

Waldorf School of Pittsburgh's Health & Safety Plan

The Waldorf School of Pittsburgh (WSP) Covid-19 policies and procedures are developed and will be modified, if required, with the health of the entire school community in mind. Adaptations and modifications will be made per recommendations and guidelines from local and state health departments and from the Centers for Disease Control and Prevention (CDC) and the Infectious Disease Team.

1. Identification of an Infectious Disease Team, Roles and Responsibilities

- WSP's Infectious Disease Team is led by the Head of School and the Board President. This ad hoc committee works to integrate health and safety, scenario planning, financial and legal implications, facilities, and curriculum delivery methods related to the pandemic. Its purpose is to have oversight of the COVID-19 response work, acting as a central source of real-time information and actions. The goal of the WSP Infectious Disease Team is to ensure safety and keep essential operations going while establishing more effective and strategic decision-making systems for the future. A team of advisors works with the Infectious Disease Team to support decision making.

2. Steps to protect students and staff at higher risk for severe illness

- WSP will strive to follow guidelines established by the Centers for Disease Control (CDC), the Pennsylvania Department of Health and the Allegheny County Health Department.
- WSP will maintain flexible attendance policies for students and staff. Parents must communicate the reason for a child's absence. If ill, they must report symptoms. If employees require additional sick days, they must request them in writing for approval.
- If an employee has a written document from a physician stating they are not able to wear a face mask, WSP will provide face shields for the employee. If a student has a written document from a physician stating they are not able to wear a face mask, they must provide and wear their face shield. Face shields are considered additional PPE, not a substitution for a face mask except under the direction of a physician.
- Employees who identify themselves as high risk will not be assigned morning and dismissal duties, recess and lunch coverage, and front office duties.
- We will offer an upper grades choir outdoors at this time. Students with complex medical needs (identified by their parents) who take woodwinds will be able to join the woodwinds class from a separate classroom via Zoom.
- Singing indoors will be considered on a case-by-case basis with windows opened, CO2 monitoring, and all individuals masked for a limited time so long as the CDC community level is in the low or medium ranges.
- Recorder playing must take place outside. Woodwinds class will take place outside or in the auditorium. All students will be provided with special PPE (masks and instrument covers) specifically for woodwind instruments.
- If a WSP family wishes for their child to be known as high risk, they must identify themselves in writing to their lead teacher or administration. The definition of high risk is anyone that has a condition that puts them at a higher risk for serious illness (such as immunocompromised, diabetes, heart and lung disease, older age, etc.). Names

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will be kept confidentially (within administration and the students' teachers).

3. Processes for Monitoring Students and Staff for Symptoms and History of Exposure.

- Signs and symptoms of students and employees will be checked prior to arrival through the Daily Symptom Checklist:
https://www.waldorfpittsburgh.org/_files/ugd/801a38_fce74fc3d9ec4e50a37753a0f6ed89c5.pdf
- WSP will create a process (with special consideration for child, family, and staff) to address privacy concerns of monitoring practices and the potential stigma associated with monitoring and confirmed exposure or cases.
- All parents or students, employees and visitors are expected to complete the Symptom Checklist daily prior to arrival. Anyone experiencing symptoms is expected to stay home
- Employees must all sign attestations and will be expected to stay home if they are sick. Parents must sign WSP's Health & Safety Plan Family Acknowledgment and will be expected to keep sick children home. When you self screen, and you feel that you are the least bit unwell, it is an excused absence.
- WSP will maintain flexible attendance policies for students. Parents must communicate the reason for a child's absence. If ill, they must report symptoms. If employees are ill they must report symptoms and inform their supervisor if they have seen a doctor for a potentially communicable disease. If employees require additional sick days, they must request them in writing for approval. It is critically important to stay home if you are sick.

4. Guidelines for Individuals Developing Symptoms on Campus.

- WSP will identify an isolation room or area (two spaces in the main school building and one in the Little Friend's Yellow House) to separate anyone who exhibits COVID-19 like symptoms, or for whom positive test results are received while at WSP. Plexiglass walls will be used to define the isolation area.
- A parent or authorized emergency contact person must pick up a child within an hour of being informed of a child sick at school. An employee will escort a child who is sick outside to be picked up by a parent. This procedure limits the number of people entering the building.
- Parents will be reminded that whomever is listed as an emergency contact, will be called if a parent cannot come to pick up a child who is ill.
- Areas used by a sick person will be closed off and not used before the area is cleaned and disinfected.
- WSP will follow OCDEL regulations regarding return to school for the Little Friends, Morning Garden, Nursery and Afterschool programs.

