



## ***FAQs - Resuming In-Person Instruction for K-6***

### ***In-person instruction schedule begins:***

Kindergarten, 1st and 2nd Grade - **Tuesday, November 3**

3rd, 4th and 5th/6th Grade - **Tuesday, November 17**

Dandelion In-person instruction continues as scheduled.

### ***What is the most important thing I need to know and understand about resuming in-person instruction?***

Understanding and adhering to our [Health and Safety Norms and Community Pledge](#) (linked here and posted below) is essential. Our community's profound commitment to practice preventative behaviors reduces risk for our school community, expands our capability to be together for in-person instruction, and centers student and teacher health. Our personal assessment and tolerance of risk in any situation does not relegate our responsibility to practice the SFDPH recommended behaviors needed to mitigate transmission and keep safe those most at risk, inside and outside of our school community.

*These responses are based on county and state guidelines as of October 6, 2020, and are subject to change.*

## **OPERATIONAL LOGISTICS**

### ***What is the schedule?***

The school day will run from 8:30am - 1:15pm (Kindergarten until 1:00pm). Specific schedules will be shared with each class. After schedules have been shared with each individual class, all schedules will be available on Google Classroom. Outdoor time will be maximized as much as possible.

Kindergarten drop-off window: 8:30am - 9:00am

Kindergarten dismissal at 1:00pm

503 Cambridge Street drop-off window:

- **Grades 2, 3, and 5/6:** 8:00am - 8:15am
- **Grades 1 and 4:** 8:15am - 8:30am

\*The drop-off schedule may vary during the two weeks before all classes are on campus. Please read communication from your teacher for details.\*

Grades classes are dismissed at 1:15pm.

If a family is picking up children at various locations, pickup times can be extended to 1:25pm.

### ***How will the health screening be administered?***

For now, we will continue to administer health screenings in real-time, in person. When a family comes to drop-off, on campus, in the park, or at the farm, the teacher will take the child's temperature and ask the relevant health screening questions.

For the Cambridge Street drop-off, the family will stay in the car until they have completed the health check, at which time the child can disembark.

For McLaren Park or farm drop-off, families may continue to park or walk their child(ren) to the drop-off location.

### ***What are the drop-off and pick-up procedures?***

#### **Drop-Off**

We are utilizing staggered drop-off time windows in the main parking lot to reduce the number of students being dropped off simultaneously at the Cambridge Campus. Please note, each class will also have an off-campus drop-off and/or pickup location(s) that will be communicated by the teachers.

**Kindergarten:** Students will continue to be dropped off directly at the McLaren Forest location from 8:30am - 9:00am.

**Grades 1-6\*** at 503 Cambridge Street, drop-off windows:

- Grades 2, 3, and 5/6: 8:00am - 8:15am
- Grades 1 and 4: 8:15am - 8:30am

\*If you need to drop-off children in both drop-off windows, please do the drop-off for the first time window, then park in the lot and wait for the second drop-off window.

Each class will have its own socially distant gathering space in front of the school that is clearly marked. The Administration will support health checks. If it is raining, students may bring umbrellas for this waiting period. A staff member will confirm that the health screen has been completed before children may enter school. All children will use hand sanitizer upon entering campus. The class teacher will walk the class to the classroom. All grades classes will have dedicated travel timing, path, and entry to their classroom to limit crossover.

#### **At the Farm**

Drop off at the Farm requires parking legally, turning off the car engine, and walking into the Farm to line up along the marked check-in path, physically distanced, for a health check.

## **At McLaren Park**

Drop off at McLaren Park requires parking legally, turning off the car engine, and walking to the designated spot, to wait, physically distanced, for a health check.

## **Importance of On-Time Arrival**

Please be on time, remain masked, stay in the car and otherwise stay physically distant from other community members to ensure separation of groups and their greatest safety.

Late arrivals will be asked to park in the lot and wait in their car until all classes have been dropped off and walked to the rear buildings. An administrator will come to the car, complete the health check and escort the student to their classroom. In order to minimize the mixing of cohorts, we can only escort one tardy student at a time.

