

Announcements regarding PRINTS' reopening for the 2020-21 School Year:

Nido, Infant Community, Children's House - in-person

Elementary – in-person (as per waiver approval)

Middle and High School - initially via remote learning; PRINTS has submitted a "Request for Review of Plan to Open for In-Person Instruction"

Below are PRINTS' re-opening protocols, which are consistent with guidance from the California Department of Public Health and the local health department. □

**Cleaning and Disinfection:**

- PRINTS uses a combination of alcohol wipes, disinfectant wipes/solutions, non-toxic disinfectant solutions, UV lamps/wands, and a non-toxic fogger to clean and disinfect high-touch surfaces;
- After each use of materials, an adult will immediately scan the used material using the UV wand, making sure no child is nearby.
- All high-touch surfaces are frequently disinfected.
- The outdoor environment and equipment are disinfected after use by each group.
- All classroom environments, furniture, materials and bathrooms are disinfected mid-day and at the end of the day when the children are not present.
- All PRINTS staff have taken the Healthy Acts School Training.

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

- Everyone entering the facility is required to wear a face covering, except those exempted from face covering requirements (e.g., children younger than 2 years old; individuals who are exempt with doctor's note). Per regulations and government guidelines, pre-school age children (aged 2 - 5 years) are not required to wear a face covering; their parents are, however, strongly encouraged to send them wearing one (with label).
- All PRINTS staff wear a face covering.
- All students age 5 and up, staff, and campus visitors wear a face covering to school, while walking across school grounds, and in common areas of the campus. Wearing a face covering in the classroom is highly encouraged for students and staff alike, although some children may not have tolerance for wearing a face covering over the long duration of a school day.

### **Health policy:**

- All individuals (adults and children) are temperature scanned prior to entering the classroom environments and during midday.
- Parents and staff are required to respond daily COVID-19 screening questions.
- All members of the school community, students and staff alike, must stay at home if experiencing flu-like symptoms
  - Quarantine for 14 days is required
  - PRINTS recommend COVID testing
  - The final decision for returning to school is at the discretion of the PRINTS Management and must meet governmental regulations
  - See pages 15-16 for details
- COVID-19 symptoms in children may include fever, chills, cough, runny nose, belly pain, vomiting, diarrhea, sore throat, muscle pain, loss of taste/smell/appetite, rash, red eyes, swelling of hands/feet, headache, dizziness, red/cracked lips.
- Anyone in the household with a fever or a new continuous cough (or other symptoms) is advised to follow the COVID-19 guidance for households with possible coronavirus infection (it mandates that the afflicted individual remain in isolation for 7 days, and the rest of the household in isolation for 14 days).
- If a child is showing symptoms of COVID-19 at school, we will immediately contact the parents or emergency contact to collect the child. The child must be picked up immediately. A member of staff will wear a disposable mask when accompanying a child showing symptoms. The child will be in a separate room while waiting for the arrival of the parent/emergency contact.
- Parents should notify the school, by phone or by email, if their child or anyone in their household has tested positive for COVID-19.
- Signs are posted at the entrances of the facility informing all personnel and visitors that they must avoid entering the facility if they have any COVID-19 symptoms.

### **Healthy Hygiene Practices:**

We are following all governmental guidance and regulations to create a 'COVID-secure' environment that protects the well-being and health of all the children and staff through the following:

- Implementing new social distancing measures where possible;
- Continuing our emphasis on good hygiene;
- Frequent handwashing;
- Removal of outdoor shoes on arrival must be part of the routine;
- Indoor shoes are placed on the top and outdoor shoes on the bottom of the shoe shelves, color-coded by group;
- No hand shaking or engaging in any unnecessary physical contact;
- Everyone must sneeze and cough into one's elbow and then wash hands with soap;
- Continuing the frequent and thorough cleaning of all school sites;

