

From: The Adda Clevenger School, 180 Fair Oaks Street, San Francisco, CA 94110

To: San Francisco Department of Public Health, Local Health Officer,
email: schools-childcaresites@sfdph.org

Subject: Adda Clevenger School Re-Opening Application and Plan, revised to include TK-8th Grades

Original Submission Date: August 31, 2020

Re-Submission Date: September 8, 2020 (per SFDPH instructions 9/8/2020)

Original Desired Opening Date: September 8, 2020

Revised Desired Opening Date: September 14, 2020

Executive Summary:

With fewer than 140 students across all grades TK-8, the entire Adda Clevenger School ("School") is smaller than a single grade level at many other schools. With 20,000 square feet in our main school building and two large outdoor play areas, we are able to provide ample room for all our students to maintain the required physical distance. Our families are voluntary participants in our program and have agreed to be bound by legal contract to abide by the rules and procedures set forth by the School, including and not limited to those pertaining to the health and safety of their children while on campus. Our legally binding enrollment agreement allows us to separate families for non-compliance with School rules and procedures, a provision we have made use of in the past when necessary. In short, we have the means as well as the precedent to exercise a high level of control over our campus environment. A copy of the School's reopening plan is published on our website at <http://www.addaclevenger.org>.

We have consulted with families and staff by electronic survey. Of the school's 104 families, 101 families responded to our survey, with 85% of families supporting resumption of in-person classes on August 24th. ([Link to survey results.](#)) This overwhelming support is not surprising. As one of the lowest-priced independent schools in San Francisco with a full 8am-5pm school day, the demographic of the Adda Clevenger School comprises largely middle-class families with working parents. Many of our families do not enjoy the luxury of being able to closely supervise their children at home during the full school day/workday. Children are safer and better served in an on-campus setting where they can be continuously and closely supervised, where health and safety protocols can be established and maintained, and where their physical, social, academic and emotional health and development is monitored by multiple educational professionals who are also mandated reporters.

Adda Clevenger School has implemented all safety guidelines stipulated by the San Francisco Department of Public Health to date. We have successfully operated 9 weeks of summer camp under the published SFDPH guidelines. For the new school year, we have created a schedule which permits each grade to arrive and leave by separate entrances at separate times and to

utilize the separate hygiene facilities (bathrooms and wash stations) as separate groups. We have re-purposed our special subject classrooms (art, science, drama) to function as grade level classrooms so that each grade level is able to conduct their academic classes in the same classroom. We have likewise staggered lunch and snack periods so that no more than one group is on one outdoor playground space at a time.

Prior to the beginning of the school year, 74% of faculty and staff polled supported the return to in-person classes. ([Link to preliminary survey results.](#)) In a follow-up poll following the first week of distance learning with teachers present at school and teaching remotely, 88% of faculty and staff supported the School's application to commence in-person instruction ([Link to follow-up survey results](#)). To accommodate students who will continue to learn from home, we have purchased the audio-visual technology to allow students who continue to learn from home to join the live classes online in real time. We have hired additional faculty to support students who learn from home as well as to provide additional support for teachers who may be unable for reason of disability to resume on-campus teaching. We have validated our distance learning program by successfully offering online instruction to all students in grades TK-8 since the first day of school on August 24, 2020.

Adda Clevenger School has contracted with [My Doctor Medical Group](#) to test 100% of faculty and staff for COVID-19 on a monthly basis. The School covers the cost of all testing. On August 28, following 8 days of on-campus instruction under strict observation of all required and recommended health and safety guidelines, 100% of faculty and staff tested NEGATIVE for COVID-19. On an ongoing basis, 100% of all faculty and staff will be re-tested on a monthly basis, which exceeds the minimum requirements as per SFDPH guidance.

We respectfully submit that the structure, organization and process of the School support this request to waive the current restrictions on in-person, on-campus learning. Upon request, the School is prepared to provide additional information to assist the SFDPH in considering this application for a waiver.

School Reopening Plan: Mitigation Measures Implemented:

1. Cleaning and disinfection
 - a. Cleaning and disinfecting of common spaces (restrooms, stairwells) is conducted daily on schedule by School custodial staff in accordance with CDC's, "[Cleaning and Disinfecting Your Facility](#)" and SFDPH cleaning and disinfection guidelines under "[Cleaning Recommendations](#)."
 - b. Surfaces and objects that are frequently touched, especially toys and games, are routinely cleaned, sanitized, and disinfected. This includes doorknobs, light switches, classroom sink handles, countertops, nap pads, toilets, desks, chairs, cubbies.
 - c. If surfaces are visibly dirty, they are cleaned using detergent and water before disinfecting them.
 - d. Cleaning products are used according to the directions on the label and in accordance with disinfectant on EPA's list of products that are effective against

coronavirus, <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>. Most household disinfectants are effective.