5. Hygiene Practice Guidelines

- WSP will teach and reinforce washing hands and covering coughs and sneezes among students and staff.
- In WSP's Back-to-School Meetings and Trainings, we will teach and reinforce use of face coverings among all employees.
- Mask wearing for individuals 2 years and older will be optional when the Community Level,

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as determined by the CDC, is Low. When the Community Level is Medium or High, masks will be required to be worn in all buildings, with the exceptions of meal times and rest times in the Early Childhood programs.

- "Face mask" means a covering of the nose and mouth that is secured to the head with ties, straps, or loops over the ears or is wrapped around the lower face. Individuals should wear KN95 or KF94 masks (provides the greatest protection) or surgical masks or multi-layered cloth masks that fit well and provide good mouth and nose coverage. Neck gaiters and bandanas will not be considered acceptable face masks. Face masks with exhalation valves or vents will not be considered acceptable face masks.
- If a student or employee has forgotten their face mask, WSP will provide a disposable protective face mask. We recommend each individual has enough masks for one week.
- Cloth masks should be washed daily. An extra mask may be kept in the child's cubby (preferably in a labeled brown paper bag - not plastic). There is no sharing of face masks or face shields.
- WSP will continue to purchase adequate supplies, and carefully monitor inventory, to support healthy hygiene behaviors, including soap, hand sanitizer with at least 60 percent alcohol, paper towels, tissues, and no-touch trash cans.
- WSP will post signs on proper hand washing.
- WSP will ensure communications are in common languages spoken at school and easily understandable for children and adults.
- WSP will work with health departments and local health care systems to disseminate hygiene and disinfection strategies for transmission prevention at home.
- WSP has increased the number of sinks/hand washing stations throughout the school building and campus. Hand sanitizer will be provided for children and staff.

6. Expectations for Posting Signage in Highly Visible Locations

- WSP will post signs in highly visible locations as appropriate for children that promote everyday protective measures such as hand washing and properly wearing a face mask.
- WSP will continue to dedicate a page on our website to COVID-19 information.
- WSP will include messages (e.g. videos) about behaviors that prevent the spread of COVID-19 when communicating with staff and families.
- WSP will inform our community about printable digital resources on CDC's communications resources main page ([link](#)).

7. Procedures for Cleaning, Sanitizing, Disinfecting, and Ventilating Learning Spaces and any Other Areas Used by Students (i.e. restrooms, hallways, and transportation)

- Frequently touched surfaces and objects within the school will be cleaned at least daily including door handles and sink handles. Cleaning products will be available to employees so areas may be cleaned more frequently.
- Windows and doors in restrooms, hallways, and classrooms will remain open to increase air circulation whenever possible.
- WSP has invested in HEPA air purifiers and CO2 monitors for every classroom.
- WSP will monitor CO2 levels in classrooms regularly throughout the day.
- Drinking fountains will be shut off and covered. Filtered water from specific sinks on each floor will be available.

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- Little Friends will follow OCDEL's Recommended Cleaning Schedule
- Early Childhood will use bedding that can be washed. Child's bedding will be kept separate, and stored in individual bags or containers. Cots and mats will be labeled for each child. Bedding that touches a child's skin will be cleaned weekly.
- Bedding for Early Childhood programs will be laundered by the WSP staff to reduce the back and forth transportation between the child's home and the facility (OCDEL)

8. Protocols for Student Desks/Seating

- Student and teacher groupings will be as static as possible indoors by having the same group of students stay with the same teachers and assistants.
- The number of individuals in an indoor space will be determined in conjunction with our CO2 monitoring data, social distancing guidelines, and Air Quality Enhancement Design (AQED) Analysis.
- Social distancing practices to the maximum extent feasible and appropriate will be maintained.
- WSP will limit gatherings, events, and extracurricular activities to those that can maintain WSP's Health and Safety Plan.
- Movement classes will be held outside or in the auditorium.
- Classrooms will be organized consistent with CDC guidelines with advisor input, as needed.
- When eating indoors students will be facing the same direction and socially distanced to the maximum extent feasible.

9. Procedures for Restricting the Use of Cafeterias and Serving Meals in Classrooms

- Early Childhood snacks will be prepared in accordance with all food safety guidelines of all governing bodies. Grades students will bring packed snacks and lunches from home.
- Little Friends will eat meals in their designated classrooms.
- Food and utensils will not be shared by individuals.