## **Pick-Up:**

**Kindergarten:** Students will continue to be picked up directly at the McLaren Forest location at 1:00pm.

**Grades:** Grades classes that end their day in McLaren Park will be picked up from a designated pick-up location to be announced by the class teacher. Grades classes that end their day at 503 Cambridge will be picked up from the front entrance parking lot. All grades classes are dismissed at 1:15pm. If a family is picking up children at various locations, pickup times can be extended to 1:25pm.

## ***Are carpools permitted?***

According to the SFDPH, travel in a small, enclosed space without physical distancing may be associated with higher risk of COVID-19 transmission. If a child is not able to commute to and from school with other members of the household, carpool should be with as consistent and stable a group as possible. All persons within the vehicle should be masked at all times, and conditions permitting, windows should be open and outdoor ventilation maximized when feasible.

## ***How will students eat snacks and lunch?***

Children will eat outdoors and sit at least 6 feet apart. There will be no talking during mealtimes. All children will either wash their hands or use hand sanitizer before and after all meals.

All students are required to bring a full water bottle, hearty snack and lunch. If there is a particular allergen, your class will be alerted.

## ***What is the protocol for bathroom use?***

Kindergarten and other outdoor classes will use park facilities. Each grade class has its own bathroom. Bathrooms will be cleaned daily.

The farm porta potty is sanitized daily and has a hand washing and sanitizer station next to the unit at the entrance to the farm.

## ***Where will grades subject classes take place?***

Handwork and Spanish classes are outdoors at the Cambridge Campus.  
Movement classes and practice periods are outdoors at McLaren Park.  
Music classes will be taught online via Zoom in the afternoons.

### ***Is there a modified plan for fire drills?***

During a fire or other reason to evacuate campus, classes will follow the same path out of their classroom as they do during arrival times at the start of each day. Classes will have designated locations in the back parking lot.

### ***If a teacher is absent, who will substitute?***

We can anticipate a need for substitute teachers throughout the year. While we have a substantial list of substitute teachers, we may find ourselves understaffed on a particular day. If this is the case, planned outdoor activities requiring additional instructor support may need to be cancelled.

A substitute will be brought in when a teacher or volunteer has announced they are unable to attend school on a particular day. Substitutes will not be announced in advance. Substitutes will not work with more than one cohort on a given day. Substitutes will be tested regularly.

### ***We operate many outdoor programs. Under what conditions might we move indoors or cancel programming?***

#### **ALL PROGRAMS**

We closely monitor the air quality for San Francisco using AirNow ([airnow.gov](http://airnow.gov)) and we may need to make changes to our in-person programming based on the changing air quality index (AQI). If the air quality is orange (AQI>100), all full-day outdoor programming - Dandelion Preschool, Kindergarten, farm days and other grades full-day outdoor days - will be cancelled. If the children are outdoors when the AQI changes to orange, we will make a real-time determination based on direct experience and either continue the day or contact families for immediate pick-up. Regardless of AQI, teachers on-site may make a determination to require an early pick-up based on direct experience and observation of the children.

The school will monitor conditions and if conditions require indoor instruction, we will make that determination.

#### **OUTDOOR Programs moving INDOORS**

Currently, Dandelion Preschool and Kindergarten programs will not be moving to an indoor location under any circumstances.

Our Grades classes support two outdoor classrooms on campus, outdoor classes in McLaren Park and on the school farm.

If AQI>100 or if there are severe weather or environmental conditions:

- Classes operating outdoors, on campus (Handwork, Spanish, and Practice Periods) will be moved to the indoor classroom.
- Classes operating outdoors, in McLaren Park (Movement and Practice Periods) will be moved to the indoor classroom.

- Classes operating outdoors at the school farm or other outdoor locations will be moved to the indoor classroom (with notice given the day before).

When a class moves indoors, the first priority will be to keep doors and windows open. However, with elevated AQI and severe weather or environmental conditions, it may be necessary to partially or fully close the doors and windows. All classrooms have two high-quality, HEPA air purification units which exceed our [air change per hour](#) goals.

