

SY 2021-22 LEA Health and Safety Plans

LEA Name: Capital City PCS

LEA Contact: Karen Dresden

LEA Type: Pre-K;Elementary;Middle School;High School

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Background and Purpose

[OSSE's Health and Safety Guidance for Schools](#) is issued for LEAs and private, parochial and independent schools (schools). LEAs and schools must develop and submit to OSSE comprehensive health and safety plans. This plan is intended to provide the public with information on how the LEA will support the safe reopening and operation of school buildings, including guidelines on masking, social distancing, handwashing and respiratory etiquette, cleaning and maintaining healthy facilities, and appropriate response to a positive COVID-19 case.

OSSE reviewed each LEA's responses to the questions for clarity, completeness, and compliance with the DC Health and OSSE health and safety guidance for schools and provided feedback to the LEA. Before publication, LEA's were given the opportunity to revise their responses based on OSSE's feedback. LEAs and schools are responsible for incorporating additional or updated public health guidance into their policies and procedures throughout the school year as such guidance is released.

Face Masks

1. Provide the LEA's plan to comply with the requirements to:

- **a. except for specific circumstances (e.g., while eating) articulated in OSSE's guidance, all students, staff and visitors, including those who are fully vaccinated, must wear non-medical face coverings or face masks at all times while on school grounds, on school buses and while participating in any school-related activities, including physical education and sports; and**
- **b. masks must be worn correctly.**

In order to meet the requirements of Mayor's Order 2021-69, Capital City will operationalize education guidance as it relates to COVID-19 to the extent feasible to ensure full access for all students to in-person learning. Capital City will employ a layered mitigation strategy including ventilation and air filtration, cohorting, masking, physical distancing, testing, and other preventive measures against COVID-19 transmission. Capital City will follow CDC and OSSE guidance and update policies as recommendations and in-school circumstances change.

To ensure all students, staff, and visitors, including those who are fully vaccinated, correctly wear a non-medical face covering or face mask at all times while on school grounds, on school buses and while participating in any school-related activities, including physical education and sports, Capital City will post and maintain extensive signage, provide training (see questions 19 and 20 below for more detail), and modeling our mask policy.

Mask removal is permissible during distanced eating and drinking, and Pre-k rest time. Our current policy also permits staff who are alone in a room with the door closed to remove their mask. If students are expected to enter the space, however, unmasking will not be permitted so the likelihood of airborne transmission is reduced.

In adherence to CDC masking recommendations, the following masks will NOT be permitted on school grounds, and the wearer will be required to change their mask immediately: (1) masks with ventilation ports and (2) masks which make it difficult for the wearer to breathe (e.g. vinyl). To ensure compliance with our masking policy, if an individual arrives without a face covering, uses a face covering that does not meet CDC recommendations, or loses or damages their face covering while attending a school activity, we will provide them one that meets CDC recommendations. The school and each classroom will keep a supply of masks until such time as face coverings are no longer required at schools.

2. Provide the LEA's policies and procedures in the event that a student, staff member, or visitor is unable or unwilling to wear a face mask at all times.

Some individuals may need time to acclimate to full-time face masking when SY 2021-22 begins. Safety and health policies will be communicated over the summer before returning to in-person activities. During the first week of school, students will be instructed further on health expectations, including wearing a face mask at all times. Staff will receive training during their August PD. Capital City will be supportive and corrective, when needed, rather than punitive in our response to compliance challenges. Intentionally and repeatedly non-compliant students will be subject to the same discipline procedures, centered in restorative justice, that Capital City has in place for other violations of school policies, including those that impact the safety of others. Staff and community members who are repeatedly non-compliant will be subject to existing staff and community policies governing such non-compliance, up to and including being removed from the building, banned from the premises, and/or dismissed from employment at Capital City.

Visitors are currently not allowed in the building, but will be asked to wear masks when on school grounds, regardless of vaccination status.

Capital City will follow CDC and OSSE guidance on supporting students with special needs that limit or prevent their compliance with masking requirements, including providing additional PPE to staff working with maskless students and enhancing other layered safety measures.

