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# ***SAN DIEGO FRENCH-AMERICAN SCHOOL COVID-19 PLAN (2023-2024)***

Satisfying requirements set forth by the California Department of Public Health (CDPH) and San Diego County Office of Education (SDCOE)

*Version 2/5/24*

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## ***Philosophy***

Take into consideration with utmost respect the perspectives and opinions of every member of our school community, and notably find middle ground between risk-aversion and risk-tolerant community members. Be adaptable and make adjustments as deemed necessary based on the evolving nature of the COVID-19 situation in our County. Comply with all required guidelines set forth by State and County authorities.

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## ***Guiding Principles***

- The health, safety, and wellbeing of students, employees, and families come first and are our top priority
- Act, educate, and communicate with clarity, respect, and transparency.
- Be flexible, creative, adaptive.

# ***Planning, Consultation & Advisory Groups***

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## **Purpose**

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- Meet ad hoc in-person or by Zoom
  - Conduct and share research, plan, prepare, propose and make decisions
  - Designate responsibilities and establish timelines and priorities
  - Ensure information sharing between Board, Administration, Faculty, Staff, Parents & Students
  - Provide updates to the community
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## **Senior Leadership: COVID-19 Response Team**

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**Marilyn Rakow RN BSN**, *School Nurse & Pandemic Coordinator*

**Beau Lewis**, *Director of Campus Operations*

**Francis Carlier**, *Dean of Faculty & Director of Upper Elementary and Middle School*

**Marion Addo**, *Dean of Curriculum*

**Babeth Esterly**, *Administrative Director of Pre-Elementary*

**Sophie Ricouard**, *Academic Director of Pre-Elementary*

**Sylvie Toudic**, *Director of Lower Elementary*

**Sarah Blek**, *Director of Marketing & Communications*

**Veronica Covarruvas**, *Director of Enrichment Programs*

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## **Board of Trustees: COVID-19 Advisory Group**

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**Aaron Brennan** (Chair of the Board; Chair of Head Support & Evaluation Committee)

**Zach Cole** (Executive Committee; Vice-Chair; Chair of Governance Committee)

**Fernanda Coelho** (Executive Committee, Treasurer; Chair of Finance Committee)

**Emiline Cairncross** (Executive Committee; Secretary)

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## **Parents: COVID-19 Consultation Group**

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**Francesca Torriani, MD**, Former Trustee & Alumni Parent; *Infectious Disease Specialist and Medical Director at UCSD, Professor of Medicine at UCSD Health specializing in Infection Prevention and Clinical Epidemiology*

**Lisa Lowe Hiller, MD MPH FACEP**, Elementary and Middle School Parent; *Emergency Physician & Clinical Instructor, UCSD Health Systems, UCSD School of Medicine, and VA San Diego HealthCare*

**Kim Goodwin, MD**, Middle School Parent; *Obstetrics & Gynecology, Sharp Mary Birch Hospital for Women and Newborns, West Coast OB/GYN (Private Practice)*

**Michael Griesinger, MD**, “Maternelle” and Elementary Parent; *Emergency Physician at Kaiser Permanente*

**Rick Peters, PhD**, Elementary School Parent; *Assistant Professor Population Health, The University of Texas at Austin*

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## **Government Agencies: COVID-19 Guidelines & Regulations**

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**CDC:** Centers for Disease Control and Prevention

**CDPH:** California Department of Public Health

**Cal/OSHA:** California Occupational Safety and Health Agency

**CDE:** California Department of Education

**CDSS:** California Department of Social Services

**HHS:** San Diego County Health and Human Services Agency

**SDCOE:** San Diego County Office of Education

**AAP:** American Academy of Pediatrics

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# ***Pandemic Coordination & Response***

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## **Pandemic Coordinator**

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The person responsible to implement and monitor this plan is: **Marilyn Rakow, School Nurse & Pandemic Coordinator** ([mrakow@sdfas.org](mailto:mrakow@sdfas.org)) reachable by phone at **858-456-2807 ext 309**. In her absence and in the following order: Division Directors, Director of Enrichment Programs, Front Office Manager, Head of School, and DFO.