## **HEALTH & COVID-19 TESTING**

### ***How do I notify the school of my child's symptoms?***

To report a symptom, please email: [healthandsafety@goldenbridgesschool.org](mailto:healthandsafety@goldenbridgesschool.org)

For questions regarding symptoms call the school office: (415) 912-8666

Each morning, the health screen should be completed at home by 8:00 am. If a child has symptoms that are consistent with COVID-19 ([as per SFPDPH COVID-19 symptoms](#)), they will not be admitted on campus. These symptoms are:

- |  |                                     |
|--|-------------------------------------|
| ● Fever (100.4°F/38°C or higher) or chills                               | different (within the last 10 days) |
| ● Cough  | ● Headache                          |
| ● Sore throat  | ● Diarrhea                          |
| ● Shortness of breath or difficulty breathing                            | ● Nausea or vomiting                |
| ● Not being able to taste or smell, or saying that things taste or smell |                                     |

### ***Where should one get tested?***

For the fastest follow up care, we recommend being tested by your healthcare provider. Testing information is also available at <https://sf.gov/find-out-about-your-covid-19-testing-options>.

### ***What happens if a staff or student tests positive?***

#### ***What about a household member?***

The school community will be notified if a staff member or student tests positive for COVID-19 (in partnership with the SFPDPH). All staff/students within the cohort should undergo testing and must quarantine for 14 days. During the quarantine period, students will have access to Distance Learning through our Continuity of Education plan.

If a household member of a staff/student tests positive, the staff/student will stay home and quarantine for 14 days. The School will notify the student/staff's cohort, and the cohort will remain in attendance on campus.

See the [SFPDPH Home Isolation and Quarantine Guidelines](#) for further information.

***How will a student’s cohort be affected when someone tests positive in their sibling’s cohort?***

If someone within a student’s cohort is COVID positive, that cohort will quarantine for 14 days. The quarantined student’s sibling would also need to quarantine, but the sibling’s cohort would not need to quarantine..

***What is the protocol when a staff or student’s household contact has symptoms but does not yet have COVID test results?***

The staff/student in close contact to a symptomatic person should quarantine at home until the household contact receives their test results. If the household contact is negative and the staff/student is symptom free, they can return to school immediately.

If results are positive, the staff/student should continue to quarantine for 14 days from the last exposure. If the staff/student develops symptoms, testing is recommended (per SFDPH's [Isolation and Quarantine Guidelines](#)). Even in the absence of symptoms, the staff/student should consider being tested to provide more information regarding the staff/student’s condition as well as for exposed contacts at school.

***When should the School be notified of a positive COVID test?***

Per the [Directive of the Health Officer](#), the SFDPH mandates families to notify the School within an hour of learning if a student’s COVID test is positive or inconclusive (documentation should be provided to the School within 48 hours).

***Will the GBS community be notified of a COVID-19 case at school?***

The School will notify the community if there is a confirmed case on campus.

However, in public health, the patient’s privacy is a mandate. In accordance with the Americans with Disabilities Act and the Family Education Rights and Privacy Act, the identity of the person with COVID-19 will not be shared.

***How will the school communicate COVID-19 symptoms, contacts or positive tests in my child’s class cohort?***

The school will send the following COVID related emails under the following circumstances:

**When:**

An individual reports a symptom

**Email:**

[To the individual from the school outlining next steps](#)

[To the cohort to say a symptom has been reported](#) (no next steps)

An individual reports a close contact with

[To the individual from the school outlining next steps](#)

[To the cohort to say a close contact has been reported](#) (no next steps)

An individual reports a positive test

[To the individual from the school outlining next steps](#)

[To the cohort to say a an individual has tested positive and next steps](#)

[To the school to report a cohort has reported a positive test](#) (no next steps)

## **TRAVEL POLICIES**

### ***What is the School's policy on travel outside of the Bay Area?***

The School requires that you follow the SFDPH guidance and quarantine orders after travel outside of the San Francisco Bay Area.

#### **SFDPH Guidance: If I travel outside the Bay Area and return to San Francisco, do I need to quarantine?**

"To the extent possible, limit your nonessential travel during this pandemic. The more people travel, the more interactions people have. The more interactions people have with people outside their household, the greater the risk of getting and spreading COVID-19. If you must travel outside the Bay Area, make sure you wear a face covering and maintain at least 6 feet of distance from people outside your household at all times. If you can, travel by private vehicle with only members of your household. Avoid indoor interactions to the extent possible and keep the number of people you interact with small."

