

Monica Ros School
Application for Waiver to Reopen School
8-21-2020

This application waiver has been published on our school website www.monicaros.org

I. Consultation

Monica Ros School has consulted with the following groups:

Labor Organization Name of Organization(s) and Date(s) Consulted:

Our teachers are not organized under a labor union. We met through zoom and in person to discuss reopening on the following dates: July 20, July 27, August 3\

Parent and Community Organizations Name of Organization(s) and Date(s) Consulted:

Back to School Committee composed of parents, teachers, and board members met 3 times: May 26, 2020, July 23, 2020, August 4, 2020.

Parent Zoom meetings August 10 and 12, 2020. Parents have received many emails through our school communication app Parent Square. We've given information about masks, coughing protocol, social distancing, staying home when sick and hand washing.

Entire Community

We consulted with the entire community through Ojai's East End Neighborhood Association (EENA). EENA is an emergency preparedness and response organization which also provides opportunities for social events and to spread news which affects Ojai's east end. Meeting set for

If no labor organization represents staff at the school, please describe the process for consultation with school staff:

We met together discussing the safety of reopening. We made time for concerns to be discussed and had health care professionals available so the staff could ask questions. We assured the staff that if they were not ready to return, we would make a place for them when they were ready to return.

II. Elementary School Reopening Plans

Please confirm that elementary school reopening plan(s) addressing the following, consistent with guidance from the California Department of Public Health and the local health department, have been published on the website of the local educational agency (or equivalent):

Cleaning and Disinfection: How shared surfaces will be regularly cleaned and disinfected and how use of shared items will be minimized.

Cleaning and Disinfecting:

We have increased our custodial schedule and purchased an electrostatic sprayer. Classrooms, playground areas and bathrooms will be disinfected every day after school and before use by each pod of students for shared spaces. We have an hourly schedule to clean all the bathrooms, even though there will not be a mixed pod use. Disinfectant sprayers are also available for use on the playground.

The faculty bathrooms are cleaned after each use by the using faculty member. We have gloves, disinfectant spray and wipes available for their use.

In the classroom, teachers will be wiping off surfaces, light switches, classroom sinks hourly. The cleaning staff will disinfect the entire campus and playground every day after school.

The staff understands that surfaces must be wiped off first to make sure that the virus is not protected under surface dirt.

Shared Materials:

Each student will have a labeled bucket of classroom materials and supplies for their sole use: work books, writing and drawing implements, reading books, scissors, rulers, flash cards, math manipulatives, etc. Items shared in class, like iPads will be kept to a minimum and they will be cleaned and disinfected before each use by the teacher.

Cohorting: How students will be kept in small, stable, groups with fixed membership that stay together for all activities (e.g., instruction, lunch, recess) and minimize/avoid contact with other groups or individuals who are not part of the cohort.

Group Size:

Usually, we have only one classroom for each grade. Now, each grade is split into two cohorts. Our cohort size is 8 to 10. We have one group of 12 for the third grade cohort. Each cohort has its own classroom space. The cohorts change spaces once per day so that students have equal access to science equipment. The cleaning schedule provides for disinfection of the classroom between uses with our electromagnetic sprayer.

Avoiding Contact:

Grade school cohorts schedules are planned so that they do not mingle or cross paths with other pods. Each pod has inside and outside classroom space available to them and Each pod has a bathroom contiguous to their classroom space for their exclusive use. Pods will not mix at any time during the day.

Entrance, Egress, and Movement Within the School: How movement of students, staff, and parents will be managed to avoid close contact and/or mixing of cohorts.

Social Distancing: Most of our arrivals and departures from school take place from a car drive through area. Our pedestrian parents are being asked to socially distance and are monitored as they enter the parking lot. Staff is in the parking lot supervising drop off and pick up and making sure that cohorts do not cross, that parents social distance from anyone not a household member, and that students coming onto campus apply hand sanitizer before they

enter. Markers are in place to guide the 6 feet distancing and signs are prominently displayed advising about health practices.

Staff: Staff arrives at school between 7:30 and 8 and go to their area of service.

Parents: Parents are not allowed onto the campus.

Students: Pods will arrive through two school gates and each pod arrives during a 10 minute staggered time period with 5 minutes between each pod's scheduled arrival time. Pod members who are late, arrive at school through a third gate near the office that will keep them off the path of other pods. They will wait here until they can go to class without crossing paths with a pod other than their own.