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## **Response Team**

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The School Nurse & Pandemic Coordinator (designated SDFAS Liaison with local health authorities), Head of School, Director of Campus Operations, Dean of Faculty, Dean of Curriculum, Division Directors, Director of Marketing & Communications, Director of Enrichment, and School Counselor, as needed and as members of the School's COVID-19 Response Team, are together responsible among them for for coordinating and responding to COVID-19 concerns (and each authorized to act in the absence of the School Nurse & Pandemic Coordinator). As per above, staff, students, and parents will be instructed to contact them in the absence of the School Nurse & Pandemic Coordinator, to consult and verify protocols and their implementation, or respond to any COVID issue that arises.

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## **Responsibilities**

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- Document and track positive cases and exposures
  - Notify local health officials and provide them with the requested information, including lists of names, contact information, school functions for staff as needed
  - Notify parents when merited via phone, email, and/or the weekly newsletter “Echo” as detailed further below
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# ***Updated Policies, Protocols & Procedures***

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## **1. COVID Response and Communication Protocol**

### **1A. Symptomatic Students/Staff**

Parents are expected to ensure their students are asymptomatic prior to leaving home in the morning. Throughout the day students will be expected, if old enough, to self-monitor for signs of illness. Teachers and other SDFAS staff will also be closely monitoring students throughout the day for signs of illness.

#### ***Symptoms of COVID include:***

- Fever (temperature  $\geq 100.4F$ )
- Cough
- Shortness of breath
- Nasal congestion
- Runny nose
- Sore throat
- Nausea
- Vomiting
- Diarrhea
- Fatigue
- New loss of taste/smell
- New and unexplained headache
- Muscle or body aches
- Poor feeding or poor appetite.

#### ***Clearance following the onset of symptoms requires the following:***

1. A negative antigen test result obtained after the onset of symptoms
2. The student has been fever-free for 24hrs without the use of medications that lower a fever (acetaminophen/ibuprofen)
3. The student should wear a mask indoors until their symptoms have resolved entirely

### **1B. Protocol for Positive COVID-19 Cases on Campus**

#### ***Students and Staff***

Any student or staff member diagnosed with COVID must remain in isolation for 24 hours. They may return to school without the need of a negative covid antigen test result as long as they have been fever-free for the last 24hrs without fever-reducing medications, their symptoms are

mild, and their symptoms are improving.

Upon return they **must** wear a KN95 mask indoors through day 10 (excluding students less than 2 years old), and staff must eat lunch away from others. Students may remove their mask before day 10 if they have two sequential negative covid tests taken at least one day apart.

### ***Physician's note to return to Physical Education or Sports League (once authorized)***

It is recommended that all COVID-positive students obtain a letter from their doctor officially clearing them to resume physical activity and Physical Education class. This is because there have been cases of cardiac events after students have been diagnosed with COVID due to vascular inflammation.

### ***Siblings who are immediate household members of any COVID positive individual***

The sibling who has a covid positive person living in their household may attend school in person, and must be masked indoors for 5d following the start of the positive person's illness course.

### **1C. Communication Protocol: Positive COVID Cases & Close Contacts**

The below communications will be sent as soon as is feasibly possible, and in the following chronological order, dependent on the responsiveness of parents, contact tracing, and available information.

1. **Notification to SDFAS.** If you receive a positive COVID test result for your child, please call the school immediately at 858-456-2807 and email the school nurse.
2. **Communication #1: Containment.** Parents of the COVID positive student will be asked to keep the student at home until they have completed their required isolation and satisfied their return requirements.
3. **Contact Tracing.** Contact tracing will be conducted on an ongoing basis with the COVID positive student, their parents, and SDFAS staff to determine the extent of any exposure.
4. **Communication #2: Exposed Persons.** An email will be sent to the exposed students/staff detailing instructions regarding testing and masking requirements.
5. **Reporting:** County of San Diego Department of Public Health Services (if PK, also to CDSS community care licensing) will be contacted by the School Nurse & Pandemic Coordinator in their role as Country liaison.