SFDPH recommends you quarantine for 14 days upon return to San Francisco if during your travels you interact within 6 feet of individuals outside your household **when you or those around you are not wearing face coverings at all times**. The more interactions that were indoors, the larger the number of people involved, and the longer the duration of such interactions, the greater the risk. In addition, SFDPH recommends that you quarantine for 14 days upon return if you traveled on planes, buses, trains, or other forms of group/public transportation where face coverings were not worn at all times by you and those around you while in these enclosed spaces.

#### ***Is quarantine required after travel within a private vehicle?***

No quarantine is necessary as long as occupants of the vehicle are from the same household and higher risk behavior is avoided during travel and/or at the destination.

#### ***If a staff/student travels during Thanksgiving week or December Break, will they be required to engage in distance learning during the 14 days after they return?***

**It depends**, as risk factors are less about the act of travelling and more about the act of following public health guidance for face coverings and social distancing when interacting with others outside of one's household.

**No**, a 14-day quarantine and distance learning is not required if during their travels the staff/student followed public health guidance by wearing a face covering and staying 6 ft away from individuals outside their household who were not wearing face coverings.

**Yes**, a 14-day quarantine and distance learning is required if during their travels the staff/student interacted within 6 feet of individuals outside their household when they, or those around them, were not wearing face coverings at all times.

## **DISTANCE LEARNING**

### ***How will synchronous distance learning work when there is in-person learning?***

Each classroom will be outfitted with a camera and the teacher will have a microphone. Grades Morning Lesson will be livestreamed for those students who are participating in distance learning or a child may participate through zoom. Each class teacher will determine which method best serves the needs of their class at a particular time.

There will not be synchronous distance learning for subject classes.

There will not be synchronous distance learning for Kindergarten.

Read more about our [Continuity of Education plan](#) for further information.

### ***How will a cohort transition to distance learning?***

At times it may be necessary to move to distance learning, e.g., when a grade needs to quarantine, COVID cases increase within San Francisco County, or multiple COVID cases are diagnosed in the school community. Transition to or from distance learning is grade and program dependent. There may be a brief period of asynchronous learning, up to three days. If toggling between distance and in-person learning becomes frequent and disruptive, GBS may decide to remain in distance learning until conditions stabilize.

### ***When would it be necessary to resume Distance Learning for the whole school?***

A complete transition to Distance Learning may be appropriate when there are multiple cases in multiple cohorts at school or when at least 5% of the total number of teachers/student/staff are cases within a 14-day period. The SFDPH may also determine school closure is warranted for other reasons, including results from public health investigation or other local epidemiological data.



## SOCIALIZING

### ***Can community members socialize outside of school?***

If staff and family members observe the SFDPH guidelines for safer interactions and avoid higher risk behaviors, limited socializing outside of school is permitted. ([SFDPH Tips for Safer Social Interactions](#)). Safer interactions include the use of masks, physical distance, and small gatherings outdoors, with handwashing or hand sanitizing when appropriate.

#### **Risk of social interactions with people outside your household:**

Outdoor, staying 6 feet apart with face covering <b>on</b>	Outdoor, within 6 feet and/or with face covering <b>off</b>	Indoor staying 6 feet apart with face covering <b>on</b>	Indoor, within 6 feet and/or with face covering <b>off</b>
Permitted. When gathering with people outside of your household, group must be 12 or fewer people.	Permitted for Meal Gatherings. Limit of 6 total people if meal involves those outside of your household.	Not permitted unless everyone is part of the same household.	Not permitted unless everyone is part of the same household.

**Lower Risk**

**Higher Risk**



Lower risk interactions include groups of 12 or fewer people outdoors while masked and staying 6 feet apart. Larger gatherings incur greater risk. Indoor gatherings are higher risk and therefore not permitted, even with masks. **Until the SFDPH alters its policy, the School encourages cohorts, grades, and affinity groups to find alternatives to in-person gathering.**

### ***Are indoor playdates and sleepovers permitted?***

Community members should refrain from participating in indoor playdates or sleepovers. They do not adhere to the SFDPH guidelines, and therefore, they are not in accordance with the [Community Health and Safety Norms](#).

### ***Are extracurricular activities permitted?***

Yes, GBS students may participate in a group activity (known as “Out of School Time Programs”) that adheres to the SFDPH [Out of School Time Directive](#).