- Requiring that everyone entering the facility wear a face covering, except those exempted from face covering requirements (e.g., children younger than 2 years old; individuals who are exempt with doctor's note). Per regulations and government guidelines, pre-school age children (aged 2 - 5 years) are not required to wear a face covering; their parents are, however, strongly encouraged to send them wearing one (please label);
- Requiring that all PRINTS staff wear a face covering;
- Requiring that all students age 5 and up, staff, and campus visitors wear a face covering to school, while walking across school grounds, and in common areas of the campus. Wearing a face covering in the classroom is highly encouraged for students and staff alike, although some children may not have tolerance for wearing a face covering over the long duration of a school day;
- Each classroom environment has a HEPA air-purifier;
- Our HVAC systems use MERV13 filters
- Windows and doors are kept open (weather permitting) to maximize airflow between the inside and outside
- Handwashing stations are available in every environment,
- Students will wash hands at the start of the day, prior to eating, after using the bathroom
- Frequent handwashing is encouraged throughout the day

### **Cohorting:**

- Nido, Infant Community, and Children's House levels will continue to be organized into small groups or 'bubbles', with a stable group of 12 or fewer children with the same adult(s) ('stable' means that the same 12 or few children remain in the same group each day and for at least 3 consecutive weeks).
- Children will not change from one group to another.
- All levels will consist of stable groups with the same adults and students during the entire school year.
- 15 Elementary students are enrolled and are divided into 2 cohorts overseen by 4 teachers; 1 cohort follows via a distance learning platform; the other 14 students attend in-person.
- The Elementary classroom is divided up in 2 sub-groups with separated sinks and bathrooms.
- 5 Middle and High School students are enrolled, overseen by 3 teachers.
- At the Infant Community, Children's House, Elementary and Middle School levels, individual table and rug are assigned exclusively for one child/student each, for work and meals.
- Transparent partitions are used in the Infant Community, Children's House, and Elementary
- Bathrooms and sinks are used exclusively by group and with consistent color-coding.
- Individual baskets are assigned for each child's clothing items.
- A designated area is given for each child to place his/her drinking bottle from home labeled for the day except lunch (children drink from a glass at lunch).
- Individual compartments are used for bedding and mats.
- All students have meals with their cohort in the classroom environment.

### **Entrance, Egress, and Movement Within the School:**

- Differing arrival and dismissal schedules to minimize congestion.

- No hand shaking or engaging in any unnecessary physical contact.
- Copies of the Social Distancing Protocol are posted and provided to each person performing work at the school.
- Lines are marked in six-foot increments in the hallway and near entrances to establish where individuals should stand to maintain adequate social distancing.
- Floor markings or visual cues in the classroom and yard demonstrate adequate social distancing.
- Children enter school building, following the arrow directions in the hallway.
- Upon arrival at school, children wait in line and follow the 6 ft. marks.
- Children wait at the 6 ft. markers so children enter the environment one at a time.
- Child walks down the hallway following the arrow directions to exit the building.

**Arrival:**

We request that only one parent or caregiver bring his/her child to school to minimize the number of adults outside the school premises. We use tape to indicate safe distancing. All adults and children 5 years old and up must have a face covering. Children aged 2 – 5 years are strongly recommended to have a face covering. There is a mailbox at the front gate for parents to deposit anything they wish to deliver to the school.

<b>Procedure</b>	<b>Rationale</b>	<b>Support from parents</b>
Before school,	Ensure child does not have a temperature	Parents take child's temperature
Upon arrival at school	Minimize touching others	Parent takes child out of the car. Parking spaces are reserved for staff. Please find street parking or park at the white zone on Peninsula Avenue
Wait in line and follow the 6 feet marks	Maintain social distance	One family per line
Wait for staff signal when ready to check in	Ensure staff is able to serve one family at a time; social distancing; protect privacy	
Parents are asked if anyone in the household has any illness symptoms and COVID-19 related questions	Protect the PRINTS community	Provide accurate information
Temperature scan on child	Ensure that child does not have a temperature	Move child's hair off the forehead
Parent check in on iPad* or on his/her own phone	Licensing protocol; safety	Sanitize hand before touching the school iPad