3. Provide the LEA's policies and procedures to support physical distancing between individuals and within

and across groups, including in classrooms, common spaces, during arrival and dismissal procedures, and during extracurricular activities.

In order to meet the requirements of Mayor's Order 2021-69, Capital City will operationalize education guidance as it relates to COVID-19 to the extent feasible to ensure full access for all students to in-person learning. Capital City will employ a layered mitigation strategy including ventilation and air filtration, cohorting, masking, physical distancing, testing, and other preventive measures against COVID-19 transmission. Capital City will follow CDC and OSSE guidance and update policies as recommendations and in-school circumstances change.

We will make our best efforts to maintain the recommended six feet of physical distance among students and adults at all times on school grounds, inside and outside the building, with the exception of classroom seating, where students will be distanced at the recommended three feet.

Efforts to ensure physical distancing compliance will include staggering arrival and dismissal times, using multiple entrances, and encouraging students to maintain six feet of physical distance when entering the building and moving to or from classrooms. Two distinct lanes going opposite ways (e.g. stay to the right) will be instituted on each side of the hallway to reduce mixing in hallways and stairwells. This should be feasible with added signage, practice, and the significant reduction in student traffic between classrooms. Lockers and personal storage in the hallway areas will be re-instituted for SY 2021-22; cubby and locker assignments, as well as times different cohorts can access their space, will be leveraged to separate students and reduce congregation. Age-appropriate signage will be posted to remind students and adults of the importance of physical distancing as well as other preventive strategies.

Each classroom will be organized to support students being seated at least three feet apart from one another. Our spacing configurations vary based on age and the nature of activity in which students are participating. For our Lower School rooms, carpets and other social-centric furniture may be used. In our Middle School and High School, all desks will be oriented the same direction, facing towards teachers, or in two groups facing outward to each end of the room. To a limited degree, students may change orientations at their individual desks to face each other in situations requiring collaboration, while still maintaining three feet of distance. We believe that the benefits to students socializing and learning in more collaborative settings outweigh the risks, especially due to our layered mitigation strategies.

Teachers will generally stay at least six feet from students and other adults, though this is not feasible 100% of the time. Dedicated aides and other adults working closely with individual students also may not be able to maintain six feet distance at all times. As noted previously, Capital City will employ a layered mitigation strategy including ventilation and air filtration, cohorting, masking, physical distancing, testing, and other preventive measures against COVID-19 transmission. Under these circumstances, and accommodating for the specific needs of those individuals which they are serving, appropriate personal protective equipment (PPE) recommendations per OSSE and NIOSH will be followed (face shields, gloves, etc.).

Capital City will not hold in-person assemblies or large gatherings until CDC and OSSE guidance allows for this. During activities such as fitness classes, recess, and during arrival and dismissal, the school will have signage posted and staff to remind students and adults to remain six feet apart.

Finally, to provide additional mitigation of risk when physical distancing guidelines cannot be met, Capital City is encouraging all staff, eligible students, and their families to get vaccinated, and requires everyone to wear a mask on school grounds. Capital City is working with the DC Department of Health to hold at least two vaccine clinics on campus for any interested school community members before the start of SY 2021-22.

4. Provide the LEA's policies and procedures regarding the use of cohorts for students and/or staff, including steps to minimize interactions between cohorts, as applicable.

In order to meet the requirements of Mayor's Order 2021-69, Capital City will operationalize education guidance as it relates to COVID-19 to the extent feasible to ensure full access for all students to in-person learning. Capital City will employ a layered mitigation strategy including ventilation and air filtration, cohorting, masking, physical distancing, testing, and other preventive measures against COVID-19 transmission. Capital City will follow CDC and OSSE guidance and update policies as recommendations and in-school circumstances change.

