



GILLISPIE SCHOOL'S COVID-19 SAFETY PLAN (CSP) FOR IN-PERSON SUMMER CAMP

(June-August 2021)

INTRODUCTION

The goal of the GILLISPIE SCHOOL'S COVID-19 SAFETY PLAN FOR IN-PERSON SUMMER CAMP is to maintain on-campus Summer Explorers Camp with students in the summer of 2021.

In writing this plan we have sought guidance from the California Department of Public Health (CDPH), the California Department of Education (CDE), Community Care Licensing Division (CCLD), the Centers for Disease Control and Prevention (CDC), San Diego County Health and Human Services Agency (HHSA), Public Health Services, and San Diego County Office of Education (SDCOE). A task force that includes administrators, faculty, staff, board members, and parents meets regularly and consults with specialists in medical, legal, and facility industries to respond to new information regarding COVID-19.

GENERAL MEASURES

Gillispie School's COVID-19 Prevention Plan is posted on the School's website and includes links to relevant information such as the [CDPH Guidance for the Use of Face Coverings, policy for handling exemptions, proper hygiene practices, and distancing protocols as described by the CDPH](#), San Diego Department of Public Health (SDDPH) and CDC. Also included are guidelines if an outbreak were to occur. This includes isolating the individual, working with our designated SDDPH official, contacting those who may have had close contact with an infected individual, and investigating the worksite to see what changes need to be made.

PHYSICAL DISTANCING

These plans describe how space and routines will be arranged to allow for the physical distancing of students and staff, in accordance with California Department of Public Health Guidance ([COVID-19 Industry Guidance: Schools and School-Based Programs](#)).

Physical distancing will be enforced per CDPH mandates while on Gillispie's campus.

Drop-Off and Pick-Up Protocols:

Elementary campers will enter and leave the campus on the Girard Avenue side of the School. Early Childhood campers will use the Fay Avenue side to enter and leave the School. For arrivals, all campers will go directly to their classrooms after being signed in through the ProCare app. For departures, all campers will be held in classrooms until called to the car lines.

Parents will not be allowed on campus unless they are picking up a sick child. Non-essential service providers will not be allowed inside school buildings.

In classrooms with windows and doors open to maximize cross ventilation when possible, elementary campers will be seated at least three feet from each other. Teachers' desks will be at least six feet apart from campers. Teachers will be provided face shields and clear partitions for their desks as requested.

Students will bring their own snacks and lunches from home and neither food nor utensils will be shared. Birthday and other party treats will not be permitted. Lunch and snack will be held outdoors.

The use of outdoor space, including the sport court, Pirtle Field, Outdoor Classroom spaces, Art Garden, and the lunch table area will be maximized to ensure that campers do not stay indoors for long periods of time.

STABLE GROUPS

Students will be kept in small, stable, groups with fixed membership that stay together for all activities and minimize/avoid contact with other groups or individuals who are not part of the group.

To minimize the number of individuals that any student or teacher has contact with each day, each elementary and early childhood camp will act as a stable group. Each group has been assigned a specific bathroom.

FACE COVERINGS AND OTHER ESSENTIAL PROTECTIVE GEAR

California Department of Public Health's ([COVID-19 Industry Guidance: Schools and School-Based Programs](#)) face-covering requirements will be satisfied and enforced.

The main role of a face-covering is to reduce the release of infectious particles into the air when someone speaks, coughs, or sneezes, including someone who unknowingly has COVID-19 but feels well. CDPH recommends the use of disposal 3-ply surgical masks which are more effective than cloth face coverings. Staff handling or serving food must use gloves in addition to face coverings.

Students in elementary camps will be required to wear masks at all times while indoors. Students will not be required to wear masks while outdoors unless physical distancing is not possible. Students and staff on campus will be reminded not to touch their faces and to frequently wash their hands. Those exempt from wearing masks will also be trained on hygiene protocols. Students who are not exempt from wearing masks but choose not to do so will not be permitted to stay in camp.

Students in early childhood

Students will be directed on where to store their masks while eating and/or outdoors while physically distanced. Gillispie will provide masks for campers who soil theirs during the school day or have forgotten to bring theirs from home.

Staff will wear face coverings in accordance with [CDPH guidelines](#) and will provide their own choice of mask. Teachers have been provided clear face shields to be used when educationally appropriate and when physical distancing is possible. Gloves will also be used when staff is performing tasks such as dispensing hand sanitizer to children under the age of 9 or dealing with bodily fluids.