Child enters school building, following the arrow directions in the hallway	Maintain social distance	No parents or visitors enter the school
Child waits at the 6 ft. markers so children enter the environment one at a time	Maintain social distance	
Child takes off shoes and places them on the 'outdoor shoes shelf'	Hygiene	
Child takes his/her indoor shoes from the 'indoor shoes shelf'	Hygiene	Parents wash the indoor shoes beforehand
Child washes hands with soap	Hygiene	
Child uses the toilet and washes hands with soap	Hygiene	
Child goes to his designated area with his/her own table and/or rug	Hygiene, social distance	
Child chooses work from the designated shelf	Hygiene, social distance	

### **Dismissal:**

<b>Procedure</b>	<b>Rationale</b>	<b>Support from parents</b>
Child uses the toilet and washes hands with soap*	Hygiene	
Child takes off indoor shoes and places them on the 'indoor shoe shelf' *	Hygiene	
Child puts on outdoor shoes located on the 'outdoor shoes shelf' *	Hygiene	
Child walks down the hallway following the arrow directions to exit the building	Social Distancing	
Child meets parents at the back gate	Social Distancing	All adults wear face covering
If child must be picked up for a mid-day appointment, child cannot return to school for the day		

\* Is already an established procedure/routine at PRINTS

### **Nido**

<b>Procedure</b>	<b>Rationale</b>	<b>Support from parents</b>
<b>Toileting/diaper changing</b>		
<ul style="list-style-type: none"> <li>Use cloth diapers provided by school</li> </ul>	Hygiene, awareness of own body, learning to control own body	Bring 3 diaper covers and replenish for next day
<ul style="list-style-type: none"> <li>Use personal changing pad</li> </ul>	Hygiene	Bring one travel size changing pad, which will be sent home on Friday to be washed
<ul style="list-style-type: none"> <li>Ointments</li> </ul>	Personal care, hygiene	Label all containers*
<ul style="list-style-type: none"> <li>Clothing and linens</li> </ul>	Personal care, hygiene	Label all items including both socks (initials are fine for small items)*
<ul style="list-style-type: none"> <li>All personal items are stored in the child's personal cubby</li> </ul>	Hygiene, organization	Avoid bringing in large items that take up a lot of space*; bring 2 gallon-size ziplock bags labeled 'clean' and 'dirty'*
<ul style="list-style-type: none"> <li>Children who started solid food are offered to use the potty at each diaper change*</li> </ul>	Hygiene, awareness of own body, learning to control own body	
<ul style="list-style-type: none"> <li>Wash hands with soap whether the child eliminates or not*</li> </ul>	Hygiene, develop good hygiene habit	

<ul style="list-style-type: none"> <li>The potty and area are clean and sanitized*</li> </ul>	Hygiene	
<ul style="list-style-type: none"> <li>Staff wear gloves, wash hands before/after each handling*</li> </ul>	Hygiene	
<b>Work area</b>		
<ul style="list-style-type: none"> <li>Clean/disinfect material/surface after each use/touch*</li> </ul>	Personal care, hygiene	
<ul style="list-style-type: none"> <li>Air-dry material/surface before offering to a child*</li> </ul>		
<ul style="list-style-type: none"> <li>No sharing of materials among children*</li> </ul>	Multiple sets of the same type of material available for children to use*	
<b>Lunch/snack</b>		
<ul style="list-style-type: none"> <li>Wash hands with soap*</li> </ul>	Hygiene	
<ul style="list-style-type: none"> <li>Food is prepared by ND staff* wearing disposable gloves and face covering</li> </ul>	According to child's development, hygiene	
<ul style="list-style-type: none"> <li>Food is served by ND staff*</li> </ul>	Hygiene	
<ul style="list-style-type: none"> <li>Spills are wiped immediately*</li> </ul>	Hygiene	
<ul style="list-style-type: none"> <li>Children are seated apart</li> </ul>	Maintain highest social distance possible, hygiene	
<ul style="list-style-type: none"> <li>Face is wiped, hands washed after the meal*</li> </ul>		Bring bibs* for each meal, approximately 4 per day
<ul style="list-style-type: none"> <li>Bottles and containers</li> </ul>		Label and place in a personal cooler/carrier*; please wash the cooler/carrier at home weekly
<ul style="list-style-type: none"> <li>Each child has his/her own tray in the fridge*</li> </ul>	hygiene	
<ul style="list-style-type: none"> <li>Tray is empty and washed daily*</li> </ul>	hygiene	
<ul style="list-style-type: none"> <li>Children have meals in the classroom environment*</li> </ul>	hygiene	
<b>Nap</b>		
<ul style="list-style-type: none"> <li>Each mat is 6 feet apart</li> </ul>	Social distancing	Bring 2 sets of sheets and blanket
<ul style="list-style-type: none"> <li>Each child has his/her designated mat*</li> </ul>	Hygiene	