Due to the limited feasibility of reducing teacher movement between classrooms, monitoring student distancing within a

cohort and the need for students to mix within grade levels to support meal service, Capital City will treat each grade level as its own cohort. While classrooms will include 15-26 students at a time, based on three feet of physical distancing, a cohort will comprise all the classes in a grade level. Per our enrollment, we will have up to 58 students per grade-level cohort in Lower School, 80-85 students per grade-level cohort in Middle School, and 70-120 students per grade-level cohort in High School.

We will be maximizing the flexibility which large cohorting provides during meals. In the Lower School, half of each class will eat lunch in the classroom, while the other half is outside at recess. In the Middle School, half of a grade-level cohort will eat in the cafeteria at separate tables spaced six feet apart, while the other half eat in their classrooms, spaced six feet apart. We are still working to allocate additional spaces in the building to support various needs, and may end up using our theatre as a dining area for our High School students in a similar way as we use the cafeteria for our Middle School.

To limit mixing of grade-level cohorts, we plan to implement the following procedures: staggered start and end times; designated entry and exit points; teacher (not student) rotation between classrooms; minimal and efficient passing between classes; staggered lunch and recess times; and meals in classrooms.

5. Provide the LEA's policies and procedures to support handwashing and respiratory etiquette including frequent, proper handwashing strategies and encouraging covering coughs and sneezes.

Capital City's policy for handwashing and respiratory etiquette is to provide hand sanitizers that contain at least 60 percent alcohol in all rooms, at entrances, and throughout the building's common areas. We will also post signs around the building which support respiratory etiquette, including encouraging covering coughs and sneezes. Most Lower School classrooms have sinks, but some of the rooms that have been allocated for use to meet physical distancing needs do not. Additionally, Capital City does not have sufficient restroom capacity to provide sink access to all students while maintaining physical distancing recommendations. The school will encourage frequent, proper handwashing strategies by staff and students with soap for at least 20 seconds when feasible, but our group restrooms on each floor will be limited to two people at a time.

All students and staff will have the opportunity to wash hands, either with soap and water for at least 20 seconds or, if not readily available, with hand sanitizer at the following times:

- Before, during, and after preparing food
- Before and after eating food
- Before and after caring for someone at who is sick
- Before and after treating a cut or wound
- After using the toilet
- Cleaning up a child who has used the toilet
- After blowing nose, coughing, or sneezing
- After touching garbage
- Before and after touching eyes, nose, or mouth
- Before and after touching mask
- Before and after touching an item or surface that may be frequently touched by other people, such as door handles, tables, toys, sports equipment

6. Provide the LEA's plan to make available adequate supplies (e.g., soap, paper towels, hand sanitizer, tissues) to support healthy hygiene practices including, as relevant, in classrooms, bathrooms, offices and common spaces.

Capital City will have hand sanitizer that contains at least 60 percent alcohol, paper towels, and tissues in all bathrooms, classrooms, and common areas. We will complete daily replacements and weekly supply inventory. The building is already outfitted with hands-free soap dispensers and paper towels in every bathroom. These will be checked on a nightly basis by our custodial staff.

7. Provide the LEA's policies and procedures to acquire, distribute and support the appropriate use of PPE including gowns/coveralls, gloves, surgical masks, eye protection (face shield or goggles) and N95 masks, as relevant and necessary.

Capital City's COVID Re-Entry Operations team and other operations staff will ensure we maintain a sufficient inventory of personal protective equipment (PPE). This includes PPE anticipated through the next month. Items have been in stock on site for several months already and we are assessing the need for additional inventory to start the school year. Our PPE is kept in secure locations and will be distributed to all classrooms, workspaces, and common areas as needed.

We plan to follow all OSSE guidelines outlining situational PPE usage. Staff responsible for responding to symptomatic students, managing arrivals, conducting asymptomatic testing, serving meals and cleaning will be issued all recommended PPE in advance of their service. Those who are required to wear PPE in addition to, or in replacement of, their face covering due to higher risk activity will be fitted with PPE according to OSSE guidelines and per NIOSH standards, as well as trained in appropriate use, and donning and doffing processes.