- e. EPA-registered disposable wipes are provided to custodial staff, if possible (otherwise spray bottle solution and paper towels, to wipe down commonly used surfaces such as keyboards, desks, and remote controls before use, in accordance with <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html>.
 - f. All cleaning materials are kept secure and out of reach of children.
 - g. Adequate ventilation is ensured when using these products to keep children and staff from inhaling toxic fumes.
 - h. Toys that cannot be cleaned and sanitized are not used in the School.
 - i. Toys that students have put in their mouths or that are otherwise contaminated by body secretions or excretions are set aside. They are cleaned by hand while wearing gloves. They are cleaned first with water and detergent, rinse, then sanitized with an EPA-registered disinfectant, and air-dry.
 - j. Toys that need to be cleaned are set aside, placed in a dish pan with soapy water or in a separate container marked for “soiled toys.” The dish pan is kept out of reach from children to prevent risk of drowning.
 - k. Toys are not shared between groups of students. Toys are washed and sanitized before moving them from one group to another
 - l. Machine-washable cloth toys are not used.
 - m. Books and other paper-based materials like mail or envelopes, do not need additional cleaning or disinfection.
2. Small, stable, cohorting
 - a. All grade and class sizes at Adda Clevenger are between 11 and 17 students. We are requiring that students either participate exclusively in person or by distance learning. We are not permitting students to alternate between distance and on-campus learning.
 - b. We have modified our schedule and activities calendar to eliminate all group mixing activities. Although these have historically been a developmentally valuable component of our program, we have eliminated them for the time being in the interest of maintaining small and stable cohorts of students.
 - c. Copies of the school day schedule and pick-up/drop-off schedule are attached as [Exhibits A and B](#).
 3. Entrance, egress, and movement within the School
 - a. The School building has four separate entrances/exits, each of which is in the direct path of a bathroom or wash station. This permits students to wash hands immediately upon entering or re-entering the building.
 - b. The class schedule has been adapted to regulate the movement of student groups such that class transitions and movement of classes to and from the bathrooms and wash stations do not coincide. In this way, student groups (i.e. grades) can maintain their physical separation from other groups throughout the school day.

- c. Students will eat lunch in their classrooms, not in a common area. Outdoor play has been scheduled (Exhibit B) such that only one group at a time is on one play area at a time.
4. Face coverings and other essential protective gear
 - a. Students are required to wear face masks at all times unless they are behind protective plastic partitions or outside under conditions of physical distance.
 - b. Students are required to wear a face mask upon arrival at School and to bring two extra face masks plus a “used mask” bag.
 - c. Faculty and staff are required to wear face mask plus face shield at all times.
5. Health screenings for students and staff
 - a. Staff or students who have symptoms of COVID-19, who are exposed to COVID-19, or who have a positive COVID-19 test result may not return to work/group for anywhere from a day to over 14 days, depending on the situation.
 - b. Staff and families of students excluded from the School are encouraged to seek COVID-19 testing, ideally from their primary care provider (PCP).
 - c. Upon arrival at school, students and staff are checked for temperature and symptoms:
 - i. Staff with symptoms or a fever leave the premises immediately, and call their primary care provider. The School follows a symptom or test based strategy before they may return to School according to CDC guidelines.
 - ii. Students with symptoms or a fever are sent home.
 - d. Asking about symptoms before entry to the School:
 - i. Staff stand at least 6 feet away from the person being screened.
 - ii. Staff ask the staff member and students’ parent/guardian to confirm that the staff member or student does not have fever, shortness of breath, cough or other recognized Covid symptoms.
 - iii. Daily monitoring of the students/staff: Look for signs of illness like flushed cheeks, rapid breathing or difficulty breathing, fatigue, or extreme fussiness.
 - iv. Students and staff who pass the screening wash their hands with soap and water upon entering the building before continuing on to their designated classroom.
 - e. Staff that are checking the temperatures with a no-touch thermometer, follow these steps:
 - i. Students’ and staff’s temperatures are taken with a “Non-touch” (infrared) thermometer.
 - ii. Staff wash hands or use hand sanitizer, then put on clean disposable gloves before taking temperatures.
 - iii. Staff stand behind a physical barrier, plastic face shield that can serve to protect the staff member’s face and mucous membranes from respiratory droplets that may be produced if the child being screened sneezes, coughs, or talks.
 - iv. Staff checks the child’s or staff member’s temperature.
 - v. If staff did not touch the child or entering staff, screening staff does not need to change gloves before the next check.