How to wear a face covering:

- [Wash your hands](#) or use hand sanitizer before putting on your face covering
- Put it over your nose and mouth and secure it under your chin
- Try to fit it snugly against the bridge of your nose and the sides of your face
- Make sure you can breathe easily

How to remove your face cover:

- Untie the strings behind your head or stretch the ear loops
- Handle the face-covering only by the ear loops or ties
- Fold outside corners together
- Be careful not to touch your eyes, nose, and mouth when removing and wash hands or use hand sanitizer after removal
- Wash your face covering (if not a disposable one) in your washing machine or by hand following CDC guidelines.

[Exemptions for wearing a face covering:](#)

- Anyone who has a documented medical condition whereby a mask may obstruct breathing, anyone who is unconscious or incapacitated, and anyone who is otherwise unable to remove the face covering without assistance is exempt from wearing a face covering.
- All staff members who are exempt from wearing a cloth covering must wear a face shield.
- A cloth face covering or face shield should be removed for meals, snacks, nap time, outdoor recreation, or when it needs to be replaced. When a cloth face covering is temporarily removed, it will be in the students' labeled bag until it needs to be put on again.

Persons exempted from wearing a face-covering due to a medical condition who are employed in a job involving regular contact with others 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.

CLEANING AND DISINFECTION

Shared surfaces will be regularly cleaned and disinfected.

Gillispie's staff and hired professional custodians will clean and disinfect high contact surfaces such as door handles, light switches, sink handles, bathroom surfaces, tables, and teacher/student desks and chairs. The Nurse's Care Room for minor injuries and staff workspaces will be wiped down throughout the day, and there will be a designated Isolation Room for those suspected of having COVID-19 per [CDC guidelines](#).

Gillispie uses [disinfecting products as approved by the EPA-approved list "N"](#) and will continue to avoid products that exacerbate asthma. Products with Hydrogen Peroxide as the active ingredient and disinfectant foggers with hypochlorous acid will be used. Electrostatic handheld sprayers will also be utilized. Gillispie will provide workers training on the chemical hazards, manufacturer's directions, Cal/OSHA requirements for safe use, and as applicable and as required by the Healthy Schools Act. Staff will be provided recommended protective equipment when applying disinfecting chemicals including gloves, eye protection, respiratory protection, and other appropriate protective equipment as required by the product instructions. Chemicals will be kept out of reach of children.

All classrooms have operable windows and doors that will allow cross ventilation of fresh air. HVAC system filters have been upgraded to M13 and are being changed regularly. UV light on coil has been installed to keep the system sanitary. HVAC systems are set with dampers open to bring in fresh air. Proper ventilation will occur during cleaning and disinfecting.

Drinking fountains have been disabled and touchless water bottle filling stations have been installed. Students will be required to bring reusable, non-glass water containers from home.

HEALTH SCREENINGS FOR CAMPERS AND STAFF

Campers and staff will be screened for symptoms of COVID-19 and ill campers or staff will be separated from others and sent home immediately. Decisions regarding exclusion, quarantine, and isolation are made using the [SDCOE COVID-19 Symptom Decision Tree](#).

Students and all staff members will be given a health screening before entering campus, which includes screening questions asked through a mobile app. Questions such as: "Have you/your child displayed COVID-19 symptoms?" and "Have you/your child come in contact with anyone who has tested positive for COVID-19 in the past 14 days?" will be asked. The mobile app fulfills sign-in requirements and assists in the tracking of student illness.

During the screening, elementary campers, employees, and parents/caregivers are required to wear masks. Students and staff will be given masks if theirs have been inadvertently forgotten. Any student or

staff member with a temperature above 100.0 degrees or exhibiting any symptoms of COVID-19 must stay home. Symptoms include:

- Fever of 100 degrees or more
- Chills
- New cough, nasal congestion, or runny nose
- Shortness of breath or difficulty breathing
- Fatigue
- New muscle or body aches
- Headache (if abnormal for you)
- New loss of taste or smell
- Sore throat
- Nausea, vomiting or diarrhea
- New rash (for campers)

Once the screening has occurred, campers proceed directly to their classroom and are provided hand sanitizer upon entry.