Maintain Clean and Healthy Facilities

8. Provide the LEA's schedule for routine cleaning of rooms, surfaces and objects, including high touch objects and surfaces (e.g., pens, keyboards, elevator buttons, light switches, handles, stair rails, faucets, phones, doorknobs, grab bars on playgrounds).

Capital City's schedule for maintaining clean and healthy facilities is as follows:

- **Classrooms:**
 - Floors will be cleaned nightly.
 - Student desks and chairs will be cleaned throughout the day and nightly.
 - Teacher desks and chairs will be cleaned nightly.
 - Walls and white boards will be cleaned nightly.
 - Manipulatives, text books and other instructional materials will be cleaned throughout the day.
 - Pens, pencils, white board markers, crayons, markers, etc. will be cleaned throughout the day.
- **Hallway/Stairs:**
 - Fixtures, such as switches, knobs, buttons, will be cleaned throughout the day.
 - Railings will be cleaned throughout the day.
 - Floors of hallways will be cleaned throughout the day.
 - Lockers will be cleaned nightly.
- **Offices and Common Areas:**
 - Pens, Pencils will be cleaned throughout the day.
 - Fixtures, such as switches, knobs, buttons, will be cleaned throughout the day.
 - Chairs will be cleaned nightly.
 - Copiers, etc. will be cleaned nightly.
- **Bathrooms:**
 - Surfaces will be cleaned throughout the day.
 - Floors will be cleaned nightly.
 - Fixtures, such as handles, switches, faucets, will be cleaned throughout the day.
- **Outdoor Spaces:**
 - Playgrounds will be cleaned throughout the day.
 - Balls, toys, etc. will be cleaned throughout the day.

9. Provide the LEA's cleaning and disinfecting protocols in the event that (1) a student, staff member, or visitor develops symptoms of possible COVID-19 while in the school; or (2) if the school is notified that a

student, staff member or visitor who tested positive has been in the school.

Capital City will follow OSSE's guidance, which addresses all of the scenarios above, on how to disinfect and clean when a member of our community either develops symptoms of COVID-19 while in school or tests positive. The protocols include those outlined on pages 17 and 18 of [OSSE's Health and Safety Guidance for Schools: Coronavirus \(COVID-19\) Recovery Period](#), which includes [DC Health's Guidance on Cleaning and Disinfection for Community Facilities with Suspected or Confirmed COVID-19](#).

10. Provide the LEA's plan to make available sufficient and appropriate cleaning and disinfection supplies.

Capital City adheres to certain chemical standards due to its LEED Certification. However, during the COVID-19 pandemic, we have maintained (and will continue to maintain) compliance with CDC, OSSE, and the EPA List-N COVID Disinfectants for cleaning and disinfecting supplies. Students will not be permitted to participate in disinfecting procedures, and for more extensive and thorough cleaning, (electrostatic cleaning, for example) students will be offsite.

Capital City will complete an inventory of cleaning and disinfecting supplies on a daily basis and will place orders weekly to ensure we have a full month's supply on site at all times. We will also maintain at least a month of extra PPE and mask supply at any given time. In addition to in-house custodial staff on site every day, Capital City has a contracted janitorial services provider, Busy Bee Environmental, which provides a full team to clean and disinfect the building every night. Our vendor is experienced in cleaning schools and government buildings and follows CDC standard cleaning practices, including use of gloves and other required PPE (gowns depending on splash risk) while cleaning and disinfecting spaces throughout the building. They too are subject to our masking rules on campus grounds. They are also responsible for ensuring sufficient disinfection and cleaning supplies remain available on site. Capital City operations staff frequently conduct random checks to promote regular compliance. Despite recent changes to OSSE PPE requirements, we will continue to require cleaning staff to wear gloves.

11. Provide the LEA's plan to perform necessary maintenance to ventilation and water systems and features (e.g., sink faucets, drinking fountains, decorative fountains) so that they are ready for use and occupancy and are adequately maintained throughout the operating period.

Capital City is fortunate to operate from a LEED-Gold certified building that was fully renovated in 2012. As a LEED-Gold certified building, each classroom and most offices have an independent ceiling filtration system which provides fresh air to each room. There are functional windows in most rooms, but with limited capacity to open. The windows are not an important part of the ventilation design.