During School Day: Recess and lunch periods are staggered so they will not mix on the picnic ground or playground (both will be disinfected between uses). This is when pods will change classrooms (the classrooms are disinfected during recess).

Dismissal: Pods are dismissed at staggered times to two of the school gates:

After School Care: Pod membership will be maintained during after school care. Staggered arrival times and the use of two supervised will prevent mixing.

Face Coverings and Other Essential Protective Gear: How CDPH's face covering requirements will be satisfied and enforced.

Over the summer, we asked our parents to help their students practice wearing masks.

Everyone entering campus will wear a cloth mask. We have face shields available for everyone who wishes to wear one. Students enter campus with a face mask. We will instruct students during the first day of school (and beyond when needed) that we wear the masks to keep each other safe and how to properly remove the face covering and to wash hands after taking it off or putting it back on. We will work with parents and the family physician if a student has a difficult time wearing a mask. We will treat this situation and all situations in a calm, affectionate and non-threatening manner.

Health Screenings for Students and Staff: How students and staff will be screened for symptoms of COVID-19 and how ill students or staff will be separated from others and sent home immediately.

Health Screenings: We are using Kinsa Thermometers and the Kinsa App. All our staff and families have received an oral Kinsa digital thermometer. **Students and staff** will report their temperature and health screening daily before their arrival at school through the app. Upon arrival at school, the parent will show us the app's green check mark on their phone letting us know that the health screening and temperature check took place at home. We are also able to take temperatures with a non-touch thermometer and ask health screening questions at school for those families who have forgotten. Staff are sharing their healthy check mark upon arrival at school.

Ill students and staff will be sent home immediately. Teachers may leave directly from their classroom after calling the office to send a substitute. Any of the administrative staff will be available to substitute for the rest of the day. Students who are waiting to be picked up by their parents will wait in a closed office with a full glass door inside the administrative office. If they

need company, depending on age or condition, the director, Susan Hardenbergh, will stay with them.

Healthy Hygiene Practices: The availability of handwashing stations and hand sanitizer, and how their use will be promoted and incorporated into routines.

Sink availability: Each classroom has a sink in the classroom or very close by.

Promoting and Incorporating Hand Washing into Routines: Students will be asked to apply hand sanitizer as they enter campus and to wash hands for at least 20 seconds every time they enter their classroom, cough or sneeze, touch their mask, before and after eating, and before leaving the room. When washing hands in a group setting, such as after playing and before eating during lunch recess, we have established routines that allow the students to wet hands, rub hands with soap for a timed 20 seconds and then rinse hands at a sink all while socially distancing so that hand washing can be closely monitored.

Identification and Tracing of Contacts: Actions that staff will take when there is a confirmed case.

Susan Hardenbergh and Suzanne Feldman are the designated staff to take action when there is a confirmed coronavirus case. We will maintain lists of exposed students and staff to the local public health department and notify exposed persons. We will take the contact tracing training as soon as it becomes available to us. [Susan Hardenbergh shardenbergh@monicaros.org](mailto:shardenbergh@monicaros.org) (also on the cover) is the designated person to receive information from Ventura County Public Health.

We will be able to trace contacts at school by referring to our cohort membership and teacher contacts and administrative contacts. Staff and students who have been exposed may return to school in accordance with the CDC guidelines-0see below and our school reopening document that is attached hereto. .

Physical Distancing: How space and routines will be arranged to allow for physical distancing of students and staff.

Classroom space is large enough for our cohorts to maintain 6 feet of physical distancing between desks. We also have several outdoor areas to use as classrooms. Our schedules prevent groups from passing each other. Our school buildings all open to the outside. We don't have any indoor corridors. There are two vestibules on campus, but only one cohort will be using each one. We have markers set at six feet apart at all areas where school age cohorts line-up and where parents wait in the parking lot if they have chosen to walk. We have set up an outdoor break room for teachers allowing them to be further apart.

Staff Training and Family Education: How staff will be trained and families will be educated on the application and enforcement of the plan.

Back to School Committee: composed of parents, teachers, and board members met 3 times: May 26, 2020, July 23, 2020, August 4, 2020.