- vi. After removing gloves, staff member washes hands again before testing again.
6. Healthy hygiene practices
 - a. 10-15 minute hand-washing sessions have been scheduled for all students between all classes and breaks. A daily total of 110 minutes of hand-washing is scheduled for all students (Exhibit B).
 - b. Students and staff are required to wash their hands often with soap and water for at least 20 seconds or with hand sanitizer, before eating, after going to the bathroom or after wiping their nose, coughing, or sneezing.
 - c. Hand hygiene stations are set up near the entrance for students and staff to use immediately after they arrive. Hand sanitizer is kept out of the reach of young children, who are supervised to ensure correct use.
 - d. Students are educated about basic measures to prevent the spread of infection, including covering one's coughs and sneezes and washing hands frequently.
 - e. Students are involved in making signs to remind people to wash their hands, cover coughs and sneezes, and stay 6 feet apart.
 7. Identification and tracing of contacts
 - a. Daily attendance records of students, faculty and staff are maintained which can aid in tracing of contacts.
 - b. The School schedule (Exhibit A) can aid in determining the movement of students throughout the school day to aid in the tracing of contacts.
 - c. The School implements contact tracing according to CDC guidelines.
 - d. Any information on known contacts will be provided to SFDPH in the event of a verified infection, maintaining the confidentiality of the student or staff member with COVID-19 as required by the Americans with Disabilities Act, the Family Education Rights and Privacy Act, and possibly HIPAA.
 8. Physical distancing
 - a. Playground times and other activities are staggered so that no two groups are in the same place at the same time (Exhibits A & B).
 - b. Groups are kept separate for special activities such as art, music, and exercising.
 - c. Meal/snack times are staggered. Staff eat at separate times, so that they do not remove their face coverings at that same time as students or other staff. Spit guards are used when face coverings come down.
 - d. Individual activities like painting, crafts, and building with blocks, and other materials are encouraged.
 - e. Students are spaced as far apart as possible, at least 6 feet apart, for individual activities and especially during meals and snacks, when face coverings are removed.
 - f. Students are involved in developing social distancing plans, using chalk and materials like pool noodles and yarn to create personal space areas.
 - g. Do as many activities outside as possible:
 - i. We encourage eating snacks and meals outside, when older students must remove their masks
 - ii. Create field games or outdoor activities that provide wider spacing opportunities.

- iii. Sports with shared equipment or physical contact, like soccer, basketball, baseball, softball, and tennis may be played, but only within the same stable group of students. Equipment must be cleaned between groups but no less than once a day.
 - h. Special events that involve physical presence of parents and families, such as festivals, holiday events, and special performances, have been cancelled.
 - i. Limit staff contact with families at drop-off and pick-up
 - ii. Family members and caregivers are required to wear face masks or cloth face coverings when dropping off or picking up students, and at all times inside the School entry.
 - iii. Staff remain 6 feet apart from parents and caregivers.
 - iii. Arrival and drop-off times are staggered to limit contact between families (Exhibit B).
 - iv. Staff greet students outside as they arrive.
 - v. Ideally, the same family member or designated person should drop off and pick up the student every day. Grandparents and other older relatives are discouraged from picking up children if they are over 60 years old, since they are more at risk for serious illness.
 - j. The School allows telework and alternate duties for staff at higher risk of COVID-19 infection.
 - k. The School arranges for administrative staff to telework from their homes, when possible.
 - l. Staff over 60 years old and those at higher risk of COVID-19 infection due to serious medical conditions are given modified duties that minimize direct and close interaction with children, if possible.
- 9. Staff training and family education
 - a. Faculty and staff attend 3 days of in-service training prior to the first day of school. Topics covered include:
 - ii. The School's rules and policies around on-campus operations as detailed in this waiver request.
 - iii. Use of masks and hygiene measures to be implemented during the school day.
 - iii. How to use PPE for both students and teachers.
 - iv. The School's procedure in the event of community infection.
 - v. The use of technology for students who continue with remote learning.
- 10. Testing of students and staff
 - a. Upon indication of symptoms in a student or staff member, both are sent home immediately and referred to their primary care physician for medical assessment.
 - b. Adda Clevenger School has contracted with [My Doctor Medical Group](#) to test 100% of faculty and staff for Covid-19 on a monthly basis. 50% of all faculty and staff will be tested every two weeks, in total 100% of faculty and staff on a monthly basis, which exceeds the minimum requirements as per SFDPH guidance. The School covers the cost of all testing. A copy of the contract for private testing can be found as [Exhibit D](#).