Capital City has upgraded to MERV-13 filters to better filter the air in the room, while increasing our individual classroom closed-system air flow rates to bring in more outside air each hour. Through our building management software, we are able to monitor airflow and ensure that it is working properly. To supplement our existing, high-performing air filtration system, Capital City will also place a stand-alone HEPA air purifier in each classroom. This is intended to further enhance air filtration throughout the day, especially while students remove their masks to eat in the classrooms.

Capital City has disabled all water fountains in the building, with the exception of our four no-touch bottling stations (one on each floor, plus one in the main lobby area.) Employees and students have been instructed to use only the no-touch bottle-filling stations provided throughout the building and to not attempt to drink directly from water fountains. Signage will be installed and water fountain bubblers will be covered. Water fountains are cleaned multiple times daily by our custodial team and again by our night cleaning crew.

Capital City flushed the building's plumbing system prior to returning students for SY 2020-21 learning hubs, but will flush all faucets again prior to the start of SY 2021-22.

Response to a Confirmed or Suspected COVID-19 Case

12. Describe the LEA's policies and procedures to:

- **a. Comply with the requirement to not admit or to dismiss any student, staff member or visitor who is COVID-19 positive or otherwise meets criteria for exclusion, per OSSE's guidance; and**
- **b. Dismiss any individual or cohort that is potentially exposed to COVID-19 within the school setting.**

In the event a member of the Capital City community tests positive for COVID-19 or otherwise meets criteria for exclusion, Capital City will either not admit or will dismiss individuals following guidance from OSSE and DC Health.

In the morning, we will utilize "Ask, Ask, Look" to screen every student at the door, and not admit them if any of the following information is true:

- They are confirmed COVID positive in the last 10 days
- They have traveled outside of the DMV in the last 10 days without returning a negative PCR test
- They are a close contact of confirmed positive COVID-19 individual
- Themselves or a family member are awaiting test results
- They report any symptoms including:
 - Fever or chills
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue
 - Muscle or body aches
 - Headache
 - New loss of taste or smell
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea
 - Trouble breathing
 - Persistent pain or pressure in the chest
 - New confusion
 - Inability to wake or stay awake
 - Pale, gray, or blue-colored skin, lips, or nail beds, depending on skin tone

Staff will not be asked these questions for entry, but are expected to report to their supervisor if they are experiencing symptoms, or meet any of the other exclusionary information that we ask the students above. The COVID-19 Safety Team will coordinate with the individual to determine if they are allowed to stay or be admitted, depending on their specific circumstances (vaccinated, etc.)

If symptoms develop, or an individual discloses that they traveled outside the DMV or are a close contact of a confirmed positive COVID-19 individual, they will be separated from their group and dismissed. The individual will wait in the isolation room to prevent further exposure to others. If the individual returns a positive test, we will contact trace for close contacts.

In the event of a positive COVID-19 test result being disclosed, we will send the entire classroom home, and require that they quarantine 10 days along with any other close contacts we identify.

We will use our cohorting policies, interior cameras, scheduling, and attendance information to contact trace and determine whether the member of the school community came into close contact with anyone in the building. We will generally take a cautious approach to quarantining an entire grade of students and impacted faculty included in a cohort, regardless of vaccination status. However, we will attempt to minimize quarantining through contact tracing in the school building where feasible.

Per the most recent OSSE guidelines, we will employ the exact strategies outlined in the *Procedures after Suspected or Confirmed Cases of COVID-19* section of [OSSE's Health and Safety Guidance for Schools: Coronavirus \(COVID-19\) Recovery Period](#).