### **1D. Close Contacts**

A "close contact" is a person who is determined to likely to have been in proximity to a COVID-19 positive individual occurred anytime between 48 hours before the COVID-19 positive individual's symptoms began (or, for asymptomatic COVID positive individuals, 48 hours prior to test specimen collection), or any time that the COVID-19 positive individual is required to be isolated, and the contact:

1. Has shared the same airspace as a COVID-19 positive individual for a cumulative total of 15 minutes or more over a 24-hour period; or

2. Had unprotected contact with the body fluids and/or secretions (including, but not limited to, being coughed on or sneezed on, sharing utensils, or drinking out of the same container) of a COVID-19 positive individual.

## **1E. SDFAS Protocol for Close Contacts on Campus**

### Close Contacts: STUDENTS

- Students may continue to attend school on campus.
- Students are strongly recommended to wear a KN95 mask indoors for 5d following the exposure (excludes students younger than 2 years old).
- Students should conduct an at home antigen test now and 5d following the exposure.
- Should they develop Covid symptoms at any time, they must test immediately, should go/stay home, and follow the SDFAS policy for symptomatic students

### Close Contacts – COVID POSITIVE CASE IN HOUSEHOLD

- The student/staff member who has a covid positive person living in their household may continue to attend school on campus
- The student/staff must wear a KN95 mask indoors for 5d following the start of the positive person's illness course
- The student/staff member should conduct an at home antigen test now and 5d following the exposure
- Should they develop Covid symptoms at any time, they must test immediately, should go/stay home, and follow the SDFAS policy for symptomatic students/staff

### Close Contacts – STAFF

- Staff members may continue to work on campus.
- Staff members should conduct an at home antigen test now and 5d following the exposure.
- Staff members are strongly recommended to wear a KN95 mask indoors for 5d following the exposure per OSHA requirements.
- Should they develop Covid symptoms at any time, they must test immediately, should go/stay home, and follow the SDFAS policy for symptomatic staff members

## **1F. Access to Plan and Training**

### ***Access to the updated COVID-19 Risk Mitigation Plan***

SDFAS will provide access to the School's updated COVID-19 Risk Mitigation and Response Plan (to the public and entire SDFAS community via the dedicated COVID-19 webpage accessible on the School's website through a button visible on the website's home page).

### ***Training prior to commencement of the school year and ongoing thereafter***

Faculty, staff, and parents will be trained prior to the commencement of the school year, and throughout the school year, on COVID prevention and risk mitigation policies, protocols and procedure, as well as how to effectively teach and train students in age appropriate ways that account for their differing levels of maturity and development.

## **1G. Information Sharing and Confidentiality**

### ***Overview***

Communication of information, reminders, and any important plan updates and reminders related to COVID-19 matters or the SDFAS Plan will occur through a variety of digital written or live virtual means. These methods will also be used to share information with, educate or inform all or certain groups from among our school community of stakeholders (as is appropriate given the nature of the information being shared or discussed). This will be done on a regular basis, and more specifically through the means of emails (and text messages for truly urgent alerts) to faculty, staff and parents, posting of information on our website and/or within the online Parent Portal accessible to parents, occasional sharing of videos with faculty and staff and/or parents, as well as by written communication and document sharing designed to inform and educate.

### ***Confidentiality***

SDFAS will maintain communication systems that allow staff and families to self-report symptoms and receive prompt notifications of exposures and closures, while maintaining confidentiality, as required by our state's constitutional clauses on privacy, HIPPA (if applicable), FERPA (if applicable) and any other related and applicable state or federal laws related to the privacy of student health and medical information and educational records.

