



September 10, 2020

RE: Submittal of Waivers for Grades TK-6 In-person Schooling

Dear District Superintendent, Charter School Director, or Private School Head of School:

In counties within the purple tier (the most restrictive and where Yuba and Sutter counties currently are placed), the California Department of Public Health (CDPH) issued guidance allowing a district superintendent, private school principal/head of school, or executive director of a charter school (hereinafter superintendent) to apply for a waiver from the local health officer to open an elementary school for in-person instruction when the case count is less than 14.2 new cases per 100,000 on average (equivalent to the previous <200 new cases/100,000 in 14-days). Both Sutter County and Yuba County are near that level at 14.3 and 14.4 new cases per 100,000 daily respectively.

***As of today, I will be accepting waiver submittals for Yuba County and Sutter County. The waiver is applicable only for grades TK-6, even if the grade configuration at the school includes additional grades.***

The waiver must be submitted to me, the Bi-County Health Officer, at [yubasutterschool@co.yuba.ca.us](mailto:yubasutterschool@co.yuba.ca.us) and will be reviewed in the order they are received. If adjustments are needed, the school will be contacted directly. I will also review the application and reopening plan (along with local community epidemiological data), make a determination whether to grant or deny the waiver, and consult with CDPH regarding that determination. It should be noted that elementary schools may not open for in-person instruction until they have been notified of approval of a submitted waiver from the Bi-County Health Officer.

Included with the waiver, the superintendent must submit to the Bi-County Health Officer for Yuba County and Sutter County evidence of (1) consultation with labor and parent organizations and the *outcome* of the consultation and (2) publication of the elementary school reopening plans on the website of the local educational agency (or equivalent) at the same time the waiver is submitted. Please provide link or print screen of the website publication.

In order to apply for a waiver, please complete and submit the attached Application Cover Form. As a reminder, an application must contain:

- Attestation that the superintendent (equivalent or designated staff) has consulted with all parent and labor organizations at each school site for which an application is being submitted, and the *outcome* of the consultation. If no labor organization represents the school site staff, then consultation with school site staff is sufficient.

- Confirmation that elementary school reopening plans have been published on the website of the local educational agency (or equivalent). Reopening plans must address the components in the CDPH guidance for schools and school-based programs (which are also listed in the attached Application Cover Form).

Applications and all supporting documents are to be submitted to the Bi-County Health Officer at [yubasutterschool@co.yuba.ca.us](mailto:yubasutterschool@co.yuba.ca.us). Once submitted, please expect an approximate two week turn-around time.

All submitted waivers will be published on the below CDPH's link as approved or denied.

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/ElementarySchoolWaiverConsultations.aspx>

Sincerely,

Phuong Luu, MD, MHS, FACP

Bi-County Health Officer

Yuba County and Sutter County

## **Waiver Application Cover Form**

*(for use by a Local Education Agency or equivalent)*

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 (Local Educational Agency or Equivalent): \_\_\_\_\_

School Type: \_\_\_\_\_

\_\_\_\_\_ Traditional Public School

\_\_\_\_\_ Charter School

\_\_\_\_\_ Private, Independent, or Faith-Based School

Number of schools: \_\_\_\_\_

Enrollment: \_\_\_\_\_

Superintendent (or equivalent) Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Grades/Number of Students Proposed to be Reopened:

TK      K      1<sup>st</sup>      2<sup>nd</sup>      3<sup>rd</sup>      4<sup>th</sup>      5<sup>th</sup>      6<sup>th</sup>

Date of Proposed Reopening: \_\_\_\_\_

Name of Person Completing Application: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## I. Consultation

Please confirm consultation with the following groups:

Labor Organization

Name of Organization(s) and Date(s) Consulted & Outcome of Consultation

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Parent and Community Organizations & Outcome of Consultation

Name of Organization(s) and Date(s) Consulted:

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

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## 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.
- 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.
- 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.

- Face Coverings and Other Essential Protective Gear:** How CDPH's face covering requirements will be satisfied and enforced.
- 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.
- Healthy Hygiene Practices:** The availability of handwashing stations and hand sanitizer, and how their use will be promoted and incorporated into routines.
- 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.
- Physical Distancing:** How space and routines will be arranged to allow for physical distancing of students and staff.
- Staff Training and Family Education:** How staff will be trained and families will be educated on the application and enforcement of the plan.
- 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.
- 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.
- 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.

**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-19/Schools%20Reopening%20Recommendations.pdf>