- c. On August 28, following 8 days of on-campus instruction under strict observation of all required and recommended health and safety guidelines, 100% of faculty and staff tested NEGATIVE for Covid-19. Going forward, 100% of all faculty and staff will be re-tested on a monthly basis.
- d. Data from testing results can be shared with SFPDH as soon as SFPDH establishes the protocol and procedure for the sharing of these results.
- e. Any students, faculty or staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and will be required to learn or work from home while awaiting test results.
- a. All families are encouraged to have themselves and their children tested as regularly as feasible and if exposed to infection. Under certain circumstances, free [testing](#) is available to families who live in San Francisco.

11. Triggers for switching to distance learning

- a. The School will resume distance learning by grade in the event of infection within the grade or within a grade with sibling overlap, and will continue until the risk of infection has passed.
- b. Infection within the grade means a student or an immediate family member.

12. Communication plans

- a. The School maintains a database with email addresses, home and mobile telephone numbers of parents as well as emergency contacts.
- b. The School is able to communicate with parents individually, by grade or collectively via email, phone and text message.
- c. In the event of a student or staff infection confirmed by a positive COVID-19 test, the following procedure is followed:
 - i. Contact the SFPDH Schools and Childcare Hub for consultation and guidance at (415)-554-2830 Press 1 for COVID-19, then press 6 for Schools.
 - ii. Advise SFPDH at Schools-childcaresites@sfdph.org
 - iii. Depending on instructions from SFPDH Schools and Childcare Hub, prepare closure of the facility for 2-5 days. This short-term closure allows time to safely clean and disinfect the building, and for the local health officials to determine appropriate next steps.
 - iv. Communicate with staff, parents, and students on measures taken and any instructions from SFPDH.
 - v. Maintain the confidentiality of the student or staff member with COVID-19 as required by the Americans with Disabilities Act, the Family Education Rights and Privacy Act, and possibly HIPAA.
 - vi. Clean and disinfect thoroughly. Refer to the section titled “Cleaning and disinfecting your building or facility if someone is sick” at CDC’s Cleaning and Disinfection webpage, at <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>.
 - vii. Work with SFPDH to determine when the School can re-open
 - viii. Determine when staff can return, and what additional steps are needed for children and youth to return.

- ix. The following staff member is designated to be responsible for documenting the monitoring program, a process for documenting staff and student illnesses and absences, and a follow up process to determine if illnesses are COVID-19, if staff or students have been tested by protocol, and if return-to-school/work rules have been followed: Heike Harrison, Head of School

13. Risk Acknowledgement and Community Health Pledge by Parent/Legal Guardian – Exhibit C

14. Equity

- a. Adda Clevenger is committed to the concept of equal opportunity without regard to race, color, religion, age, sex, national origin, or other legally impermissible factors.
- b. Community Health Pledge: *“The current COVID-19 outbreak has provoked discriminatory behaviors against people of certain ethnic backgrounds as well as anyone perceived to have been in contact with the virus. We know that the virus is not a respecter of race, ethnicity, national origin, gender, sexual orientation, age, or physical ability. During this time of great uncertainty based on the COVID-19 Pandemic, I will treat my fellow community members and their children, as well as School faculty and staff, with the respect every human being deserves and not promote, participate in, or allow my own bias to impede the access and opportunity of others in my community.”*

15. Additional Resources to be used and adhered to:

- a. [San Francisco Department of Public Health \(SFPDH\)](#)
- b. [Leaving Isolation or Returning to Work for Those Who Have Confirmed or Suspected COVID-19](#)
- c. [COVID-19 Quick Links for the Public](#)
- d. [California Department of Public Health \(CDPH\)](#)
- e. [Social and Physical Distancing Guidance and Healthy Practices for Child Care Facilities in Response to the Global Coronavirus \(COVID-19\) Pandemic, 4/7/2020](#)
- f. Centers for Disease Control and Prevention (CDC)
 - i. [Guidance for Schools and Childcare](#)
 - ii. [Guidance for Child Care Programs that Remain Open](#)
 - iii. [Considerations for Youth and Other Camps](#)
 - iv. [CDC Child Care Decision Tree to assist directors and administrators in making \(re\)opening decisions during the COVID-19 pandemic](#)
 - v. [CDC Youth Programs and Camps Decision Tree to assist directors and administrators in making \(re\)opening decisions during the COVID-19 pandemic](#)
 - vi. [Cleaning and Disinfection](#)