## **1H. SDFAS Plan Compliance**

For compliance, time during division level faculty meetings as well as during administrative meetings will be dedicated to sharing observations about what is working well, not working as effectively as it might, and what needs improvement as concerns both students and faculty/staff and the degree of their compliance with protocols and procedures. Anecdotal information shared by students and employees as well as anonymous surveys may also be considered as a means to gather data. Information of this nature will inform the school's comfort level and degree of confidence with respect to the school's enactment of the SDFAS Plan at any given moment in time and, as deemed appropriate or necessary, make changes to it and/or further enhance the community's efforts. These will be used to understand any factors preventing or reducing compliance and help the school to have the data it will need to make any necessary changes after discussion about feedback received on both an administrative level and with faculty and staff.

## **1I. COVID-19 Workplace Investigations**

SDFAS will investigate any COVID-19 illness and determine if any work-related factors could



have contributed to risk of infection. Investigations will be coordinated by the school's designated COVID-19 Liaison (SDFAS School Nurse) and overseen by the Head of School. Should it be determined that any work-related factors contributed to the risk of infection, protocols will be updated and faculty, staff and parents will be trained again, as necessary.

## **1J. Managing Outbreaks**

### ***Overview***

The school will implement necessary processes and protocols for responding to outbreaks or suspected outbreaks in accordance with CDPH guidelines. An outbreak is defined as 3 or more cases that occur within 7 days and are epidemiologically linked.

In the case of an outbreak or suspected outbreak the school has designated a COVID-19 coordinator (SDFAS School Nurse) who will serve as liaison between the school and the local health authorities. She will be assisted as needed by the Head of School and/or Director of Campus Operations or in their absence by another senior administrator.

The SDFAS COVID-19 Liaison (or, if unavailable, the Head of School or his designee or any other member of the administrative team) will report information on any and all reported positive cases, in as timely a fashion as possible, to the County of San Diego Department of Public Health Service.

### ***Collaboration with County health authorities***

If there is a known or suspected outbreak in the school or if there are multiple laboratory confirmed cases of COVID-19 in multiple classes, grade levels or cohorts at the school, the school will work in coordination with County of San Diego local health authorities to plan and coordinate a situation-specific response to the outbreak that meets the needs of the school to the extent practicable while at the same time following specific instructions and/or requests for information issued by local health authorities in San Diego. SDFAS will conduct campus contract tracing and provide all relevant resulting information to local health authorities if and as requested.

## **1K. Preparation for Repeated Closures (Triggers and Protocols)**

### ***Overview***

SDFAS prioritizes in person learning and aims to prevent class and school closures if at all possible. SDFAS is prepared for the possibility of closures of classes, groups, sections of the campus or the entire campus when persons associated with the schools, on campus or in the community become ill with COVID-19.

Our school intends to work with County of San Diego public health officials to determine the necessity for switching to distance learning and will be following the recommended measures provided by the County of San Diego Epidemiology.

### ***Partial campus closure***

Certain classes/cohorts or sections of the campus may close if there are positive case(s) on campus in one or more class(es) or grade(s) or cases involving one or more teachers/staff members.

### ***Total campus closure***

The entire campus may need to close following CDPH guidelines if there are multiple cases in multiple classes/cohorts, or by order of the San Diego County Health Officer resulting from a public health investigation or other local epidemiological data warranting closure.

### **1L. External organizations and volunteers on campus**

All adults approved to be on campus (volunteers and individuals from external organizations) who provide services to SDFAS must comply with SDFAS COVID policy.

### **1M. Parents / Visitors on Campus**

#### ***Overview***

Visitors are allowed on campus without restriction.

#### **1N. Events**

Events are permitted on and off campus without restrictions.

## **2. Asymptomatic Surveillance COVID Testing**

At home antigen tests are available for parents to pick up from the front office by request. Should the covid cases on campus and in San Diego County increase, mandatory weekly surveillance testing may be implemented.