13. Provide the LEA's plan to comply with the requirements to:

- **a. Identify a staff member as the COVID-19 point of contact (POC) to whom families, staff, contractors and vendors should report a positive case of COVID-19 and who is responsible for reporting positive cases of COVID-19 to DC Health;**
- **b. Report any applicable positive COVID-19 case in a student, staff member or essential visitor to DC Health on the same day the school is notified;**
- **c. Not exclude students or staff with pre-existing health conditions that present with specific COVID-19-like symptoms on the basis of those specific symptoms, if a healthcare provider has provided written or verbal documentation that those specific symptoms are not due to COVID-19.**

Our COVID-19 point of contact (POC) is Jonathan Weinstein, Chief Operating Officer, who will have regular contact with families, staff, contractors, and vendors, as well as report positive cases of COVID-19 to DC Health. Capital City has experience from the past year and a half making this type of report to DC Health, following OSSE guidance.

Capital City has prepared standard communication templates to notify our community of any positive cases in the building. The COVID-19 POC, or their designee, will be available to receive calls throughout the day and into the evening hours. The COVID-19 POC will also work with Capital City's COVID Re-entry Operations team to proactively reach out to families of students, staff, and visitors who have symptoms, or who have been absent, to inquire. All confirmed reports will be shared with DC Health in a format acceptable to them.

To ensure that all staff and students have the opportunity to attend school in-person as often as possible, we will not exclude students and staff with COVID-like symptoms if they have provided written or verbal guidance from a medical professional that such symptoms are chronic and unrelated to COVID. To this end, our COVID-19 POC may review all of our daily screening questions to ensure that students or staff with preexisting symptoms have not been exposed. In some cases, the COVID-19 POC may seek the counsel of the school nurse.

14. Provide the LEA's procedures to support DC Health with contact tracing in the event of a positive case of COVID-19.

Capital City will require all students' families to submit a signed health agreement indicating that they will complete a home health check daily, keep their student home if they are symptomatic or have traveled outside the DMV, and notify Capital City if their student is symptomatic of COVID-19 or has come into contact with anyone who is. On site, we will utilize the "Ask, Ask, Look" process to evaluate symptoms, travel, and potential exposures before granting students or staff entrance into the school building.

Capital City has budgeted for, and been working to hire, a COVID Re-Entry Operations team to specifically support COVID safety measures, including contact tracing. Our COVID-19 POC will report all positive cases and contact with positive cases to DC Health, as described in Section N on pages 28 and 29 of [OSSE's Health and Safety Guidance for Schools: Coronavirus \(COVID-19\) Recovery Period](#). The COVID-19 POC will contact DC Health if a staff member, essential visitor, or student notifies the school that they (or their student) tested positive for COVID-19 and if the individual was on school grounds or participated in school activities during their infectious period. Immediately upon learning of the positive case, the COVID-19 POC will notify DC Health by submitting an online form on the DC Health COVID-19 Reporting Requirements website using the [Non-Healthcare Facility COVID-19 Consult Form](#).

15. Describe how the LEA will notify the school community, as appropriate, of the positive case and corresponding actions taken by the LEA.

Capital City will always protect the privacy of our students and staff when sharing relevant information about a positive case in the school. Our plan is to notify the entire school when there is a positive case, but to separately notify the impacted cohort and staff. In the event of a positive case, we will generally take a cautious approach to quarantining an entire grade of students and impacted faculty included in a cohort, regardless of vaccination status. However, we will attempt to minimize quarantining through contact tracing in the school building where feasible. This approach is subject to change if the CDC and OSSE issue evidence-based recommendations on how to treat vaccinated and unvaccinated

students differently in terms of quarantining. Capital City's communications with families will indicate the scope and duration of any quarantine period, as well as how to participate in remote learning during the quarantine period.

COVID-19 Testing and Vaccines

16. If applicable, describe the LEA's current or planned COVID-19 testing protocol for symptomatic and/or asymptomatic students and/or staff, including steps the LEA will take to encourage participation in the testing program. Please include the LEA's plan to ensure that results of such testing programs are reported to DC Health per DC Health's COVID-19 reporting requirements: dchealth.dc.gov/page/covid-19-reporting-requirements.

