



Summerfield

WALDORF SCHOOL AND FARM

Fifth Update (10/26/20) from 8/6/20 Waiver Application Cover Form (for use by a Local Education Agency or equivalent). This update addresses the two questions we received from Dr. Mase. We are including #1 Curative Labs Inc. Testing Contract #2 Six Contact Tracing Certificates of Completion, #3 COVID-19 Symptoms or Confirmed Case Action Plan Chart ,#4 Symptoms, Exposure or Confirmed Case Instructions

Please submit one application for each local educational agency or equivalent. If applying on behalf of a school district please submit one application for 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.

Background Information

Name of Applicant: Summerfield Waldorf School and Farm

School Type: Private

(Traditional Public School Charter School Private, Independent, or Faith-Based School)

Number of schools: 1 **Enrollment:** 144

Superintendent (or equivalent) Name: Jason Gross

Address: 655 Willowside Road, Santa Rosa, CA 95401

Grades/Number of Students Proposed to be Reopened: 1st-6th

Date of Proposed Reopening: August 20, 2020

Name of Person Completing Application: Jason Gross

Phone Number: 707-575-7194 ex 150

Email: jason@summerfieldwaldorf.org

Signature:

Date: 10/26/2020

I. Consultation Please confirm consultation with the following groups:

Labor Organization: N/A

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

Faculty and staff, June 15-19 and August 3-5, 2020

Parent and Community Organizations: N/A

Parent body surveyed June 20, 2020

Name of Organization(s) and Date(s) Consulted: N/A - We have cancelled all sports and have no other contact with community organizations, no other organizations work with our students in connection with the school. We do not have a school parent organization.

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

Plan 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 will most likely change 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 will be formed with the highest standards for an age appropriate Waldorf education guided by our experienced teachers who know the children and their craft. Any on-campus activity will be in full accordance with all state and county guidelines and regulations for safety, and we will 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). In addition to following all CDC, SCOE, and health department guidelines, we are adding more safety measures: our plan is to have class outside for as much of the year as possible in further decrease risk of transmission. We will create class cohorts outdoors with desks spaced so children are six feet apart. We are also blocking our schedule and creating 10 days of distance time between each block (see below).

Consultation Process

The entire school faculty met for five days in the second week of June to discuss this plan and we met in the first week of August to prepare for the start of school. The faculty is unanimously in favor of reopening in person and supports this plan. Parents have been informed of the plan in detail and polled. The majority supports the plan.

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:

All rooms and furniture will be professionally sanitized before school resumes in person.

Bathrooms are being professionally cleaned and sanitized after each school day, and approved

cleaning materials are available for cleaning after use. Class and office surfaces such as desks, chairs and door handles will be sanitized regularly and after school each day. If used, playground equipment will be sanitized after each cohort uses the playground. Extra supplies have been ordered so all children will have their own of the majority, if not all, items. For the minimal times that there will be a shared supply or tool, that item will be sanitized between uses.

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.

Cohorts and Quarantine Periods:

To maximize health standards and create smooth transitions, our school schedule has all the subjects blocked. 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 cohort of each class. After four weeks we will have either a week of vacation—like Thanksgiving week or Winter break—or we will have a special week of learning from home. With the last Friday of the block from home, this would make 10 days of time away from campus between blocks, creating a quarantine period so that teachers can start the new block with a new cohort with the minimum risk of increasing possible exposures. (It has been shown that a very high percentage of cases show symptoms within 10 days.)

We are following the SCOE definition of cohort as the number of people who can have class together while being six feet apart. We will use the class as the cohort unit and provide the spaces needed. Population density of an indoor room is defined in the same way: the number of people who can be in it and six feet apart.

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 will have staggered start and end times, and parents will drop off and pick up from their cars. We will use four different drop off areas and different paths to classrooms assigned by grade to increase distancing. We will keep the number of people 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.

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

We will follow all current requirements for [face coverings](#). Students will wear masks while they are in any movement, except during individual outdoor conditioning, for which we would increase distancing. When all students are seated outside at desks that are six feet apart, we will allow them to take masks off, as long as that continues to meet the CDPH guidelines and is deemed safe by the County Health Office. If this is not cleared for safety, we will be in masks all day, and we will check in with County Health regularly on this as conditions change. Masks will be 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.

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.