10. Protocols for Sporting Activities

- WSP will select and provide safe opportunities for exercise and sports activities for students based on health and safety guidelines such as:
 - Physical proximity of players, and the length of time that players are close to each other or to staff.
 - Amount of necessary touching of shared equipment and gear (e.g., protective gear, balls, mats, or water bottles).
 - Ability to engage in social distancing while not actively engaged in play (e.g., practice, games).
 - Engagement of players at higher risk of developing serious disease.
 - Size of the team.
 - Limit travel outside of the local community.
 - Implement transmission risk-mitigation protocols in noncontact sports to address hygiene, disinfection of equipment, distancing during practice and competition,

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<p>and numbers of participants.</p> <ul style="list-style-type: none">○ Require enhanced surveillance for any contact sports to minimize higher risk of transmission in participating athletes.
11. Schedules for training all faculty and staff on the implementation of the Health and Safety Plan before providing services to students
<ul style="list-style-type: none">● Meetings and training regarding the Health and Safety Plan will be facilitated at regularly scheduled meetings so information can be accessible.● Training documents will be disseminated and updated as a reference for employees.
12. Student Interaction Protocols
<ul style="list-style-type: none">● Early Childhood drop off and pick up will occur in designated play yards.● Grades 1-8 will enter the building without a parent/guardian . Pick up will occur in a designated area of the grades play yard.● Group events, gatherings, or meetings may be held virtually. Social distancing to the extent possible between people will be promoted if in-person meetings or events are held.
13. Procedures to limit the sharing of materials among students
<ul style="list-style-type: none">● Students' belongings will be kept separated from others' and in individually labeled containers, cubbies, lockers or other areas.● WSP will ensure classes have adequate supplies to minimize sharing of high touch materials to the extent possible. If materials must be shared, WSP teachers will ensure cleaning and disinfecting between uses.
14. Visitors and Volunteers
<ul style="list-style-type: none">● Field Trips will be carefully selected in accordance with the WSP Health & Safety Plan.● Nonessential visitors, volunteers, guest teachers, and activities that involve other groups will be restricted inside the building(s); however, consistent pod volunteers will be asked to serve in the school building on a regular basis and must complete a WSP COVID-19 training prior to service. Visitors will be required to follow all WSP Health and Safety protocols.
15. Protocols for adjusting transportation schedules and practices to create social distance between students
<ul style="list-style-type: none">● Students will not be allowed to arrive at school before 8 am. If a bus arrives early, students will maintain a social distance of 3 feet in a designated area either in the main hallway or outside.● Social distancing between children on school buses will be encouraged. This is outside of WSP's purview, but WSP understands bus companies are working on this.
16. Communication Protocols and Standards
<ul style="list-style-type: none">● WSP's Health and Safety Plan will be posted on the school's website.● WSP will provide regular updated information on the school website and as necessary in

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weekly announcements.

- Caregivers and families must practice and reinforce good prevention habits at home and within their families.
- WSP will remind parents to keep their child at home if sick with any illness.
- WSP will prepare parents and families for remote/distance learning if school is, or specific classes are, temporarily dismissed.
- WSP will discourage students and families from gathering on school property at dismissal time to help slow the spread of COVID-19 in the community.
- WSP will encourage social distancing.
- WSP will require travel protocols per state guidelines: [COVID-19 Information for Travelers](#).
- All WSP programming (which includes Little Friends) has decided that one positive case (student, employee, tutor, or person in the building) may require the campus to close for 2-10 days following the confirmed positive COVID-19 case and/or proceed under the guidance of the Pennsylvania Department of Health.
- The operator shall inform parents of enrolled children when there is a suspected outbreak of a communicable disease or an outbreak of an unusual illness that represents a public health emergency in the opinion of the Pennsylvania Department of Health.

17. Guidelines for Positive Cases and Quarantines.

- The WSP will use the definition of a "close contact" as established by the CDC. Cases and/or individuals who are "close contacts" will be reported to the Allegheny County Health Department and/or Office of Child Development and Early Learning (OCDEL) as required.
- The WSP will follow guidelines established by the CDC for individuals who test positive for Covid-19, individuals who are close contacts, quarantines and isolations.
<https://www.cdc.gov/coronavirus/2019-ncov/your-health/quarantine-isolation.html>
<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/sick-at-child-care-flowchart.html>
- If employees require additional sick days, they must request them in writing for approval.
- Per our current policy, if an employee is ill, he/she/they must inform their supervisor the night before or by 6:30 am the day they will be absent. Student absences must be reported by 9:00 am on the day the child is ill.