TK

Adda Clevenger School, PO Box 460129, San Francisco

	1 8:15 - 9:00	2 9:15 - 10:00	3 10:20 - 11:05	4 12:05 - 12:50	5 1:05 - 1:50	6 2:05 - 2:50	7 3:10 - 3:55	8 4:10 - 4:55
Mo	PE RS Gym	MA JC / BO 3,1	LA JC / BO 3,1	Civ JC / BO 3,1	LA JC / BO 3,1	SS JC / BO 3,1	Art JC / BO 3,1	Dan DQ Aud
Tu	PE RS Gym	MA JC / BO 3,1	LA JC / BO 3,1	Civ JC / BO 3,1	LA JC / BO 3,1	Sci JC / BO 3,1	Mus SW / PG 3,1	Dan DQ Aud
We	PE RS Gym	MA JC / BO 3,1	LA JC / BO 3,1	Civ JC / BO 3,1	LA JC / BO 3,1	SS JC / BO 3,1	Art JC / BO 3,1	Dan DQ Aud
Th	PE RS Gym	MA JC / BO 3,1	LA JC / BO 3,1	Civ JC / BO 3,1	LA JC / BO 3,1	Sci JC / BO 3,1	Mus SW / PG 3,1	Dan DQ Aud
Fr	PE RS Gym	MA JC / BO 3,1	LA JC / BO 3,1	Civ JC / BO 3,1	LA JC / BO 3,1	SS JC / BO 3,1	Art JC / BO 3,1	Dan DQ Aud

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Mo	LA CP 5	LA CP 5	MA CP 5	Dan NR Aud	Art NB 5	Sci CP 5	Mus SW / PG 5	TT CP 5
Tu	LA CP 5	LA CP 5	MA CP 5	Civ CP 5	SS CP 5	TT CP 5	Dan NR Aud	PE RS Gym
We	LA CP 5	LA CP 5	MA CP 5	Dan NR Aud	Art NB 5	Sci CP 5	Mus SW / PG 5	TT CP 5
Th	LA CP 5	LA CP 5	MA CP 5	Civ CP 5	SS CP 5	TT CP 5	Dan NR Aud	PE RS Gym
Fr	LA CP 5	LA CP 5	MA CP 5	Dan NR Aud	Art NB 5	Sci CP 5	Mus SW / PG 5	TT CP 5

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Mo	MA KB 7	LA KB 7	LA KB 7	Sci KB 7	TT KB 7	Art NB 7	Dan DR Dan	PE RS Gym
Tu	MA KB 7	LA KB 7	LA KB 7	Civ KB 7	SS KB 7	TT KB 7	Dan DR Dan	Mus SW / PG 7
We	MA KB 7	LA KB 7	LA KB 7	Sci KB 7	TT KB 7	Art NB 7	Dan DR Dan	PE RS Gym
Th	MA KB 7	LA KB 7	LA KB 7	Civ KB 7	SS KB 7	TT KB 7	Dan DR Dan	Mus SW / PG 7
Fr	MA KB 7	LA KB 7	LA KB 7	Sci KB 7	TT KB 7	Art NB 7	Dan DR Dan	PE RS Gym

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Mo	MA AP 6	PE RS Gym	LA AP 6	LA AP 6	Sci AP 6	TT AP 6	Dan NR Aud	Mus SW / PG 6
Tu	MA AP 6	LA AP 6	LA AP 6	Civ AP 6	SS AP 6	Dan NR Aud	Art 6 NB	
We	MA AP 6	PE RS Gym	LA AP 6	LA AP 6	Sci AP 6	TT AP 6	Dan NR Aud	Mus SW / PG 6
Th	MA AP 6	LA AP 6	LA AP 6	Civ AP 6	SS AP 6	Dan NR Aud	Art 6 NB	
Fr	MA AP 6	PE RS Gym	LA AP 6	LA AP 6	Sci AP 6	TT AP 6	Dan NR Aud	Mus SW / PG 6

