

Waiver Application Form

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: Prince of Peace Lutheran Church and School

Name of District/School: Prince of Peace Lutheran School

If this is a School District Consolidated Application No

School Type: Faith-Based School

Number of schools: 1

Enrollment: 58

Superintendent (or equivalent) Name: Carol Smallwood, Principal

Address: 1421 West Ball Road
 Anaheim, CA 92802

Number of students and number of classes per grade proposed to be reopened:
TK -0; K - 7; 1st - 11; 2nd - 5; 3rd - 6; 4th - 13; 5th - 8; 6th - 8

Date of Proposed Reopening: September 8, 2020

Name of Person Completing Application: Carol Smallwood

Phone Number: 714-774-0993

Email: csmallwood@princeofpeaceanaheim.org

Signature:

Date: 8/12/2020

I. Consultation

Please confirm consultation with the following groups:

Labor Organization

Name of Organization(s) and Date(s) Consulted: We have no labor organization. As a private school, our teachers are not part of organized labor. The five members of the faculty were texted July 18th and asked their opinion about starting in class or on-line. We also met in person, August 4th so that they could give input. They all wish to have students in the classroom.

Parent and Community Organizations:

Name of Organization(s) and Date(s) Consulted: A survey was sent to all parents the end of June 2020. There were 22 responses. 100% of those responding wanted in-class instruction. A copy of those results are included with this application. Another survey was sent to all parents July 31th. At that time 28 parents responded 22% were okay with starting online, 21% didn't care, and 57% wanted in-class instruction.

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

The five members of the faculty were texted July 18th and asked their opinion about starting in class or on-line. We also met in person, August 4th so that they could give input. They all wish to have students in the classroom. A faculty agenda of that meeting is included with this application.

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.

All surfaces will be disinfected twice daily. A UV light will be used each evening to further disinfect the room. Each student will have their own supplies, books, and iPads to use in the classroom. Play equipment will be disinfected after each use. At multiple times daily door knobs and surfaces will be wiped down with disinfectant spray or wipes.

- **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.

Each classroom of students will be considered a cohort. They will have 1 teacher who will be with them all day. The cohorts will remain together at lunch and recess. There will be no mixing of students from other classrooms.

- **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.

Parents will be asked to drop children off in the drop off area. Parents will not leave their cars. Students will then report to their flag salute area practicing safe distancing. They will exit to their classrooms class by class. Our open air hallways will be occupied with only one class at a time. Parents may only be on campus for essential business or upon request by the school and are required to enter/exit only through the front gate and head directly to the office. Distancing will be required in the office.

- **Face Coverings and Other Essential Protective Gear:** How CDPH's face covering requirements will be satisfied and enforced. All students (3-8) and all staff will be wearing masks, covering their noses and mouths unless eating. Masks will be encouraged for students in K-2.
- **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. Each morning staff will take their temperature and answer the symptoms questions. Students, before exiting from the car or entering the classroom, will have their temperature taken and answer questions about symptoms or possible exposure to Covid-19. Those cleared will put on a wristband to show they have completed the check. Staff or students who become ill with symptoms during the school day will be isolated in the sick room. They will be sent home immediately.
- **Healthy Hygiene Practices:** The availability of handwashing stations and hand sanitizer, and how their use will be promoted and incorporated into routines. There are sinks in every classroom and throughout the campus for handwashing. Every classroom will be supplied with sanitizer. There will also be sanitizer provided in the office, day care area, and in the lunch area. Each teacher will have scheduled handwashing times and train the students in handwashing technique and the importance of handwashing for their health and safety. Each student will sanitize their hands as they enter and exit the classroom at any point in the day.
- **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. Heather Walton, our business manager in charge of human resources, is the staff person who will support contact tracing and be the local health department contact. She has the list of everyone in a classroom. She would know if anyone else had come in contact with a student at school. Tracking sheets will be posted on the door to all rooms enabling identification of every individual who occupied that space, the dates of occupancy and leaning and disinfectant performed on that space. Mrs. Walton would create and submit the list of exposed students and staff to the local health department and notify any exposed persons.

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

All of our classrooms have less than 20 students. Kindergarten has only 7. Our classrooms are large enough to put six feet between desks. We also have a 3 acre campus. The teachers have plans to use the outdoor space for instruction as much as possible. The day is scheduled so that classes are not in the hall at the same time. Our hall is outdoors. There will be marks to indicate a 6 foot distance for seating at lunch.

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

Staff will be trained in the area of COVID-19 symptoms and safety this summer before school starts. The Health and Safety Plan has been sent to each family. We have asked them to discuss it with the children and support our effort to keep the children safe.

- **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.

School employees and students who need testing would either go to their health care provider or a state-operated or other community testing site. There is a testing site at the Anaheim Convention Center which is very close to our location. In our area, CVS pharmacies are also doing testing.

Surveillance testing will be implemented based on the local disease trends. If epidemiological data indicates concern for increasing community transmission, we would increase testing of staff to detect potential cases as lab testing capacity allows. Staff will be tested periodically, as testing capacity permits and as practicable. 25% of the staff will be tested every two weeks. Staff testing is covered by their health insurance plan.

While waiting for test results, students and staff should stay home until results are cleared with a negative outcome.

- **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.

In consultation with the Local Health Officer, Prince of Peace School Board may decide to close for in-class instruction if there are multiple cases in multiple cohorts or if 5% of our total population report cases within a 14-day period.

- **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.

If a child or staff member is diagnosed with COVID-19, all people who had contact with that person will be notified of their exposure. Confidentiality will be maintained as required by FERPA and HIPAA. The school will follow all CDC protocols if this situation occurs, which includes:

- a. 14 day quarantine for all people exposed to a positive COVID-19 case
- b. Students who are quarantined will have instruction delivered online and will not be counted absent during the 14 day period.

School Website URL: www.princeofpeaceanaheim.com

Additional Resources:

CDPH and Cal/OSHA Guidance for Schools and School-Based Programs

<https://files.covid19.ca.gov/pdf/guidance-schools.pdf>

California Department of Education Stronger Together: A Guidebook for the Safe Reopening of California's Public Schools

<https://www.cde.ca.gov/ls/he/hn/strongertogether.asp>

CDPH COVID-19 and Reopening In-Person Learning Framework for K-12 Schools in California, 2020-2021 School Year

<https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID>

For Internal Use
Only:

Date Received Health Officer Review Determination Date