We will check faculty, staff and student temperatures with no touch thermometers and screen for visual signs of illness. Faculty will regularly be tested for COVID-19 by Curative in accordance with the recommendation 25% a week or as these guidelines change.

In addition to on campus temperature checks, parents will be asked to complete an assessment of their student's, as well as their own, overall well-being every day before coming to school. We will 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. Parents and staff will 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 rapid 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 exercise caution upon returning to school if they have traveled domestically or internationally for any length of time. 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. We ask that parents and staff refer to the [CDC guidelines for travel](#), and consider quarantining for 14 days or getting tested upon their return.

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) and surface cleaner (at least 65% IPA) will be available in all offices and areas of instruction. In addition, 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. As much as we can, we will dedicate all our bathroom facilities to as few people as possible. Sanitation protocols will be followed. Bathrooms are cleaned professionally every day after school. 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.

What actions will staff take when there is a confirmed case? Who is your designated staff person(s) to support contact tracing, such as creation and submission of lists of exposed students and staff to Public Health and notification of exposed person? Who is your designated staff person(s) for public health to contact about COVID-19?

Included in this submission, the "COVID-19 Symptoms or Confirmed Case Action Plan," outlines the steps that we will take should a student, faculty or staff member test positive for COVID-19. Additionally, we are submitting six John Hopkins University COVID-19 Contact Tracing Certificates of Completion from the following staff members: Michelle Bovard (School Receptionist), Amelia Miller (High School Secretary), Tracy Saucier (Admissions Director), Caryn Stone (Development Director), Andrea Trinei (Registrar and Database Manager), and Carrie Wooldridge (Human Resource Coordinator).

Michelle Bovard, School Receptionist (707-575-7194, ext 100), is the designated staff person for the Public Health Department to contact about COVID-19. Michelle will support contact tracing, create and submit lists of exposed students and staff to the public health department and notify any exposed person(s). Within our staff, there are four other staff members (listed above) who have completed the COVID-19 contact tracing training program and are available to support or manage cases should the need arise.

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 first day signs and symptoms first appeared. Our COVID-19 point of contact, Michelle Bovard, will initiate a list of close contacts of all the students and communicate possible exposure to teacher(s), staff, and parent(s), guardian(s), or caregiver(s) of a case. (A 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). An entire cohort, classroom, or other group may need to be considered exposed.). Michelle will immediately notify the Public Health Department Disease Control Nurse and begin contact tracing efforts if required. Close contacts will be notified, advised to stay home and 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. They will be called regularly to monitor their symptoms (if any) and will be informed of the emergency warning signs that would warrant immediate medical attention if they are symptomatic. Information will be provided to the households of the case with guidelines for how to care for a sick person and stay safe. 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 cleaned and disinfected by the cleaning company that we have contracted with.

Identification and Tracing of Contacts: Actions that staff will take when there is a confirmed case. Confirm that the school(s) have designated staff persons to support contact tracing, such as creation and submission of lists of exposed students and staff to the local health department and notification of exposed persons. Each school must designate a person for the local health department to contact about COVID-19.

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 there is a suspected case of COVID-19, or if a parent notifies the school that their child has a confirmed case of COVID-19, the designated staff member, Michelle Bovard, will immediately notify the Public Health Nurse. The Public Health Nurse may be the first to notify the school when a student or staff member is confirmed positive with COVID-19. The school administrator will immediately notify exposed staff and families as relevant while maintaining confidentiality as required by state and federal laws. Any areas used by the sick student will be closed off and not used until after cleaning and disinfecting. Following the recommended guidelines, the school will wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, we will wait as long as possible.

Our cohorts 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. Our receptionist, Michelle Bovard, is our contact person.

Any students 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 cohort and will wait in the designated 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. Immediate rapid testing will be recommended. Parents can use their health care provider or Curative tests will be available for rapid testing.

The designated staff member who will care for sick students will direct the student to the isolation room, disinfect hands and put on PPE (surgical gown, cloth face covering, face shield, nitrile gloves) prior to entering the room. All PPE items worn will be securely disposed of in the isolation room).

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

We are pursuing outdoor learning because it is much safer than indoors, and have identified a dedicated outdoor classroom space for each cohort. If off the watchlist or with a waiver we have the option to use indoor spaces when masked and six feet apart. We plan to be outside as much as possible all year. When the weather turns or as conditions change, we will reassess. Outdoors means tents with no sides. We have the option to add sides in winter to have more indoor space. This helps with density and cohort protocols (defined above). Each class/cohort will have a separate space outside for lunch and recess. We will remind students that for now, we may not shake hands or hug one another.

