



**Revised Reopening Plan  
3/22/21**

**Overview:**

We are committed to the goal of safely pursuing the highest quality Waldorf education possible in these times. Due to the health conditions of the pandemic, how we do this has changed over the course of this year, and we have built our protocols, schedule and school calendar on the principles that will meet this goal and accommodate these changes. Learning from home was formed with the highest standards for an age appropriate Waldorf education guided by our experienced teachers who know the children and their craft. On-campus activities have been in full accordance with all state and county guidelines and regulations for safety, and we will continue to adjust as these change. These guidelines do recognize that a school will follow protocols as much as is reasonable in the context of the education of children and young people (see the SCOE Sonoma County Roadmap to Safe Reopening, Executive Summary and the COVID-19 and Reopening In-Person Instruction Framework & Public Health Guidance for K-12 Schools in California, 2020-2021 School Year). In addition to following all California Department of Public Health (CDPH), Center for Disease Control (CDC), Sonoma County Office of Education (SCOE), and County Health Department guidelines, we are adding more safety measures: our plan has been to have class outside to further decrease risk of transmission. We created stable groups outdoors with desks spaced so children are six feet apart, exceeding the minimum requirement of three feet apart. We also blocked our schedule and created 9 days of distance time between each block (see below).

**Schedule, Stable Groups, Cohorts and Quarantine Periods Grades 1-12 (See ECE below):**

To maximize health standards and create smooth transitions, our school schedule has all the subjects blocked, including regular, departmental, and elective classes for Grades 1-12. This is to reduce to a minimum the number of teachers working with a class for a four week period of time to create a stable group of each class. After four weeks we have either a week of vacation—like Thanksgiving week or Winter break—creating a quarantine period so that teachers start the new block with a new class/cohort with the minimum risk of increasing possible exposures.

In November 2020 SWSF was granted a school waiver permitting in-person instruction to resume for Grades 1-6. Each grade constitutes a stable group, defined as a group with a fixed membership that stays together without mixing with any other groups for any

activities. The size of a stable group is determined by the number of people who can have class together while being a minimum of three feet apart. We will use the class as the stable group structure and exceed the three feet requirement and provide six feet whenever possible. Population density of an indoor room is defined in the same way: the number of people who can be in it and three feet apart.

The waiver allowed us to offer in-person support for students in G7-12 when they were organized by grades into small, stable cohorts. A Cohort is defined as a group of students who are meeting for targeted support in addition to distance learning. A cohort has a maximum of 16 individuals (students and staff).

On March 14 Sonoma County entered the less restrictive Red Tier and schools were allowed to open for all grades, thus allowing Grades 7-12 to be on-campus in using the stable group model as well.

#### **Physical Distancing:**

We are pursuing outdoor learning because it is much safer than indoors, and have identified a dedicated outdoor classroom space for each stable group. Outdoors means tents with no sides. Each class has a separate space outside for lunch and recess. We will remind students that for now, we may not shake hands or hug one another.

Faculty and staff who have the ability to work remotely do so. Those working on-site are predominantly in separate offices or classrooms. Employees wear face coverings at all times, unless they are alone in an office. The Faculty room is used infrequently by a limited number of individuals. It is not used as a lunch room. Faculty and staff meetings are conducted virtually or take place outside with participants at least six feet apart. All parent meetings are virtual.

#### **Face Coverings and Other Essential Protective Gear:**

We follow all current requirements for [face coverings](#). Well fitting face coverings must be at least 2-ply with no valves. Students wear masks while they are in any movement and not seated at their distanced desks. When all students are seated at desks that are six feet apart and outside, we will allow them to take masks off. When it is not possible to have desks six feet apart, students will be required to wear their mask at all times. Masks are available on campus in case a student forgets or loses their mask. Students who are not willing to wear a mask at the times that are required will not be permitted on campus, if they do not have an exemption on file.

Persons exempted from wearing a face covering due to a medical condition should wear a non-restrictive alternative, such as a face shield with a drape on the bottom

edge, as long as their condition permits it. An exemption must be on file with the Registrar.

**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.**

We have staggered start and end times, and parents drop off and pick up from their cars, except for Early Childhood children who are walked to separate gates by parents. We use five different drop off areas and different paths to classrooms assigned by grade to increase distancing. Parents are asked to leave campus right after they have dropped off or picked up their child(ren). We keep the number of non-essential visitors on the campus as low as possible for the safety of all. We have a large campus with plenty of rooms for classes to accommodate proper distancing.

Signs are posted in highly visible locations (e.g., school entrances, restrooms) that promote everyday protective measures and healthy hygiene (such as by properly washing hands and properly wearing a cloth face covering). Plexiglass shields have been mounted in the main school offices to add a level of protection.