<ul style="list-style-type: none"> <li>Mats are washed/disinfected if soiled; also weekly*</li> </ul>	Personal care, hygiene	
<ul style="list-style-type: none"> <li>Sheets and blankets are sent home when soiled; and on Fridays*</li> </ul>	Personal care, hygiene	Launder and bring to school the next school day; please wash the school bag weekly

\* Is already an established procedure/routine at PRINTS

## **Infant Community**

Each child will be assigned to an individual table and/or rug where his/her work and meals will take place.

<b>Procedure</b>	<b>Rationale</b>	<b>Support from parents</b>
<b>Toileting</b>		
<ul style="list-style-type: none"> <li>Children who are still learning to use the toilet use cotton training pants provided by the school*</li> </ul>	Hygiene	Subscribe to diaper service via PRINTS
<ul style="list-style-type: none"> <li>Children who are basically able to use the toilet independently use pair of underwear*</li> </ul>	Hygiene	Bring 3 pairs of underwear
<ul style="list-style-type: none"> <li>Children continue with routine bathroom visits*</li> </ul>	Hygiene, awareness of own body, learning to control own body	
<ul style="list-style-type: none"> <li>Children wash hands whether using the toilet or not*</li> </ul>	Hygiene, develop good hygiene habits	
<ul style="list-style-type: none"> <li>Adult cleans &amp; sanitize toilet and surfaces between each use*</li> </ul>	Hygiene	
<ul style="list-style-type: none"> <li>Adult wears gloves and washes hands before/after each handling*</li> </ul>	Hygiene	
<ul style="list-style-type: none"> <li>Children wait in line according to 6 ft marks</li> </ul>	Social distancing	
<ul style="list-style-type: none"> <li>Ointments</li> </ul>	Personal care, hygiene	Label all containers*
<ul style="list-style-type: none"> <li>Clothing and linens</li> </ul>	Personal care, hygiene	Label all items including both socks (initials are fine for small items)*
<ul style="list-style-type: none"> <li>All personal items are stored in the child's personal cubby</li> </ul>	Hygiene, organization	Avoid bringing in large items that take up lot of space*
<b>Work area</b>		
<ul style="list-style-type: none"> <li>A specific table and/or rug dedicated to the use of each child</li> </ul>	Social distancing, hygiene	

<ul style="list-style-type: none"> <li>Materials are rotated as often as needed*</li> </ul>	<p>According to the development of the child</p> <p>Multiple sets of materials that reinforce the same learning are available*</p>	
<ul style="list-style-type: none"> <li>Each material will be thoroughly washed/disinfected and air-dried before the next use*</li> </ul>	Hygiene	
<ul style="list-style-type: none"> <li>Food preparation activities: child only consumes food that is prepared by himself/herself during the activity</li> </ul>	Avoid cross-contamination, Hygiene	
<b>Lunch/Snack time</b>		
<ul style="list-style-type: none"> <li>Each child has meal at his/her table</li> </ul>	Social distancing	
<ul style="list-style-type: none"> <li>Wash hands with soap*</li> </ul>	Hygiene	
<ul style="list-style-type: none"> <li>Food is prepared by staff wearing disposable gloves and face covering</li> </ul>	Hygiene	Update allergies list
<ul style="list-style-type: none"> <li>Food is served by IC staff</li> </ul>	Hygiene	
<ul style="list-style-type: none"> <li>No food sharing*</li> </ul>	Hygiene	
<ul style="list-style-type: none"> <li>Child is offered a cloth* to wipe face and mouth at the table</li> </ul>	Hygiene	
<ul style="list-style-type: none"> <li>Wash hands after the meal*</li> </ul>	Hygiene	
<ul style="list-style-type: none"> <li>All linens are sent to be laundered daily*</li> </ul>	Hygiene	
<ul style="list-style-type: none"> <li>All surfaces/areas are cleaned and disinfected after use*</li> </ul>	Hygiene	
<ul style="list-style-type: none"> <li>All dinnerware and utensils are washed in a dishwasher*</li> </ul>	Hygiene	
<b>Nap</b>		
<ul style="list-style-type: none"> <li>Each child has his/her designated mat on the shelf*</li> </ul>	Personal care, hygiene	Bring 2 sets of sheets and blanket
<ul style="list-style-type: none"> <li>Mats are washed/disinfected if soiled; also weekly*</li> </ul>	Personal care, hygiene	