On campus antigen testing is not permitted unless parents come to campus to administer and interpret the test. School staff is not permitted to conduct or interpret covid antigen tests on campus per [CDPH](#).

## **3. Vaccination Policy**

### **3A. Students: *Vaccination is strongly encouraged***

COVID vaccines are now approved for all ages of our students, and vaccination is strongly encouraged but not mandatory. If you have questions regarding vaccine safety, please contact

the school nurse to discuss the risks and benefits for your student. SDFAS reserves the right to revisit or change this possible at its sole discretion at any time.

### **3B. Employees: Vaccination is strongly recommended**

The primary course of the COVID vaccine and boosters are strongly recommended for all employees. SDFAS reserves the right to revisit or change this possible at its sole discretion at any time.

## **4. Protocols for Individual Responsibility on Campus**

This policy may be modified when there are changes to the CDC, CDE, state, and/or local guidance regarding physical distancing protocols in schools. This policy will be in effect until local and state health officials provide guidance that such measures are no longer necessary.

### **4A. Preschool Classroom Structure**

The same teachers and staff will be with the same group of children each day to the greatest extent possible, and consistent with CDSS and local adult/child staffing ratios for preschool programs. It will not be practicable for the school to guarantee a designated substitute teacher / assistant teacher permanently and exclusively assigned to each one of the school's Preschool class groups. Substitute teachers or assistant teachers will be permitted to substitute in different groups on different days.

### **4B. Cohorts**

Students and staff across grade levels and divisions are able to interact without restriction. Cohorts may be created and maintained as the school deems necessary based on the covid cases on campus and in San Diego County.

### **4C. Physical Distancing**

Students will be encouraged to physically distance to the degree feasible and reasonable (not necessarily 6ft), especially when eating, and when lining up for any reason and including the lunch line.

### **4D. Access to the Campus: Entrance and Egress**

The School will have multiple entry and exit points to promote physical distancing while mitigating traffic flow issues. Students will be assigned to enter and exit at specific entry each school day and at staggered times.

### **4E. Handwashing & Hygiene**

On the SDFAS campus, teachers and staff will build and reinforce routines for washing and sanitizing of hands before and after recess and lunchtime and anytime they use the restroom. Staff will model proper handwashing techniques, teach in age appropriate ways about how to do

it and the reasons for doing it, and reinforce handwashing throughout the day. Teachers and staff will also explain, teach about, model and frequently reinforce other essential healthy hygiene practices, and will implement cleaning and disinfecting practices for frequently used or touched surfaces, spaces, or items (such toys or other school materials that are difficult to prevent multiple individuals from using or touching).

#### **4F. Masks**

Parents should discuss proper use of masks with their children, and have children practice wearing masks prior to returning to campus. The School will have disposable masks available to students upon request, when masks are required per the SDFAS COVID policy, or whose mask becomes soiled or damaged while at school.

Masks that no longer cover the nose and mouth, do not stay on the face, are soiled, or have holes or tears are not acceptable and must be discarded.

##### ***Masks for students***

PK-8th Grade Students. Masks are strongly recommended for PK-8th grade students indoors. Masking will be required for students who are returning to school after being positive, and if they are a household close contact. In these instances masks must be worn indoors for 5d.

Preschool students in particular. In PK, staff will reinforce the rule in age-appropriate ways, assist students in-age appropriate ways, train students in age-appropriate ways, and collaborate closely with parents, all while keeping in mind CDSS guidelines as concerns the protection and safety of young children.

Students less than 2 years of age. Masks are neither recommended nor required.

##### ***Masks for staff***

Masks are strongly recommended for all staff indoors, especially following an exposure.

##### ***Face coverings for students with medical conditions or disabilities***

Students with medical conditions or disabilities that prevent them from being able to wear a mask will be provided with accommodations; this determination will be made on a case-by-case basis consistent with the School's policy on reasonable accommodation of students.

##### ***Safety monitoring of masking***

SDFAS employees are directed to monitor the use of masking for students who are 8 years of age or younger to ensure that they are able to breathe without choking or suffocating.