Parents are encouraged to screen their children for symptoms at home before school and must notify the School if a child showed symptoms or has taken any fever-reducing medication in the past 24 hours. Children and staff will be monitored throughout the day for any possible signs of illness. If a child is found to have a fever during the day or displays other symptoms of illness, the parents will be notified immediately and the child will need to be picked up within one hour and may not return to camp the next day. The student will not be allowed to return until the conditions of the COVID Decision Tree are met.

To support children and staff who are exhibiting COVID-19 symptoms, an isolation room has been identified and equipped to serve campers and staff. If a student becomes ill on campus, s/he will be immediately masked, moved to an isolated room, and monitored.

For campers exhibiting COVID-19 symptoms, parents will be notified immediately to pick up their child. If a parent is not available, an individual on the child's emergency card may be notified. Any staff member who becomes ill will leave campus immediately. For any serious illness, including severe symptoms of COVID-19 (i.e., bluish lips or pressure in the chest) as cited on the [CDC website](#) that would require ambulance transportation, 911 will be called.

Sick staff members and campers will be directed to contact their health care provider and follow the [CDC home isolation protocols](#) and the COVID Decision Tree criteria.

Visual wellness checks will be conducted throughout the day by teachers, and individuals not appearing well will be sent to the Director of Health and Safety for further evaluation. If a student is exhibiting COVID-19 symptoms, the Director of Health and Safety will refer to the student's health record and communicate/confer with the parent/caregiver to further her understanding of the child's symptoms.

HEALTHY HYGIENE PRACTICES

Handwashing stations and hand sanitizer will be available and their use will be promoted and incorporated into routines.

To help minimize the spread of COVID-19 and other communicable diseases, Gillispie has put the following protocols into place:

[Handwashing](#) has shown to be one of the most effective methods for lessening the transmission of communicable diseases. Thus, campers and teachers will be trained to practice proper and repeated 20-second hand washing. When handwashing isn't practical, fragrance-free, ethyl alcohol-based (at least 60%) hand sanitizers will be available in classrooms and hallways. Teachers for children under the age of 9 will dispense hand sanitizer for their campers.

Campus members are encouraged to [wash their hands/use hand sanitizer](#) at the start of the school day; before and after eating; after coughing or sneezing; after classes where they handle shared items; and before or after using the restroom. Students will also be taught how to [effectively use tissues for coughs and sneezes](#). Signage in bathrooms and classrooms, videos, and morning meeting announcements will remind campers of [appropriate hygiene practices](#).

To facilitate the practice of handwashing, every room used by the camp is equipped with a sink which can be used in addition to bathroom sinks.

Students and teachers will have access to soap, fragrance-free, ethyl alcohol-based (at least 60%) hand sanitizers, paper towels, tissues, gloves, and touchless trash cans.

IDENTIFICATION AND TRACING OF CONTACTS

The school has a designated staff person to support contact tracing, such as creation and submission of lists of exposed campers and staff to the local health department and notification of exposed persons.

Any positive cases of COVID-19 will be reported to San Diego County's Public Health Department officials. Exposed staff and families will be notified while maintaining confidentiality as mandated by state and federal laws.

Gillispie will investigate on-campus COVID-19 illnesses and exposures in order to improve workplace conditions and update its procedures and protocols accordingly. To prevent further cases, the School will review [Responding to COVID-19 in the Workplace](#) for guidance and recommendations in establishing a plan to identify cases, communicate with workers and other exposed persons, and conduct and assist with contact tracing.

All Gillispie School staff and families will be asked to self-report symptoms or exposure. The Director of Health and Safety/Pandemic Coordinator will be the staff liaison responsible for responding to COVID-19 concerns. She will convey relevant information to the Head of School or Director of Finance & Business Operations, who will maintain communication with the community and provide prompt notifications of exposures and closures. The Head of School (or her designee) or Director of Health and Safety will notify outside entities (i.e. SD County Department of Public Health) of COVID-19 related matters, including if a community member has been exposed to or diagnosed with COVID-19. Confidentiality will be maintained.