<ul style="list-style-type: none"> <li>• Sheets and blankets are sent home when soiled; and on Fridays*</li> </ul>	Personal care, hygiene	Launder and bring to school the next school day; wash the school bag weekly
<ul style="list-style-type: none"> <li>• Mats are 6 feet apart from head to head</li> </ul>	Social distancing	

\* Is already an established procedure/routine at PRINTS

## Children's House

Each child will be assigned to an individual table and/or rug where his/her work and meals will take place.

Procedure	Rationale	Support from parents
<b>Work area</b>		
<ul style="list-style-type: none"> <li>• A specific table and/or rug for his/her own use</li> </ul>	Social distance, hygiene	
<ul style="list-style-type: none"> <li>• Materials are rotated as often as needed*</li> </ul>	According to the child's development	
<ul style="list-style-type: none"> <li>• Each material will be thoroughly washed/disinfected and air-dried before the next use</li> </ul>	Multiple sets of materials that reinforce the same learning are available*	
<ul style="list-style-type: none"> <li>• Food preparation activities: child only consumes food that is prepared by himself/herself through the activity</li> </ul>	Avoid cross-contamination, Hygiene	
<b>Lunch setup</b>		
<ul style="list-style-type: none"> <li>• Each child has meal at his/her work table</li> </ul>	Social distancing	
<ul style="list-style-type: none"> <li>• Wash hands with soap*</li> </ul>	Hygiene	
<ul style="list-style-type: none"> <li>• Guide passes around dinnerware, utensils, placemat</li> </ul>		
<ul style="list-style-type: none"> <li>• Food is served by CH staff</li> </ul>	Hygiene	
<ul style="list-style-type: none"> <li>• No food sharing*</li> </ul>	Hygiene	
<b>Lunch cleanup</b>		
<ul style="list-style-type: none"> <li>• Children line up following 6ft marks to clean up</li> </ul>	Social distancing	
<ul style="list-style-type: none"> <li>• Remove unfinished food to the compost bin* using child's own eating utensils</li> </ul>	hygiene, avoid touching commonly touched items (communal scrape)	
<ul style="list-style-type: none"> <li>• Put dinnerware and utensils into designated container in food cart*</li> </ul>	Sense of order, hygiene	
<ul style="list-style-type: none"> <li>• Put placemat in laundry hamper to be washed daily*</li> </ul>	Sense of order, hygiene	

• Wipe the table*	Hygiene	
• Wash the hands*	Hygiene	
• Food cart is returned to the kitchen to be washed in a dishwasher*	Hygiene	
<b>Nap</b>		
• Each child has his/her designated mat*	Hygiene	Bring 2 sets of sheets and blanket
• Mats are placed 6 feet apart from head to head	Social distancing	
• Mats are washed/disinfected if soiled; and weekly*	Personal care, hygiene	
• Sheets and blankets are sent home when soiled; and on Fridays*	Personal care, hygiene	Launder and bring to school the next school day; wash the school bag weekly