#### **4G. Posting and Distribution**

The School will have signs posted at conspicuous places at campus entrances that instruct students, parents, and other visitors not to enter if they are experiencing symptoms associated with COVID-19 (e.g., cough, shortness of breath or difficulty breathing, and/or more of the

following: fever, chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell, or any other symptom associated with COVID-19 identified by the CDC.

#### **4H. Campus Cleaning and Disinfecting**

The School and each of its employees serve a critical role in promoting the safest, healthiest, risk-mitigated school and workplace that the school is able to achieve. The school's Director of Operations is responsible for overseeing third party custodial workers on campus and for communicating regularly with third party management to report problems and develop cleaning and disinfecting tasks and routines the are best suited for our school and include establishing times for other types of recurring or occasionally needed custodial work or special-situation cleaning and disinfecting work.

To carry out the school's cleaning and disinfecting protocols, the school will use, and will provide for the use of soap and water and cleaning and disinfectant products approved for use against COVID-19 the Environmental Protection Agency (EPA)'s "List N: Disinfectants for Use Against SARS-CoV-2" and labeled to be effective against emerging viral pathogens. The school will make efforts to the extent practicable to select and make available cleaning and disinfectant products on EPA-List "N" that use asthma-safe ingredients.

When choosing disinfecting products, the school's employees and its third party custodial staff will only use cleaning and disinfecting products approved for use against COVID-19 on the Environmental Protection Agency (EPA)-approved "N" list and follow product instructions. To reduce the risk of asthma and other health effects related to disinfecting, SDFAS staff and the school's third party contractor for custodial workers, will be directed to select disinfectant products on list "N" and with asthma-safer ingredients to the extent practicable and as recommended by the US EPA Design for Environment program. The school and its third party custodial staff will avoid products that contain peroxyacetic (peracetic) acid, sodium hypochlorite (bleach) or quaternary ammonium compounds, which can cause asthma. SDFAS employees and third party custodial staff will follow label directions for appropriate dilution rates and contact times.

#### ***School Bus***

Trained SDFAS staff or third party custodial staff will be responsible for cleaning and disinfecting frequently touched surfaces on the school buses before and after each use. Examples of frequently-touched surfaces within school vehicles include, but are not limited to, door handles, seatbelts, seats, steering wheels, and window buttons. Effective, safe list "N" disinfectants will be used as directed and kept away from students. On each of our school buses, SDFAS will provide disposable disinfectant wipes, hand sanitizer for the driver and for students to use upon entering and leaving the bus, disposable gloves, and a no-touch trash can. For staff responsible for cleaning and disinfecting the bus, the school will train the employee(s) and provide them with appropriate PPE as set forth in the school's updated Injury and Illness Protection Program (IIPP) so that employees can safely complete these responsibilities.

As concerns air quality and ventilation on the bus, outside fresh air can circulate, weather permitting, by the driver opening some or all of the windows on the bus before students board (closing and disinfecting touched surfaces after each use). See "5F. Masks" for masking policy. The school bus is treated the same as an indoor classroom environment. There will be no

"occasional" or "single-ticket" riders until further notice.

### ***Classrooms***

SDFAS staff (teachers and assistant teachers as well as maintenance and facilities staff or a third party custodian as needed or directed) will be responsible for cleaning and disinfecting frequently touched surfaces in and around classrooms and other work spaces, including but not limited to door handles, light switches, sink handles (for classrooms that have sinks, as is the case in a number of SDFAS classrooms that will be designated for kindergarten and lower elementary students), bathroom surfaces, tables, student desks and chairs. SDFAS teachers and assistant teachers will be trained in how to effectively and safely clean and disinfect surfaces and provided with the supplies, products and PPE (notably, disposable gloves) required to do so.