In accordance with the requirements set forth in Title IX of the Education Amendments of 1972 (Title IX), Gillispie rigorously enforces its Policy Against Discrimination and Harassment. Gillispie School is

committed to maintaining an educational environment and workplace that is free from discrimination, harassment, and bullying, and strictly prohibits discrimination and harassment based on race, color, national or ethnic origin, ancestry, religion, age, gender, gender identity, gender expression, sex, sexual orientation, transgender status, marital status, registered domestic partner status, pregnancy status, military or veteran status, physical or mental disability, or on any other basis protected by federal, state, or local law. Any employee or student found to be responsible for discrimination or harassment in violation of this policy, under which COVID-19 status falls, will be subject to disciplinary action up to and including termination from the School.

TESTING OF CAMPERS AND STAFF

Campers and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be required to get tested as soon as possible. Unvaccinated staff will be tested periodically to detect asymptomatic infections.

Testing for SARS-CoV-2 provides an additional tool to support safe and successful in-person instruction. Testing can allow for early identification of cases and exclusion from school to prevent transmission. However, it is not a stand-alone approach to prevent in-school transmission. A negative test provides information only for the moment in time when the sample is collected. Individuals can become infectious shortly after having a negative test, so it is important to maintain all other mitigation strategies even if a recent negative test has been documented.

Gillispie School follows the recommendations as they appear in the [COVID-19 Symptom Decision Tree](#) in regard to symptomatic, response, and asymptomatic testing as defined below. Gillispie requires and uses PCR testing.

Symptomatic testing: School guidance requires that individuals stay home and isolate in case they are infectious. The guidance includes the possibility of return to school in the case of a negative test for SARS-CoV-2 and 24 hours after fever is resolved and symptoms are improving. The School instructs families to receive symptomatic testing from their health care providers or at County testing sites.

Response testing: Response-based testing can be provided for symptomatic individuals or for asymptomatic individuals with known or suspected exposure to an individual infected with SARS-CoV-2. The School instructs families to receive response testing from their health care providers or at County testing sites.

Asymptomatic testing: Asymptomatic testing is used for screening to identify asymptomatic or pre-symptomatic cases, in order to exclude cases that might otherwise contribute to in-school transmission. All Elementary campers are required to provide negative COVID test results taken up to four days before the start of their first session and any other non-consecutive sessions. Students attending consecutive sessions are not required to retest. All unvaccinated employees are tested every two to three weeks.

Any positive cases of COVID-19 will be reported to San Diego County's Public Health Department officials, and exposed staff and families will be notified while maintaining confidentiality as mandated by state and federal laws. The following steps will be taken:

- In consultation with the local public health officials, the head of school may consider whether facility closure is warranted and for how long, based on the risk level within the surrounding community as determined by the local public health officer.
- In accordance with standard guidance for isolation at home after close contact, the classroom or office where the COVID-19 positive individual resides will need to be closed temporarily as campers or staff isolate.
- Additional close contacts at school outside of the classroom should also isolate at home.
- Additional areas of the school visited by the COVID-19 positive individual may also need to be closed temporarily for cleaning and disinfection.
- COVID-19 positive staff and/or campers will be notified regarding when it is safe to return to camp/work.

If a staff member or student receives a diagnosis other than COVID-19 (such as norovirus, strep throat, etc.) that explains the symptoms and COVID-19 is ruled out with a negative PCR test, they must stay home until:

- They are fever free for 24 hours without fever-reducing medication and symptoms have improved
- A doctor's note identifies the disease and clears them to be able to be at school

A signed note from a licensed physician who manages a student's chronic condition will be accepted if it contains the following information:

- The note confirms the diagnosis (cites labs, date of record when diagnosed)
- Includes provider's contact information
- Explains how symptoms are unrelated to COVID
- Is accompanied by signed consent for the school to interact with the primary care provider.

COMMUNICATION PLANS

The school will communicate with staff and parents about cases and exposures at the school, consistent with privacy requirements such as FERPA (Family Educational Rights and Privacy Act) and HIPAA (Health Insurance Portability and Accountability Act).

Gillispie's communication systems include regular electronic updates and special notices, automated text/voice messaging through our emergency system, and one-to-one phone calls. Activating the appropriate method given the situation, we will promptly notify families and employees of exposure at school and potential school closures to include outreach to the school community while maintaining privacy. Parents, teachers, staff, and students will be reminded of the importance of community physical distancing measures while a school is closed, including discouraging students or staff from gathering elsewhere.

The Director of Finance & Business Operations will continue to provide information to employees regarding labor laws, leaves, disability insurance, and other labor postings including the provisions outlined in the Families First Coronavirus Response Act.