**Cleaning and Disinfection:**

Bathrooms are being professionally cleaned and disinfected after each school day, and cleaning materials are available for cleaning after use. Shared surfaces such as tables/counters, supplies, technologies and door handles will be cleaned regularly. If a “case” has been identified, the spaces where the case spent a large proportion of their time will be disinfected (using approved cleaning materials). Extra supplies were ordered so all children have their own of the majority, if not all, items. Student groups wash their hands before and after using shared tools or playground equipment.

**Health Screenings for Students and Staff:**

We check faculty, staff and student temperatures with no touch thermometers and screen for visual signs of illness at the beginning of each day. Faculty and staff are tested weekly for COVID-19 by Curative, exceeding the recommendation of 25% per week or as these guidelines change.

In addition to on campus temperature checks, parents are asked to complete an assessment of their household member’s well-being every day before coming to school. We request that employees and students (and their households) who are sick, have a temperature of 100°F, or who have recently been in close contact (<6 ft. from a case for >15 within a 24-hour period ) with a person with COVID-19 stay home without fear of reprisal. Parents and staff continue to report the reason for absences on a daily basis. We also ask that parents, staff & faculty self-report illness. Any student, parent, caregiver or

staff showing [symptoms](#) of COVID-19 will leave campus or will be picked up by a parent immediately. We will ask for immediate testing. Any student who passes the morning health checks but develops symptoms during the school day will be separated from other students in the designated isolation area near the office and guardians will be called to pick up the student immediately. Symptoms can include: fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea. We also ask that all families follow the State and County after-travel guidelines (whichever is the more conservative approach) if they have traveled domestically or internationally for any length of time, before returning to school. If symptomatic, faculty, staff and children will stay home for at least 10 days or until they have tested negative or have a doctor's written release and at least 3 days (72 hours) have passed since recovery (defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath)). Anyone who has been exposed to or has symptoms of COVID-19 will be required to meet these requirements. As the spread of the COVID-19 virus remains in constant flux, we are becoming increasingly mindful that our movements and actions impact our community.

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

We have rented additional porta potties and sinks to have less traffic in all bathrooms. Hand sanitizer (ethanol based 70% denatured hand sanitizer) is available in all offices and areas of instruction. Additionally, all classrooms have their own sinks, and teachers will incorporate regular [hand washing](#) into the schedule of the day including before and after eating or recess. Teachers will instruct and support students in other [healthy hygiene practices](#) such as avoiding contact with one's eyes, nose, and mouth; and covering coughs and sneezes. Each stable group has a dedicated bathroom, used by one student at a time, and which is cleaned professionally every day after school. As much as we can, we will dedicate all our bathroom facilities to as few people as possible. All classrooms will be disinfected professionally before they are used for on-campus learning and again, if there is a case in the class while at school.

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

Six staff members have completed the COVID-19 Contact Tracing online course offered by John Hopkins University and are prepared to conduct contact tracing as needed should the Public Health Nurse not be available to lead those efforts.

We will make every effort to communicate regularly with the Public Health Nurse and the County Health Department to work through their existing protocols, as

needed, identifying whether quarantine of impacted students and staff is necessary.

If we are notified that a student, faculty or staff member tests positive for COVID-19, and they are on campus, we will immediately isolate the case and exclude them from school for a minimum of 10 days from the test date, or from the onset of symptoms. Our COVID-19 point of contact, Michelle Bovard, will initiate a list of the potential close contacts. A close contact is defined as a person who is less than 6 feet from a case for more than 15 minutes within a 24-hour period. This may include an entire stable group or cohort. Michelle will communicate the possible exposure to teacher(s), staff, parent(s), guardian(s), and caregiver(s) of a case. Michelle will immediately notify the Public Health Department Disease Control Nurse. Close contacts will be notified, advised to stay home/quarantine for 14 days since last exposure, and to consult with their healthcare provider for evaluation and determination if testing is recommended. The case will be contacted to help make a list of any additional potential close contacts, to help identify a support network and plan to ensure that the case will be able to self-isolate. Close contacts will be excluded for 14 days after the last date the case was present at school while infectious. Exposed areas, such as a classroom and primary spaces where the case spent significant time, will be closed off for up to 24 hours. The area will be disinfected by the cleaning company that we have contracted with.

Our stable groups are all by class, so class list and schedule make it simple for us to report for contact tracing. These lists are kept by our registrar and updated regularly. In addition we keep attendance daily.

Any student exhibiting COVID-19 symptoms at school will immediately be required to wear a face mask covering if they were in an activity that allowed it to be removed. The student will be removed from their stable group and will wait in the well-ventilated isolation area in the main office until they can be transported home (immediately by a parent) or to a healthcare facility depending on the severity of their symptoms. Testing will be recommended.