### ***Offices***

As concerns cleaning and disinfecting of offices and areas in and around office spaces, administrators, staff members, and teachers/assistant teachers who use offices will be trained and directed as described above for teachers and assistant teachers. Supplies such as sanitizing wipes and a no-touch trash can will be made available.

### ***Deep cleaning and disinfecting.***

The school's contracted third party cleaning and disinfection company has the capacity to provide deep cleaning and disinfection services if and when needed or desirable and in short order and when requested by the school, including furnishing the equipment, disinfection supplies, required PPE and cleaning personnel trained in deep cleaning and disinfecting processes. Deep cleaning and disinfecting processes, such as atomized fogging and electrostatic spraying, go beyond spray misting and wiping in their degree of effectiveness. Availability of electrostatic spraying or atomized fogging services when appropriate.

## **4I. Ventilation**

### ***Overview***

The best way to accomplish this on most days of the year within the climate we enjoy here in San Diego is to introduce fresh outdoor air into spaces being cleaned or disinfected to the degree feasible; for example, by opening windows where practicable. When cleaning and disinfecting, SDFAS employees and contracted third party custodial workers will be directed to air out the spaces recently worked on before children arrive. They will also be instructed not to do thorough types of cleaning and disinfecting when children are present. In SDFAS spaces with HVAC systems that permit it or in rooms using air conditioning systems that allow for it, SDFAS employees and contracted third party custodial workers will be directed to use the setting that brings in outside air.

Baseline ventilation protocols on campus:

- Indoor air filters available for each classroom

- Windows and doors are open as much and as often as feasible
- MERV 13 air filters installed in the air ducts
- Lunch held outside school-wide and daily except in the event of rain

### ***Corsi-Rosenthal Boxes***

Corsi-Rosenthal Boxes will be available for every classroom to optimize the quality of indoor air. They are built with HVAC filters, and the fans will run on high to ensure many room air exchanges per hour to optimize effectiveness. HVAC filters will be changed at least every 6 months.

### ***Upgrade of HVAC filters on campus where feasible***

SDFAS will check and regularly replace air filters and filtration systems in all applicable HVAC systems so as to enhance air quality in spaces serviced by such systems. In the same HVAC systems, SDFAS will install, and replace per industry guidance during the COVID-19 health crisis, CDC-recommended Merv-13 heating and air conditioning filters. Please note that HEPA (high-efficiency particulate arrestance) filters cannot be used in these HVAC systems due to incompatibility with our HVAC system specifications.

## **5. Students or Employees with Special Needs**

### ***Overview***

The school has developed a plan to further support students or employees with access and functional needs who may be at increased risk of becoming infected or having unrecognized illness due to COVID-19. Students with health-related modification needs have been or will be identified. Division Directors, School Nurse, Office Manager, and Teachers all regularly invite parents to remain in ongoing contact. Parents and students regularly avail themselves of these opportunities within our tight-knit school community allowing for a high degree of individualized communication, collaboration, and personalized attention for students and their families. Students in these situations will be accommodated and supported to the greatest degree possible through adaptations and adjustments put in place for them by the teachers or administrators who work most directly with them and know them the best.

Groups who might be at increased risk of becoming infected or having unrecognized illness include the following:

### **5A. Trouble understanding or enacting**

Individuals who have trouble understanding information or practicing preventive measures, such as hand washing and physical distancing. For all students, essential information and training (verbal and written) will include explanations in both English and French to ensure comprehension by all students, parents and employees within our bilingual school community. One-one-one modeling and the repeated use of visual and auditory materials will also be used to communicate and reinforce essential information about these topics.

### **5B. Unable to communicate**

Individuals who may not be able to communicate symptoms of illness. While in our bilingual community there are certain students, parents and employees who speak in either English or French at varying levels of proficiency, communication is not an issue given the very large majority of students, faculty and staff who are more than functionally proficient in both languages. If a student does not communicate in advance of our concern that the student may not be feeling well during routine health checks or at another other point during the school day, the student will be asked to see the nurse and if warranted the school will then immediately contact parents/guardians.