



Waiver Application for Wood Rose Academy

Cleaning and Disinfection:

Deep cleaning and sanitation by janitorial service and staff will be conducted throughout the day and in the evening.

All high touch areas will be cleaned and sanitized throughout the day.

Disinfecting mister machines have been purchased and will be assigned to each teacher to disinfect larger areas.

Bathrooms will be used by only one cohort at a time and all high-touch areas will be wiped down with disinfectant after each use.

Drinking fountains will **not** be available. All children must bring their own water bottles labeled with their full name. Staff will refill water bottles as necessary.

Cohorting:

Wood Rose has low student teacher ratios:

Kindergarten A: 10

Kindergarten B: 10

First Grade A: 9

First Grade B: 9

Second Grade: 10

Third Grade: 11

Fourth Grade: 8

Fifth Grade: 6

Sixth Grade: 6

Each grade will have its own cohort of 12 students or less and 1 teacher is assigned to each cohort.

Each grade will have recess, lunch and all activities within their own cohort and in their own dedicated zones.

Entrance, Egress, and Movement within School:

For the safety of the children and staff, as well as our families, parent volunteers will be strictly limited and parent presence on campus will be **extremely limited**. All families must use the Car Line for drop off / pick-up. **There will be NO PARKING AND WALKING CHILDREN ONTO CAMPUS, NO EXCEPTIONS.** Children must be left at the gate and will be greeted by staff and unloaded/loaded by staff. All students will walk directly to their class zone.

All students will remain in their cohort during the drop off and pick up period of the day.

Students will move with their cohort at scheduled times for bathroom visits. Teachers and staff will accompany students to and from their designated locations to ensure cohorts remain secure, and disinfect restroom high touch areas after use.

All parent meetings or correspondence will be through Zoom and through email.

Face Coverings and other Essential Protective Gear:

Masks are required for **all** staff and children to be worn at all times.

Masks will be available for staff or students who arrive on campus without one.

When it is pedagogically or developmentally necessary for students to see the teacher's face to deliver instruction, **teachers** in Kindergarten, First, and Second Grades will use a face shield only. Otherwise masks will be worn at all times.

<https://files.covid19.ca.gov/pdf/guidance-schools.pdf> 3. Face Coverings...Staff..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. Staff must return to wearing a face covering outside of the classroom.

Health Screenings for Students and Staff:

Prior to any student entering campus on the first day of class, parents must fill out a contact tracing questionnaire.

Every child and staff member will have their temperature checked with a thermal thermometer at Drop-Off or when arriving on campus, and again mid-day.

Children exhibiting any cold or flu-like symptoms at Drop Off will not be allowed at school.

Children who become sick while at school will be immediately isolated in the principal's office and **must be picked up within 20 min. No exceptions.** Please have a contingency plan for caregivers if your child is ill, so that they may be picked up within that time frame.

Children may not return to school until they are symptom free for 72 hours or can produce a negative Covid-19 test result and have no fever above 100 degrees.

Any student or staff member with a positive Covid 19 diagnosis will be required to isolate at home until 10 days have passed since symptoms appeared **and** at least 24 hours have passed without a fever **and** their symptoms have improved.

Wood Rose Academy staff has an **agreement with ARCPoint Labs in Martinez**, for both random testing for staff and any testing for individuals who exhibit symptoms of Covid-19. Test results will be available in **72 hours or less.**

We have 2 certified contact tracing individuals on staff, Ana Alday, our office manager, and Ellen Crnkovich, board member.

Healthy Hygiene Practices:

Three additional hand sanitizing/washing stations will be available on campus. These cleansing stations will be cleaned daily and serviced weekly by the vendor.

Children will be frequently instructed how to sanitize their hands before using the restroom and wash their hands after using the restroom. Staff will conduct frequent wipe downs of all high touch areas in the bathrooms and all other rooms, including door handles.

Children will be reminded frequently throughout the school day to wash hands.

Disinfecting mister machines have been purchased and will be assigned to each teacher to disinfect larger areas.

Students will have their own school supplies for their exclusive use. Classroom supplies and materials will not be shared.

With the start of the school year each class will have a hand sanitizing and mask wearing seminar to answer questions and properly instruct students on handwashing techniques, social distancing and minimizing exposure to germs.

Identification and Tracing of Contacts:

If anyone in a staff member or student's family or someone they have been within 6 ft of for more than 15 minutes is exhibiting distinctive symptoms of COVID-19 (fever above 100, shortness of breath, loss of taste or smell, cough), the staff member or student will be required to stay home for 72 hours for observation or until a negative COVID-19 test is produced.

Should a child or staff member fall ill of Covid 19, their cohort will immediately be sent home for a minimum of 14 days subsequent to the last contact with the case. Our Covid 19 contact tracing certified staff member, Ana Alday, and board member, Ellen Crnkovich, will start the contact tracing process and notify the health department. Students will be provided with distance-learning packets and resume distance learning via Zoom.

We have 2 certified contact tracing individuals on staff that will start contact tracing immediately when a Covid case is positive. One of our licensed contact tracers, Ana Alday (925-825-4644) will be the primary contact between the Health Dept. and the school.

Physical Distancing:

Upon arrival at school, students will walk to their classroom or their dedicated outdoor zone after their temperature is checked and check in with their teachers.

Each outdoor zone will have lunch tables separated with proper social distancing requirements.

As the Health Department recommends that children limit their exposure outside their small group, the Outdoor Areas of the school will be divided up into Zones, so that the children will only interact with children in their cohort. Each zone will have its own play activities/equipment that can be sanitized at the end of the day and only used by one student at a time.

Desks will be placed with the proper distance required by the Health Dept. Additional HEPA air filters have been purchased as well. Teachers will be encouraged to hold classes outside as much as possible to provide for maximum ventilation and distance when possible.

Staff Training and Family Education:

All staff will participate in a 2 day training in all new protocols.

School support staff from C.O.P.E. Family Support Center, Ellen Crnkovich, Parent Education Coordinator will also provide support for families and family coaching as needed.

All families will be required to sign a waiver form acknowledging their awareness of these policies.

All of these new policies and protocols have been emailed to the parents.

Testing of Students and Staff:

Students and staff who have symptoms of COVID-19, or have been exposed to someone with COVID-19 must be tested immediately.

Prior to the beginning of the school year, all staff will be tested for Covid- 19. Following the first test, 25% of the staff will subsequently be retested each week. While waiting for results, if any teacher exhibits symptoms, they must self isolate for 10 days. With a positive result, they must be quarantined for 14 days and no fever for 24 hours and symptoms have improved, or until they are retested with a negative result.

Triggers for Switching to Distance Learning:

Should a second cohort group have a member receive a positive Covid-19 diagnosis, all students will be sent home, the cohort will be notified of a positive Covid-19 diagnosis, and Wood Rose Academy will switch to Distance Learning immediately.

Communication Plans:

Wood Rose Academy Board of Directors will communicate with parents using the Gradelink platform currently in use. Any communication regarding a positive COVID-19 diagnosis will not identify the individual who is ill, thus complying with privacy laws. Should a student or staff member fall ill, we will immediately notify the Health Department and proper contact tracing with our certified staff will resume immediately.

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