**Elementary and Middle School (San Mateo only)**

<b>Procedure</b>	<b>Rationale</b>	<b>Support from parents</b>
<b>Work area</b>		
<ul style="list-style-type: none"> <li>• Each student has his/her own table</li> </ul>	Social distancing, hygiene	
<b>Lunch setup</b>		
<ul style="list-style-type: none"> <li>• Each student eats meal at his/her work table</li> </ul>	Social distancing	
<ul style="list-style-type: none"> <li>• Wash hands with soap*</li> </ul>	Hygiene	
<ul style="list-style-type: none"> <li>• Teacher distributes dinnerware, utensils, placemat</li> </ul>	Hygiene	
<ul style="list-style-type: none"> <li>• Food is served by child him/herself, who washes hands before and after serving</li> </ul>	Hygiene	
<ul style="list-style-type: none"> <li>• No food sharing*</li> </ul>	Hygiene	
<b>Lunch cleanup</b>		
<ul style="list-style-type: none"> <li>• Students line up following 6ft marks to clean up</li> </ul>	Social distancing	
<ul style="list-style-type: none"> <li>• Remove unfinished food to the compost bin* using child's own eating utensils</li> </ul>	Hygiene, avoid touching commonly touched items (communal scrape)	
<ul style="list-style-type: none"> <li>• Put dinnerware and utensils into designated container in food cart*</li> </ul>	Hygiene, sense of order	
<ul style="list-style-type: none"> <li>• Put placemat in laundry hamper to be washed daily*</li> </ul>	Hygiene, sense of order	
<ul style="list-style-type: none"> <li>• Wipe the table*</li> </ul>	Hygiene	
<ul style="list-style-type: none"> <li>• Wash the hands*</li> </ul>	Hygiene	
<ul style="list-style-type: none"> <li>• Food cart is returned to the kitchen to be washed in a dishwasher*</li> </ul>	Hygiene	
<ul style="list-style-type: none"> <li>• Wipe the work table*</li> </ul>		
<ul style="list-style-type: none"> <li>• Wash the hands*</li> </ul>		

**Kitchen (San Mateo only)**

PRINTS will continue to provide hot lunches. Staff will serve the lunches to children rather than have children serve each other (as is customary in our Montessori environments).

<b>Procedure</b>	<b>Rationale</b>	<b>Person</b>	<b>Support from parents</b>
Hot lunch is placed in a communal container*	Ensure food is warm	Chef	
Distribute food in the classroom*	According to each child's development	Guide	Update allergies list
Dishes and utensils are washed and sanitized in the dishwasher*		Chef	
Wash hands upon entering the kitchen*		Everyone	

**Health Screenings for Students and Staff:**

Measures are taken when a student, teacher or staff member has symptoms, is a contact of someone infected, or is diagnosed with COVID-19.

	<b>Student/staff with:</b>	<b>PRINTS Action</b>	<b>Communication from Management</b>
1.	COVID-19 Symptoms	<ul style="list-style-type: none"> <li>• Send home</li> <li>• Recommend testing (if positive, see #3, if negative, see #4)</li> </ul>	<ul style="list-style-type: none"> <li>• No action needed</li> </ul>
2.	Close contact with a confirmed COVID-19 case	<ul style="list-style-type: none"> <li>• Send home</li> <li>• Quarantine for 14 days from last exposure</li> <li>• Recommend testing (but will not shorten 14 day quarantine)</li> <li>• School/classroom remain open</li> </ul>	<ul style="list-style-type: none"> <li>• Notification of a known contact*</li> </ul>
3.	Confirmed COVID-19 case infection	<ul style="list-style-type: none"> <li>• The Management will notify the local public health department</li> <li>• Isolate case and exclude from school for 10 days from symptom onset or test date</li> </ul>	<ul style="list-style-type: none"> <li>• Notification of known case*</li> </ul>

		<ul style="list-style-type: none"> <li>• Identify contacts, quarantine &amp; exclude exposed contacts (likely entire cohort) for 14 days after the last date the case was present at school while infectious</li> <li>• Recommend testing of contacts, prioritize symptomatic contacts (but will not shorten the 14-day quarantine)</li> <li>• Disinfection and cleaning of classroom and primary spaces where case spent significant time</li> <li>• School remains open</li> </ul>	
4.	Tests negative after symptoms	<ul style="list-style-type: none"> <li>• May return to school 3 days <b>after</b> symptoms resolve and medication free</li> <li>• School/classroom remain open</li> </ul>	

\*To protect privacy, notifications are given without disclosing names of the person but the group is being affected.