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Mo	MA KS 9	LA KS 9	LA KS 9	Sci KS 9	Dan NR Aud	Mus SW / PG 9	SS KS 9	TA DS 9
Tu	MA KS 9	LA KS 9	Dan NR Aud	Art 9 NB		Civ KS 9	PE RS Gym	TT KS 9
We	MA KS 9	LA KS 9	LA KS 9	Sci KS 9	Dan NR Aud	Mus SW / PG 9	SS KS 9	TA DS 9
Th	MA KS 9	LA KS 9	Dan NR Aud	Art 9 NB		Civ KS 9	PE RS Gym	TT KS 9
Fr	MA KS 9	LA KS 9	LA KS 9	Sci KS 9	Dan NR Aud	Mus SW / PG 9	SS KS 9	TA DS 9

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Mo	MA SCS 8	LA SCS 8	LA SCS 8	His SCS 8	Mus SW / PG 8	TA DS 8	Sci SCS 8	Dan NR Dan
Tu	Art 8 NB		MA SCS 8	LA SCS 8	Civ SCS 8	PE RS Gym	TT SCS 8	Dan NR Dan
We	MA SCS 8	LA SCS 8	LA SCS 8	His SCS 8	Mus SW / PG 8	TA DS 8	Sci SCS 8	Dan NR Dan
Th	Art 8 NB		MA SCS 8	LA SCS 8	Civ SCS 8	PE RS Gym	TT SCS 8	Dan NR Dan
Fr	MA SCS 8	LA SCS 8	LA SCS 8	His SCS 8	Mus SW / PG 8	TA DS 8	Sci SCS 8	Dan NR Dan

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Mo	MA AM Sci	His SS Sci	Dan DR Aud	STA DS Sci	Art JB Sci	PE RS Gym	LA AO Sci	Sci EC / AM Sci
Tu	LA AO Sci	Civ AM Sci	MA AM Sci	Dan DR Aud	Mus SW / PG Sci	Sci EC / AM Sci	STA DS Sci	His SS Sci
We	MA AM Sci	His SS Sci	Dan DR Aud	Mus SW / PG Sci	Art JB Sci	PE RS Gym	LA AO Sci	Sci EC / AM Sci
Th	LA AO Sci	Civ AM Sci	MA AM Sci	Dan DR Aud	Mus SW / PG Sci	Sci EC / AM Sci	STA DS Sci	His SS Sci
Fr	MA AM Sci	His SS Sci	Dan DR Aud	STA DS Sci	Art JB Sci	PE RS Gym	LA AO Sci	Sci EC / AM Sci

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Mo	Dan DR Dan	STA WH / DS Art	MA AM Art	His SS Art	LA AO Art	Sci EC / AM Art	PE RS Gym	Art JB Art
Tu	Mus SW / PG Art	Dan DR Dan	LA AO Art	MA AM Art	Sci EC / AM Art	His SS Art	Civ SS Art	STA WH / DS Art
We	Dan DR Dan	Mus SW / PG Art	MA AM Art	His SS Art	LA AO Art	Sci EC / AM Art	PE RS Gym	Art JB Art
Th	Mus SW / PG Art	Dan DR Dan	LA AO Art	MA AM Art	Sci EC / AM Art	His SS Art	Civ SS Art	STA WH / DS Art
Fr	Dan DR Dan	STA WH / DS Art	MA AM Art	His SS Art	LA AO Art	Sci EC / AM Art	PE RS Gym	Art JB Art

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Mo	STA WH / DS 11	Dan DR Dan	Mus SW / PG 11	Sci EC / AM 11	MA AM 11	His SS 11	Art JB 11	LA AO 11
Tu	Dan DR Dan	MA AM 11	His SS 11	Civ AM 11	PE RS Gym	STA WH / DS 11	Sci EC / AM 11	LA AO 11
We	STA WH / DS 11	Dan DR Dan	Mus SW / PG 11	Sci EC / AM 11	MA AM 11	His SS 11	Art JB 11	LA AO 11
Th	Dan DR Aud	MA AM 11	His SS 11	Civ AM 11	PE RS Gym	STA WH / DS 11	Sci EC / AM 11	LA AO 11
Fr	STA WH / DS 11	Dan DR Dan	Mus SW / PG 11	Sci EC / AM 11	MA AM 11	His SS 11	Art JB 11	LA AO 11