To the extent possible, Capital City plans to take a schoolwide asymptomatic surveillance approach. This approach will be informed by the level of COVID transmission in the District of Columbia and specifically in Capital City's community. At the time of writing, the District of Columbia is at a yellow transmission level, indicating weekly testing for students, teachers, and staff. We are still in the procurement stage of our outreach to potential testing partners, but will employ pool testing as broadly as possible. Despite the costs and time demands of the selected testing model, Capital City will target 100% of in-person attendees weekly, regardless of vaccination status.

Capital City will follow the safety guidelines outlined in *Appendix B: PPE Best Practices for School Staff* of [OSSE's Health and Safety Guidance for Schools: Coronavirus \(COVID-19\) Recovery Period](#) to the extent possible when a school staff member is administering a COVID-19 test. This includes staying six feet distanced from the individual when possible and wearing a fit-tested N95 mask, eye protection (face shield or goggles), gown/coverall, and gloves. The school will follow the protocol outlined in question 14 for notifying DC Health and following DC Health reporting requirements.

17. Provide the LEA's plans to support COVID-19 vaccination of staff and students, as eligible, including efforts to encourage participation in public and community-based vaccination opportunities.

Capital City is working through the DC Department of Health to schedule two summer vaccine clinics for any school or community members interested. The school has been promoting vaccinations since they became available, including identifying initial staff eligible for vaccinations early in the vaccine period, and supporting staff to become vaccinated when the opportunity arose. The school is encouraging eligible individuals to get vaccinated and is addressing concerns by conducting a series of town halls and community meetings with experts.

Students with Disabilities

18. Provide the LEA's plans to provide appropriate accommodations to students with disabilities with respect to its health and safety policies and procedures.

Capital City plans to continue individualized planning to accommodate students with disabilities. To the extent feasible, Capital City will work with students, aides, and other supports to promote adherence to schoolwide policies. Students' families will be able to discuss any concerns they have with the various safety measures outlined in our health agreement as part of the enrollment process. This will allow us to address those concerns prior to the start of the school year.

Training, Technical Assistance, and Monitoring

19. Please provide the LEA's plan to provide training and technical assistance on its policies and procedures to

safely reopen schools in accordance with the DC Health Guidance for Schools and the OSSE Health and Safety Guidance for Schools, including:

- **a. who will receive training and technical assistance; while on school grounds, on school buses and while participating in any school-related activities, including physical education and sports; and**
- **b. the topics that the training and technical assistance will address; and**
- **c. how and by whom the training and technical assistance will be delivered.**

The following trainings on Capital City's policies and procedures to safely reopen schools will be provided:

- Cleaning and Disinfecting Procedures; provided to all staff during August professional development by our COVID Re-Entry Operations Manager
- Personal Protective Equipment Usage; provided to all staff during August professional development by our COVID Re-Entry Operations Manager
- Health and Safety Expectations; provided to all students, grades K - 12, during the first week of school by teachers, who will have been trained by our COVID Re-Entry Operations Manager
- Masking and Hygiene Activity; provided to Pre-K students, during the first week of school by teachers, who will have been trained by our COVID Re-Entry Operations Manager.

20. Provide the LEA's plan to monitor the implementation of the health and safety plans at each campus, including how, when and by whom the implementation will be monitored, and how the LEA will respond if a given campus is not adhering to the plan.

Capital City has built a COVID Re-entry Operations team to address COVID-related concerns and implement policies as the community returns to in-person instruction. Implementation and compliance will be evaluated daily, so that adjustments can be made as needed.

21. Describe the LEA's plans to communicate key health and safety policies and procedures to students, families, staff and visitors.

Capital City will remain as communicative and transparent as possible with its plans for SY 2021-22. The school has created a page on its [website](#) dedicated to re-entry plans and policies, accessible to the public in both Spanish and English. Capital City also communicates with its families through weekly e-newsletters, which include any significant updates or new policies and procedures. Students will be informed about policies and changes in the classroom as appropriate, with the expectation that their parents will remain up-to-date and share communications between them and their student. As part of this effort, Capital City will provide students and staff with SY 2021-22 re-entry guides for easy reference and information.