### **What are the criteria for closing the school?**

Individual school closure is recommended based on the number of cases, the percentage of the teacher/students/staff that are positive for COVID-19, and following consultation with the Local Health Officer. Individual school closure may be appropriate when there are multiple cases in multiple cohorts at a school or when at least 5 percent of the total number of teachers/student/staff are cases within a 14-day period, depending on the size and physical layout of the school. 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.

### **If a school is closed for in-person learning, when may it reopen?**

- Schools may typically reopen after 14 days and the following have occurred:
- Cleaning and disinfection
- Public health investigation
- Consultation with the local public health department

### **In the event that we are unable to provide a classroom experience:**

PRINTS will continue to provide support to the children's learning through meaningful and appropriate educational experience during the period when normal classroom attendance is not possible. As developing independence in the home is an integral part of preparation for life in Montessori philosophy, all students with the exception of the youngest ones in Nido are expected to participate in the online learning program.

### **Identification and Tracing of Contacts:**

- If case is confirmed, the local public health department is notified
- The individual is isolated and excluded from school for 10 days from onset of symptoms
- Contacts are identified, quarantined & exclude exposed contacts (likely entire cohort) for 14 days after the last date the case was present at school while infectious
- Contact persons:
  - Sandy Fong at 510-601-1500 (Emeryville campus)
  - Rita Tang at 650-685-1881 (San Mateo campus)

### **Physical Distancing:**

- Copies of the Social Distancing Protocol are posted and provided to each person performing work at the school.
- Lines are marked in six-foot increments in the hallway and near entrances to establish where individuals should stand to maintain adequate social distancing.
- Floor markings or visual cues in the classroom and yard demonstrate adequate social distancing.
- Our classrooms are spacious, but we are also mindful of ensuring a careful use of space. Our Infant Community, Children's House, Elementary and Middle School children/students already sit at individual desks or on mats, so they will be accustomed to this.
- At the Infant Community, Children's House, Elementary and Middle School levels, individual table and rug are assigned exclusively for one child/student each, for work and meals.
- Transparent dividers are used in the Infant Community, Children's House, Elementary and Middle School
- Bathrooms and sinks are used exclusively by group and with consistent color-coding
- Individual baskets are assigned for each child's clothing items
- A designated area is given for each child to place his/her drinking bottle from home labeled for the day except lunch (children drink from a glass at lunch)
- Individual compartments for bedding and mats
- Outdoor environments are used by one group at a time.

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

- Copies of the Social Distancing Protocol are posted and provided to each person performing work at the school.
- Families are sent the re-opening guidelines and protocols, and have been consulted in Zoom meetings

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

- Staff are asked to be tested every two months to detect asymptomatic infections using through any of the following:
  - The healthcare provider offered at PRINTS
  - Community testing
  - Pop-up testing
- Students and staff with symptoms are asked to be tested (see under 'Health Screenings' for details)

- All members of the school community, students and staff alike, must stay at home if experiencing flu-like symptoms
  - Quarantine for 14 days is required
  - PRINTS recommend COVID testing
  - The final decision for returning to school is at the discretion of the PRINTS Management and must meet governmental regulations
  - See pages 15-16 for details

**Triggers for Switching to Distance Learning:**

- School closure will be considered based on the number of cases, the percentage of the teacher/students/staff that are positive for COVID-19, and following consultation with the Local Health Officer.
- School closure may be appropriate when there are multiple cases in multiple cohorts, or when at least 5 percent of the total number of teachers/student/staff are cases within a 14-day period
- 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:**

- Parents, staff and Local Health Department are notified when a case is confirmed
- Parents, staff and Local Health Department are notified when contacts are shown to be confirmed cases

**Addendum:**

- 5 Middle and High School students are enrolled, overseen by 3 teachers.
- The Middle and High School has a designated entrance/exit dedicated exclusively for the cohort
- The Middle and High School has a designated bathroom/sink dedicated exclusively for the cohort
- Middle and High School students will use a designated entrance dedicated exclusively for them. Their parents will do a self check-in with COVID screening survey prior to queueing up. Then a Middle and High School teacher will do morning health screening at the entrance.

(revised October 6, 2020)