## **HEALTH & SAFETY NORMS**

### ***How will the COVID-19 Health and Safety Norms be enforced?***

Each family will be asked to sign the updated [Community Health and Safety Norms and Community Pledge](#). Adherence to these norms and this pledge are a prerequisite for any in-person instruction.

Signing the Health and Safety Norms and Community Pledge represents a commitment to its tenets, which are based on the SF County Health Order and SFDPH guidelines for childcare, K-8th grade schools, and the public. We do not intend to (nor could we) monitor the actions of our community members.

However, if the School is aware of a serious breach or repeated disregard of the Health and Safety Norms and Community Pledge, the school will engage directly with the individual or family and develop a responsive plan, which for students may include an immediate transition to distance learning.

### ***Is there a reporting system for violations of the Health and Safety Norms?***

The Health and Safety Norms call on each of us to be kind, attentive, and helpful to anyone who may be in need of support in following safety health practices; to provide respectful and gentle safety reminders and suggestions to those who may need them; and respond graciously when others provide them. If you have concerns about community engagement with the Health and Safety Norms, we encourage supportive conversations with families directly with one another. If you have questions or concerns that cannot be addressed through direct communication, please reach out to the [health and safety team](#).

### ***How are teachers being tested? Will there be a possibility of students to be tested?***

We have partnered with Curative Inc. to provide onsite testing kits that can be mailed overnight with test results returning within 2 days.

- All in-person teachers, staff and volunteers will be tested 7-14 days prior to the start of in-person instruction and additionally every 2-4 weeks.
- Teachers may opt to be tested weekly.

We are currently working toward the ability to offer periodic community testing for any community member who might be interested.

## ***Health and Safety Norms and Community Pledge***

**Together**, we must encourage everyone in the school and our community to practice ALL COVID-19 preventive behaviors as shared in the regularly updated guidance from the San Francisco Department of Public Health (SFDPH). Preventative behaviors are evolving, requiring all of us to be receptive and attuned to new and changing SFDPH guidance. Based on this guidance, we must adapt, modify and even suspend common pre-COVID-19 activities. **Implementing new social practices is often uncomfortable and challenging, but essential to support the health of the greater community.** This is our critical work in these times, and each of us is responsible to engage in the work of elevating community safety and practicing preventative behaviors.

**For Golden Bridges School**, our community's practice of preventative behaviors reduces risk for our school community, expands our capability to be together for in-person instruction, and centers student and teacher health. Ultimately, our decisions made outside of school life, including: to ask clarifying questions with openness, to stay informed around developing guidance, to encourage progress with compassion and kindness, and practice preventative behaviors, influences the health of the greater community.

**When in community**, SFDPH preventative behaviors for San Francisco include: wearing [face coverings](#), practicing [physical distancing](#), and practicing proper [hand hygiene](#). These basic directives are well-known and clear AND are supported by further more detailed directives around [symptom response](#), [testing](#), [gathering](#), [travel](#), and [quarantine and isolation](#). Following this guidance requires significant changes in common behaviors, including: how we care for ourselves and those around us, how we gather (and when we should not), how we travel (and when we should not), and how to keep ourselves, our families, and others safer when engaging in these activities.

**When at school**, these same preventative behaviors apply, AND we follow specific and detailed SFDPH school guidance to mitigate the transmission of COVID-19. The SFDPH works in direct partnership with schools, and our school, to support safety. Golden Bridges School welcomes ALL questions and is available to help our community understand and navigate the latest guidance.

SFDPH School Guidance: <https://www.sfdph.org/dph/COVID-19/Schools-Education.asp>

## COVID-19 Symptoms

**We start each day with safety, and students and staff may not come to school, and the Director of Operations MUST BE NOTIFIED, if they have: COVID-19 symptoms, had**

**close contact with a confirmed COVID-19 case, have been diagnosed with or tested positive for COVID-19.** We are ready and available to help you navigate complicated scenarios and identify next steps and can be reached at (415) 912-8666 AND [healthandsafety@goldenbridgesschool.org](mailto:healthandsafety@goldenbridgesschool.org).

**Golden Bridges School follows this process** when we receive notification of symptoms, close contacts, and confirmed COVID-19 cases:

[When someone has suspected or confirmed COVID-19: Quick Guide for Schools, Childcares, and Programs for Children and Youth](#)

**Before students arrive at school each day**, parents, caregivers, and guardians must complete a daily health check for students. As SFDPH advises, **“If your child is even a “little bit” sick, STAY HOME!”** Teachers and staff must complete a daily health check **before arrival to work**. The school will conduct a second daily health check of students upon arrival for in-person instruction.