Staff Training and Family Education: How staff will be trained and families will be educated on the application and enforcement of the plan for test results. Describe how staff will be tested periodically to detect asymptomatic infections.

Faculty and Staff have received our Reopening Plan, where all the protocols are described, and have been trained on its content. When they can return to campus, students will receive an orientation on proper mask use, handwashing and hygiene, and distancing practices, as well as safe techniques to encourage them to tell their teacher if they do not feel well. Faculty, staff and parents will receive regular written and verbal reminders that 1) Students, staff and faculty should stay home if they or a member of their household have tested positive for or are showing COVID-19 symptoms. 2) Staff and students who have recently had close contact with a person with COVID-19 should also stay home and monitor their health. We will share CDC's [criteria](#) to help inform when employees should return to work if they have been sick with COVID-19 or if

they have recently had close contact with a person with COVID-19. *(Please note that the CDC and CDPH/SCOE guidelines may vary. In such cases Summerfield will comply with the county requirements (e.g., the CDC states that a person may return to school/work after 24-hours with no fever, without the use of fever-reducing medications, while the CDPH/SCOE guidelines state 72-hours. Summerfield will follow the 72-hour guideline).*

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.

For periodic or surveillance testing we have contracted with Curative testing lab. Faculty and staff will be tested at a minimum of 25% a week.

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

Faculty and staff who have symptoms or who have been exposed will be tested through Curative labs. Parents of students who have symptoms or who have been exposed will be instructed that they need to be tested. If they are not able to do that through their health care provider, we will provide tests through Curative.

No one will return to campus without a negative test, a doctor's note clearing them, or after the appropriate quarantine period. It is in our best interest to get testing done and results in as quickly as possible for a safe and expedient return. Our trained contact tracing staff will work with anyone with symptoms and exposure to get testing as soon as possible either through their health care provider, insurer or from a health clinic. The included document: "COVID-19 Symptoms or Confirmed Case Action Plan," outlines the steps that we will take should a student, faculty or staff member experience symptoms of COVID-19 or have been exposed to someone with a confirmed case of COVID-19.

Symptoms: Parents, faculty and staff have been informed that if they, or someone in their household, experience symptoms of COVID-19 they should stay home. If symptoms develop at school they will be immediately sent home and testing will be recommended. They will be excluded from campus and should isolate at home:

- At least 10 days, OR
- Until they have tested negative for COVID-19, OR
- Until their healthcare provider has provided a medical release,
- AND, at least 3 days (72 hours) have passed since recovery.*

*Recovery is defined as the resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath).

Exposed to a confirmed case: If a student, faculty or staff member have been exposed to someone with a confirmed case of COVID-19 they will be immediately excluded from school and sent home. They will be instructed to:

- Quarantine for 14 days from last exposure with confirmed case
- We will recommend testing but that will not shorten the quarantine period
- If we are conducting the contact tracing efforts, one of our trained staff will be in daily contact with the exposed person to monitor their health, and support them through the quarantine process. Guidelines will be provided for the sick person and their household
 - When to Quarantine:
<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html>
 - Caring for someone who is sick:
<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/care-for-someone.htm>
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What instructions will they be given while waiting for test results?

While someone is awaiting test results, we will instruct them to isolate at home and away from others, especially if they have symptoms. We will suggest they make a plan and find support while quarantining, as well as make a list of people who they have been in close contact recently in case they test positive or COVID-19 and need to notify their close contacts..

What is your plan for how staff will be tested periodically to detect asymptomatic infections?

We are following the county recommendation that 25% of our faculty and staff will be tested weekly by Curative. Our receptionist, Michelle Bovard, is recording and monitoring those results.

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.

As a private school, we will consult with our Local Health Officer if and when any of the CDPH trigger points have occurred: 1) When there are multiple cases in multiple cohorts at a school or 2) When at least 5 percent of the total number of teachers/student/staff test positive within a 14-day period, depending on the size and physical layout of the school. 3) The Local Health Officer may also determine school closure is warranted for other reasons, including results from public health investigation or other local epidemiological data.

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.

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.