Staff Training: Our staff has been educated over the course of the summer during Zoom meetings in which we discussed the CDC guidelines and CDPH COVID-19 INDUSTRY

GUIDANCE: Schools and School Based Programs and we will continue during our weekly meetings. Many of our staff members worked during summer camp and received instruction then.

Our staff attended a COVID training explaining the ways that COVID is spread and the impact of droplets both in the air and on surfaces. We discussed the ways that masks, face shields and gloves can keep us safe by keeping the virus away from our eyes, nose and mouth where the virus can enter and make us sick. Gloves can be effective to prevent the virus from traveling by our touch as long as we don't touch our face or an infected surface with the gloves on. Still, there are activities where gloves can be helpful protection like serving food or putting away library books. We discussed the way that masks prevent our own respiratory droplets from traveling to other people and what healthy practices and operations the CDC recommends.

We discussed how the Kinsa thermometers are used, that they are helpful making sure that staff and student families are able to follow the health screenings and be reminded of each COVID symptom everyday when they use the app.

We informed our staff that sick children will be isolated in the office building in an office that has a glass door from which the rest of the office is easily seen. We discussed how to instruct children to keep their masks on, sneeze into their elbows or a tissue, wash hands after sneezing, help them learn how to socially distance.

Family Education: Zoom meetings August 10 and 12, 2020. Parents have received many emails through our school communication app Parent Square. We've given information about masks, coughing protocol, social distancing, staying home when sick and hand washing. We have been educating our parents through the Parent Square App, We have had town halls on Zoom. Our orientation will take place before we return to campus one family at a time so that we can give direct instruction about entering and exiting school and about the Kinsa thermometer and health screening. Our preschool students returned to campus in this manner and it has worked smoothly.

We have talked to parents about the COVID protocols we will use at school, why temperature and health screenings are so important, and how to assess risk. With their participation in the kinsa app we will be able to understand if we have a symptom spike, and if there is a symptom spike in the area. They have been informed about washing hands, masks, social distancing, keeping away from gatherings. Our parents have been asked to stay at home when they are sick, not attend gatherings, not travel and, also, to consider that sports practices, neighborhood play, visitors, family reunions are higher risk activities. We have explained to our parents why the pod system keeps students safe at school and asked them to consider leaving students to stay at school.

We have also discussed why negative testing helps us move forward with our plans and how positive testing allows us to know where the virus is concentrated and which pods are at risk. We have shared with parents and faculty all the information from the CDC, the State of California and Ventura County regarding not only COVID but also about how to prepare for the return to school.

We have been sharing CDC and State of California and Ventura County Public Health Information steadily.

Testing of Students and Staff: How school officials will ensure that students and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Describe how staff will be tested periodically to detect asymptomatic infections.

Students: Our parents have agreed that the students will remain home until the 14 day quarantine period or the student has negative test results if the student or any household member has been through an airport, taken part in a large group meeting, been exposed to someone who has tested positive to COVID-19. Our parents have agreed to have children who have virus symptoms tested as soon as possible and to self-isolate until they have a negative test result or quarantine for 14 days if they have a positive test result. They will return to school following CDC guidelines.

Staff: The Thacher School has agreed to rapid test our staff when they are experiencing any COVID-19 symptoms.

Triggers for Switching to Distance Learning: The criteria the superintendent will use to determine when to physically close the school and prohibit in-person instruction.

If a pod member tests positive, the pod and every teacher or other adult that has been in the pod will stay home and self-isolate until they are allowed to return, either by test result or the passage of time. If 5% of our school population test positive, we will close school for one week and then allow those who have tested negative return to school keeping in mind that the testing should wait a few days for the virus to gain enough replication for recognition. We will follow the CDC School Decision Tree by being aware of our local community spread and making decisions accordingly.

Communication Plans: How the superintendent will communicate with students, staff, and parents about cases and exposures at the school, consistent with privacy requirements such as FERPA and HIPAA.

Members of the school community will be apprised of positive tests only insofar as they have occurred, but not naming any names. When a positive test has been reported, the pod will be dismissed for testing and the school notified that a positive test has been reported. Everyone will be treated kindly and no repercussions will attend a positive test result. We will follow all the reporting guidelines we will learn about in the training.

Any questions can be directed to: Susan Hrdenbergh shardenbergh@moniaros.org 805 646 8184 or 805 746 5398