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Mo	Mus SW / PG 10	Sci EC / AM 10	Art JB 10	LA AO 10	STA WH / DS 10	Dan DR Dan	MA AM 10	His SS 10
Tu	MA AM 10	PE RS Gym	STA WH / DS 10	His SS 10	Civ AO 10	Dan DR Dan	LA AO 10	Sci EC / AM 10
We	Mus SW / PG 10	Sci EC / AM 10	Art JB 10	LA AO 10	STA WH / DS 10	Dan DR Dan	MA AM 10	His SS 10
Th	MA AM 10	PE RS Gym	STA WH / DS 10	His SS 10	Civ AO 10	Dan DR Dan	LA AO 10	Sci EC / AM 10
Fr	Mus SW / PG 10	Sci EC / AM 10	Art JB 10	LA AO 10	STA WH / DS 10	Dan DR Dan	MA AM 10	His SS 10

Exhibit C

Risk Acknowledgement and Community Health Pledge by Parent/Legal Guardian

The collective effort and sacrifice of San Francisco residents staying at home limited the spread of COVID-19. But community transmission of COVID-19 within San Francisco continues, including transmission by individuals who are infected and contagious, but have no symptoms. Infected persons are contagious 48 hours before developing symptoms (“pre-symptomatic”), and many are contagious without ever developing symptoms (“asymptomatic”). Pre-symptomatic and asymptomatic people are likely unaware that they have COVID-19.

The availability of on-campus learning is an important step in the resumption of activities. However, the decision by the Health Officer to allow on-campus learning for all families at facilities that follow required safety rules, does not mean that attending on-campus learning is free of risk. Enrolling a child in on-campus learning could increase the risk of the child becoming infected with COVID-19. While the majority of children that become infected do well, there is still much more to learn about coronavirus in children, City and County of Department of Public Health San Francisco Health Officer Directive Health Officer Directive No. 2020- 14 3 including from recent reports of Multisystem Inflammatory Syndrome in Children (MIS-C).

Each parent or guardian must determine for themselves if they are willing to take the risk of enrolling their child in on-campus learning, including whether they need to take additional precautions to protect the health of their child and others in the household. They should particularly consider the risks to household members who are adults 60 years or older, or anyone who has an underlying medical condition. Parents and guardians may want to discuss these risks and their concerns with their pediatrician or other health care provider. More information about COVID-19, MIS-C, and those at higher risk for serious illness is available on the Centers for Disease Control and Prevention website at <https://www.cdc.gov/coronavirus/2019-ncov/>.

I understand the risks associated with enrolling my child in on-campus learning, and agree to assume the risks to my child and my household. I also agree to follow all safety requirements that the School imposes as a condition of enrolling my child.

Community Health Pledge

I agree to the following:

- Avoid Bias-Based Discrimination — The current COVID-19 outbreak has provoked discriminatory behaviors against people of certain ethnic backgrounds as well as anyone perceived to have been in contact with the virus. We know that the virus is not a respecter of race, ethnicity, national origin, gender, sexual orientation, age, or physical ability. During this time of great uncertainty based on the COVID-19 Pandemic, I will treat my fellow community members and their children, as well as School faculty and staff, with the respect every human

being deserves and not promote, participate in, or allow my own bias to impede the access and opportunity of others in my community.

- Provide Support — Recognizing that this is a stressful and overwhelming time, I will also do what I can to support others in my community by listening and assisting when I can. I will employ patience and understanding, knowing that this is a dynamic situation. I will make efforts to be part of the solution.
- Daily Health Screening, Testing, and Contact Tracing Protocols — I will monitor my and my child(ren)'s temperatures and cooperate with the School's daily health screening measures to determine whether it is appropriate for me to be coming to and bringing my child(ren) to campus and/or whether to come to work. If I have a change in my health status, I will advise the School administration and provide accurate and complete information.
- Stay Home — I will stay home if I am sick with COVID-19 symptoms or know that I have been exposed to someone who has tested positive for COVID-19, until such time as my health care provider has determined that I am no longer contagious. I will keep my child home if my child is sick with COVID-19 symptoms or know that my child has been exposed to someone who has tested positive for COVID-19, until such time as my child's health care provider has determined that my child is no longer contagious.
- Practicing Daily Self-Care — To the best of my ability, I will support my overall wellness.
- Face Covering — I will adhere to the guidelines for wearing a face covering (or mask when required).
- Hand Hygiene and Respiratory Etiquette — I will practice proper hand washing and respiratory etiquette (e.g., cover my cough).
- Social Gatherings — Recognizing that some people without symptoms may be able to spread the virus, I will avoid crowded places and avoid mass gatherings on and off campus. I will practice physical distancing when meeting in smaller groups and will wear my face covering.
- Leaving Campus — I will mirror the requirements of on-campus living/working (face coverings, physical distancing, etc.) when going off campus. I will observe local city and state policies regarding safe physical distancing.
- Physical Distancing — Recognizing that strict adherence will not always be possible, practical, or necessary, I will take daily precautions to keep space between myself and others (6 feet of physical distancing, which is about two arm lengths).
- Observing Space Restrictions — The School has established guidelines for student arrival and drop-off, including separate entrances and exits to be used by different groups. I will adhere to these guidelines to minimize contact between stable student cohorts.

