrive and depart at designated times in order to minimize the number of individuals in the drop-off / pick-up zones. Parents and other drivers are not allowed out of their vehicles, and no other individuals are allowed on campus during instructional hours (no visitors, no observations, no admissions tours, etc.). Classrooms all open directly to the outdoors, so there are no hallways, and students are not allowed to line up outside restrooms. Any location where lines are required (temperature table) has clearly indicated spots for standing, 6 feet apart, and additional staff are assigned to maintain social distancing. Individuals are not allowed in the office, being blocked by a table, and supported by the office assistant, observing 6 feet social distancing. Buses and other school district transportation will follow protocols established and maintained by the respective school district.

8. Health Screenings

YES

8. A) Health Screening Section/Page

8

8. B) Health Screening Language

8. Health Screenings for Students and Staff: The school(s) plans describe how students and staff will be screened for symptoms of Coronavirus Disease 2019 and how ill students or staff will be separated from others and sent home immediately. All individuals (faculty, staff, students) will have their temperature taken each time they come on campus. Anyone who looks or feels unwell, or who has a temperature above 100° F will be asked to return home. All individuals (faculty, staff, families) will respond to a safety questionnaire, including questions about symptomology (including but not limited to cough, shortness of breath, headache, fever, chills, muscle or body aches fatigue, sore throat, congestion or runny nose, new loss of taste or smell, nausea or vomiting, diarrhea), recent travel history, and potential contact with anyone infected with coronavirus within 24 hours of the start of the fall session.

8. C) Language for Symptomatic Students or Staff

Should a student present with symptoms of potential flu, cold or other illness, faculty / staff will quietly notify the office via Hangout, and the office will take over the next steps. The student will be quietly moved to a separate room while parents are contacted for immediate pickup. The student will remain in a separate room, monitored from outside that room, but the office staff.

Should a faculty / staff member present with symptoms of potential flu, cold or other illness, he/she will immediately notify the administration, will be immediately substituted, and will immediately depart campus. In all cases where an individual leaves campus with symptoms of flu, cold or other illness, a doctor's note clearing the individual is required prior to returning to campus.

9. Healthy Hygiene Practices

YES

9. A) Healthy Hygiene Section/Page

8

9. B) Healthy Hygiene Language

Hand washing stations, complete with touchless soap dispensers, are located in each restroom and at the outside sink. Touchless hand sanitizers are located throughout campus, including the temperature table, the front office, each classroom, PE station, each outdoor class space, the copy room. Signage encouraging / reminding individuals of appropriate hand washing and sanitizing routines are posted throughout campus. All individuals will sanitize their hands upon entering and exiting campus, each time they enter and/or exit a classroom or office, each time they remove their mask or touch their face. Teachers will sanitize their hands before and after approaching a student (closer than 6 feet). All individuals will

wash their hands before and after eating, and each time they enter and/or exit their restroom.

10. Identification and Tracing of Contacts

YES

10. A) Identification and Tracing Section/Page

8-9

10. B) Identification and Tracing Language

Steven Mayo (newbridgeschool@me.com) is the designated liaison between the school and all outside entities, such as the local health department, and is in charge of all contact tracing, should there be a confirmed case of COVID either on campus or off, within our school community. A list is maintained and continuously updated, including lists of cohort members, lists of carpools and students arriving via school district transportation, and a voluntary list of individuals connected to the school who have contact outside the school campus (ie: we ask parents and faculty to keep us abreast of social interactions between individuals of different cohorts that take place outside of school). Should a confirmed case of COVID present amongst our community, Mr. Mayo will immediately contact all individuals known to have had contact with that individual, will document that communication and pursue any additional contact leads, and will immediately share that information with the local county health department. Mr. Mayo may be contacted at newbridgeschool@me.com.

11. Staff Training and Family Education

YES

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

9

11. B) Staff Training and Family Edu. Language

Faculty and staff have created and maintain a bank of training videos regarding important topics including but not limited to Basic Information Regarding COVID (Safety, Signs and Symptoms), How to Safely Put On / Take Off a Mask, What to Expect When Entering Campus. These videos are presented and discussed with each faculty / staff member and parent prior to the start of the fall session, and as a class, regardless of whether On-Campus or Remote.

12. Testing of Students and Staff

YES

12. A) Testing Section/Page

9

12. B) Testing Language

Any individual (faculty/staff/student) who has been exposed, or is suspected to have been exposed, to COVID is required to be tested by their primary health care provider or community testing site, and to provide a copy of that test to the administration. Same individuals are required to quarantine for 14 days, or until a negative test result indicates that they have not contracted the disease. A doctor's note clearing them to return to campus is required prior to entering campus.

12. C) Staff Tested Periodically Language

The entire school community is encouraged to share any COVID test data with the school so that we may voluntarily monitor our school population for asymptomatic infections (ie: if you or someone in your family is tested, please share that data with the school). At this time there is no requirement that individuals be tested, but faculty and staff are strongly encouraged to be tested and to share those results with the administration.

13. Triggers for Switching to Distance Learning

YES

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

9-10

13.B) Triggers to Dist. Learning Language

Should any single member of the school community have a positive diagnosis of COVID-19, the entire school community (parents, faculty/staff, school districts/SELPAs) as well as the County Department of Health and Human Services will immediately be alerted. All students in that cohort will be required to quarantine for 14 days and present a doctor's note prior to readmission to campus. Should a second member of the school community test positive for COVID-19, the entire school community (parents, faculty/staff, school districts/SELPAs) as well as the County Department of Health and Human Services will be alerted, and the entire school will close as quickly as safely and practically possible, and will follow the guidance of the County health department.

14. Communication Plans

YES

14. A) Communication Plans Section/Page

10

14. B) Communication Plans Language

All communications regarding individuals or small groups of individuals will comply with FERPA and HIPAA requirements, specifically, no confidential or personally identifiable information will be shared. Communication will be specific enough to facilitate the understanding of essential safety information (ie: "A faculty member teaching remotely..."), but not specific enough to compromise an individual's rights to privacy (ie: Ms. Smith..." or "the front office assistant...").

Superintendent Name

Steven Mayo

Job Title

Director

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Attachments

1 Attachment