#### **Staff Training and Family Education:**

Faculty, staff and parents receive regular written and verbal communication outlining our illness and COVID-19 related protocols and guidelines. These includes reminders to conduct a daily household wellness check and what symptoms to look for; instructions to stay home, and for how long, if they, or a member of their household,; 1) are experiencing any COVID-19 symptoms, 2) have recently had close contact with a person who has tested positive for COVID-19, or 3) have tested positive for COVID-19 symptoms; testing resources and guidelines; and travel considerations and after-travel

guidelines. Our point of contact, Michelle Bovard, is available to answer any questions faculty, staff, parents and students may have about any COVID-related protocols or scenarios.

We are making it possible for employees and students who are sick or who have recently had close contact with a person with COVID-19 to stay home, including when a member of a student's household has been sick with COVID-19. We are revising and extending our illness policies to require sick employees and students to stay at home without fear of reprisal, and will continue to communicate with employees, students, and students' families to be aware of these policies.

#### **Testing of Students and Staff:**

Faculty and staff are tested weekly for COVID-19 by Curative, exceeding the recommendation of 25% per week. If symptomatic, faculty, staff and children will stay home for 10 days or until they have tested negative or have a doctor's written release and at least 3 days (72 hours) have passed since recovery (defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath)). Anyone who has been exposed to an individual with COVID-19 will be required to quarantine for 14 days, regardless of a negative test result.

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

As a private school, we will follow the county schools, or as directed by SCOE or County Health in accordance with the waiver protocols.

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

As we have done with other illnesses, we will communicate in consultation with the County Public Health Disease Control Unit and follow their guidelines for proper reporting and privacy.

#### **Lunch, Snack and Recess:**

The hot lunch program will not be offered this year. Students will bring their own lunches and eat outside, sitting 6 feet apart.

#### **Early Childhood Education:**

The Early Childhood Education (ECE) section is licensed by the Community Care Licensing Division of the California Department of Social Services. Our classrooms function under similar guidelines as the rest of the school with some notable differences:

ECE classes are pods of 12 or fewer children. Strict physical distancing is not required with young children; we will work with developmentally appropriate ways of distancing when possible. The creation of smaller pods of children reduces exposure as do our hygienic practices (health screenings, handwashing, regular cleaning, outside classrooms) which are described above. Our yearly calendar is not blocked as in the lower and upper school; we have some breaks that overlap with the rest of the school and some flex weeks that allow for the addition of school days (should we be forced to close due to smoke, floods or illness).

**Sports:**

Sports have been cancelled.

**Aftercare:**

Aftercare is not offered this year. We will look into how to provide aftercare in the lower school within the protocols and stable group requirements in the future.

**Conclusion:**

The pandemic reminds us constantly that we are more closely connected to each other than perhaps we ever realized. Our actions do have a direct impact on others. Heightening our awareness of this fact can deepen our sense of community, ethical action and responsibility to others. Choices each of us make, and the choices of those we interact with can have a dramatic impact on others. To be able to be a community, and to be on campus, we must all do our best to minimize the risk to others and ourselves. We must also recognize that each family makes decisions that weigh this responsibility to others with their own health, economic and social needs. That means that not every family will act the same way. While our protocols on campus will be followed - as much as reasonably possible, with differences in parts of the school or for those with medical exemptions for masks, as outlined above - the school cannot require any standard of action outside of school time. To keep our community strong, healthy and vibrant, we must all be constantly aware of others in our actions, and always keep present in our minds both our differences and that which brings us together.

**State and County Guidelines and Resources:**

[COVID-19 and Reopening In-Person Instruction Framework & Public Health Guidance for K-12 Schools in California, 2020-2021 School Year](#)

[COVID-19 Industry Guidance: Schools and School-Based Programs](#)  
[Sonoma County Roadmap to Reopening of Schools Safely](#)

[California Department of Public Health COVID-19 and Reopening In-Person Learning](#)

[California Department of Public Health COVID-19 Updates](#)

[Sonoma County Office of Education \(SCOE\) Coronavirus Health Guidelines and Updates](#)

[SCOE COVID-19 Case Flowchart](#)

[CDC: Schools and Childcare Programs: Plan, Prepare, and Respond](#)

[CDC: COVID-19 Prevention](#)

[CDC: Handwashing Information](#)

[CDC: Face Coverings](#)

[CDC: Social Distancing](#)

[CDC: COVID-19 Frequently Asked Questions](#)

[CDC: Managing Stress and Coping](#)

[COVID-19 Testing in Sonoma County](#)