Signature of parent/legal guardian

Date

Name and grade of child/children

Each business allowed to operate in San Francisco must complete, post onsite, and follow this Social Distancing Protocol checklist. The attached **Instructions and Requirements** detail what is required and how to complete this checklist.

Check off all items below that apply and list other required information.

Business name:

Contact name:

Facility Address:

Email / telephone:

(You may contact the person listed above with any questions or comments about this protocol.)

SIGNAGE & EDUCATION

- Post signage at each public entrance of the facility requiring of everyone:
 - (1) do not enter if experiencing COVID-19 symptoms (cough, fever, or not feeling well);
 - (2) maintain a minimum six-foot distance from others in line and in the facility;
 - (3) wear a face covering; and
 - (4) for self-brought bags, keep bags in a cart/basket or carry them and self-place items in bags after checkout
- Post a copy of this two-page Social Distancing Protocol checklist at each public entrance
- Educate Personnel about this Protocol and other COVID-19 related safety requirements

PROTECTIVE MEASURES

- Follow Sections 2.1 through 2.4 below, including:
 - Ensure Personnel stay home or leave work if they are sick
 - Provide a copy of the Attachment to Personnel to ensure they understand when to stay home; translated versions of the Attachment are available online
 - Ensure Personnel review health criteria before each shift and advise Personnel what to do if they are required to stay home
- Require Personnel and patrons to wear a face covering as required by Health Officer orders
- Implement a plan to keep site Personnel safe, including by limiting the number of Personnel and patrons onsite to a number that ensures physical distancing and favoring allowing Personnel to carry out their duties from home when possible

MEASURES TO PREVENT UNNECESSARY CONTACT

- Tell Personnel and patrons to maintain physical distancing of at least six feet, except Personnel may momentarily come closer when necessary to accept payment, deliver goods or services, or as otherwise necessary
- Separate all used desks or individual work stations by at least six feet
- Place markings in patron line areas to ensure six feet physical distancing (inside and outside)

- Provide for contactless payment systems or, if not feasible, disinfect payment systems regularly. The Board of Supervisors has required businesses to accept cash—if cash is used encourage exact change.
- Maintain Plexiglas or other barriers between patrons and Personnel at point of payment (if not possible, then ensure at least six feet of distance)

SANITIZING MEASURES

- Regularly disinfect high touch areas, and do so continuously for surfaces patrons touch (countertops, payment systems, pens, and styluses)
- Provide hand sanitizer, sink with soap and water, and/or disinfecting wipes to patrons and Personnel at or near the entrance of the facility, and anywhere else where people have direct interactions
- Disinfect break rooms, bathrooms, and other common areas frequently, on the following schedule:
 - Break rooms: hourly
 - Bathrooms: hourly or between cohort visits
 - High touch areas: between classes

- Prohibit Personnel from using shared food prep equipment for their own use (e.g., microwaves, water coolers), but microwaves may be used if disinfected between each use and hand sanitizer is available nearby and water coolers may be used as outlined in Section 2.18 below.

INDUSTRY-SPECIFIC DIRECTIVES

- Ensure that you have read and implemented the attached list of requirements.
- In addition to complying with the Social Distancing Protocol, many businesses must comply with additional, industry-specific directives. Go to www.sfdph.org/directives and check to see if your business is subject to one or more additional directives. For each one, you must review the Health and Safety Plan (HSP) requirements and post an additional checklist for each one that applies. In the event that any directive changes the requirements of the Social Distancing Protocol, the more specific language of the directive controls, even if it is less restrictive. Check this box after you have checked the list of directives and posted any other required HSP.

* Any additional measures may be listed on separate pages and attached.