

# Laguna Niguel Montessori Center

*"Academic Excellence in Harmony with Young Lives."*



## Waiver Application Form

Background Information:

Name of Applicant: ES Laguna LLC, dba Laguna Niguel Montessori Center

Name of School District: Capistrano Unified School District

School Type: Private, Independent, or Faith Based School (Montessori)

Number of Schools: 1 Enrollment: 46

Superintendent: Debbie McLane

28083 Moulton Parkway, Laguna Niguel CA 92677

Number of Students and number of classes per grade proposed to be reopened:

Class # 1 3 TK, 12 K, 8 1<sup>st</sup> grade Class #2 15 K, 8 1<sup>st</sup> Grade

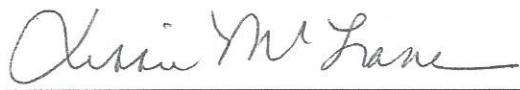
Maximum group size is 12

Date of Proposed Reopening: September 15<sup>th</sup>

Name of Person Completing Application: Debbie McLane, Head of School

Phone Number: 949-643-1200

Email: [dmclane@ocmontessori.com](mailto:dmclane@ocmontessori.com)

Signature:  August 27, 2020

I Consultation:

Please confirm consultation with the following groups:

Labor Organization

Laguna Niguel Montessori does not work with a Labor organization

Parent and Community Organizations

Laguna Niguel Montessori has consulted with the school community to determine the need to open the school to in-person instruction. There is overwhelming support and demand from the parents for the school to open. Laguna Niguel Montessori has consulted with families over the last several weeks through emails, in-person meetings and a multitude of personal phone calls. Parents were notified of our reopening plan in July and were given our protocol procedures regarding safely reopening the school. This included distancing, cleaning, staffing, communication, cohorts etc. All Covid procedures have been included on our website: [ocmontessori.com](http://ocmontessori.com)

Staff has all reviewed our health and safety protocols and has agreed and concurs with our Covid Policies and Procedures and has signed acknowledgements to comply with all protocols put in place.

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.
- School Website URL** where reopening plan and waiver are posted.

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