[Student Daily Health Check](#) and [Teacher/Staff Daily Health Check](#)

COVID-19 has a wide range of symptoms – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus, and include:

- Fever or chills OR a temperature above 100.4 degrees Fahrenheit or higher
- Sore throat
- New uncontrolled cough that causes difficulty breathing (for students with chronic allergic / asthmatic cough, a change in cough from the baseline)
- Diarrhea, vomiting, or abdominal pain
- New onset of severe headache, especially with a fever

### ***Golden Bridges School Community Pledge***

**When in community**, my family pledges to follow the guidance, including:

- **Wearing face coverings**, which keep people from spreading the infection to others, by trapping respiratory droplets before they can travel through the air. Wear a face covering when you are within 6 feet of people who don't live with you.
- **Getting tested promptly**, if students or staff have symptoms of COVID-19. Family members of students and staff should get tested promptly, before spreading infection to students and staff.
- **Avoiding gatherings with individuals not in our household** and, when a special gathering is required, adhering to the SFDPH guidance for small gatherings.
- **Quarantining for 14-days after last exposure**, if close contact with a COVID-19 case. SFDPH: "Close contact is defined as any close contact with someone confirmed with COVID-19 for at least 15 minutes within 6ft."
- **Isolating for 10 days after the first COVID-19 symptoms took place**, if COVID-19 symptoms without a COVID-19 test. A COVID-19 test is strongly recommended and a negative COVID-19 test AND improved symptoms, is usually the fastest way for a student to return to school.
- **Physically distancing and limiting nonessential gatherings and travel during this pandemic**, to the extent possible. The more people gather and travel, the more interactions people have. The more interactions people have with people outside their household, the greater the risk of getting and spreading COVID-19.
- **Getting a flu shot this Fall**. The San Francisco Department of Public Health (DPH) strongly recommends that everyone ages six months and older get their yearly flu vaccine. With COVID-19 and the upcoming flu season overlapping, health officials say it's more important than ever to get vaccinated against influenza this year.
- **Following quarantine orders after travel outside of the San Francisco Bay Area**. SFDPH recommends you quarantine for 14 days upon return to San Francisco, if during your travels you interact within 6 feet of individuals outside your household when you or those around you are not wearing face coverings at all times.

**When at school**, my family pledges to follow the guidance, including:

- **Completing a daily health check for students each day before students arrive at school.**
- **Actively monitoring for COVID-19 symptoms**, and not attending school if ANY symptoms.
- **Informing the School immediately** (within one hour of learning of the test result) if your child tests positive or has an inconclusive test result and providing documentation of the positive or inconclusive result within 48 hours. Contact the GBS Director of Operations or the GBS Administrative Director at (415) 912-8666 and [healthandsafety@goldenbridgesschool.org](mailto:healthandsafety@goldenbridgesschool.org).
- **Notifying the school and staying home** if any household member (1) has a positive or inconclusive COVID-19 test, (2) has a loss of sense of taste or smell within the last 10 days and have not been tested for COVID-19 or are awaiting testing result, or (3) has unexplained fever and cough/shortness of breath and has had close contact in the last 14 days with a person who has been diagnosed with COVID-19.
- **Wearing a face covering for all school activities**. Staff, students and visitors may not enter the campus, the farm, or outdoor instruction space unless wearing a face covering. Face coverings are required for adults who are dropping off or picking up children in person.
- **Carpooling, when needed**, with the same stable group of people. Everyone in the vehicle should wear a face covering and windows should be open to maximize outdoor air circulation, when feasible.

- **Promptly responding to school notifications and directions.** Students with symptoms of COVID-19 will need to be picked up and are encouraged to get tested as soon as possible. Students cannot attend school until they have met the conditions required to return to school. Contact your regular doctor or clinic for advice. Partner with the GBS Director of Operations or the GBS Administrative to develop a plan, share important updates, and determine a date to return to school.

**Our Golden Bridges School Health and Safety Norms and Community Pledge represent our shared understanding and acknowledgement of what is expected to attend in-person instruction.**