

SY 2021-22 LEA Health and Safety Plans

LEA Name: Digital Pioneers Academy PCS

LEA Contact: Mashea Ashton

LEA Type: Middle School;High School

Date Generated: 08/10/2021

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 full 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.**

Digital Pioneers Academy's policy is that all students, staff, contractors and visitors **MUST** wear a mask correctly - covering the nose and mouth -- at all times while on our property. This applies to both vaccinated and non-vaccinated individuals.

Throughout the day, those at DPA must wear their mask inside and outside throughout the day. This includes all academic classes, elective classes, PE classes, outdoor athletics or other outdoor activities, on school buses, field trips, and any other activities related to school. This also includes staff development when students are not in the building and any family/parent nights such as conferences or Back to School Night.

There are a few exceptions to when individuals do not have to wear masks, such as eating, or if an individual is alone in their office with the door shut.

For both adults and students, DPA will consistently use verbal and non-verbal reminders -- as well as very clear signage posted throughout the building -- about how to wear a mask correctly (over the nose and mouth) as well as when to wear it (at all times except while eating). If students or staff repeatedly refuse to comply with this rule, DPA will go through its disciplinary process.

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.

For students who refuse to wear a face covering at all times, the following procedure will be followed: 1) Students will receive a non-verbal warning indicating that a mask needs to be worn correctly. 2) In the event of non-compliance, students will receive a verbal warning. 3) On the third event of non-compliance, a dean will be called, the student will be escorted from class, and the parent will be called. 4) If this does not resolve the situation, the student will have a conference with a parent. 5) If this is a repeated behavior, as a last resort, further actions will be taken, such as restorative programming.

Staff or visitors who refuse to wear a face covering will be warned once. If the behavior continues, they will be asked to leave the building for the day and will have a meeting the next morning with HR to discuss future action. If the action is repeated over time, with appropriate documentation, the employee may be terminated.

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.

Digital Pioneers Academy's policies around physical distancing comply with all DC Health Guidelines, seek to keep our community safe, and maximize efficiency for all stakeholders.

Each classroom will be organized to support students seated and standing at least 3 feet apart from one another (head to head). Teachers will stay at least 6 feet from students and each other. We are encouraging all staff and eligible students to get vaccinated, and will require masks. The school will not hold in-person assemblies until guidance allows for this. During activities such as PE, recess, and during arrival and dismissal, the school will continue to have signage reminding students and staff to stand at the appropriate social distance for their age,

which is currently 6 feet for all.

To promote physical distancing, our LEA is implementing the following policies and procedures:

- 1) We will have desks situated so that head to head, students are 3 feet or more apart. They will also have plexiglass shields.
- 2) In common areas, such as the hallway and outside, students will always be at least 3 feet apart.
- 3) For athletic and other extra-curricular activities, students will be reminded to wear a mask 100% of the time and to be at least three feet apart.

Arrival Procedures:

Students will be cohorted into individual homerooms so that in the event of a positive case, fewer students will need to quarantine. This means that each cohort cannot interact with any other cohort for more than 15 minutes, and within 6 feet. In order to do this efficiently and effectively, DPA will maximize use of all entrances and exits. Both DPA campuses will have staggered arrivals by grade level that utilize all entrances so there is one homeroom per entrance at a given interval. In our multi-grade campus, the entrance times will be staggered by 15 minutes. In our single-grade campus, scholars will use all entrances to enter at the same time. Tardy students will wait in line socially distanced (in a specific area) and wait to be allowed into the building by school staff. They will be escorted to their cohorts. While any group of students waits, they will always be 3 feet from each other, marked by social distancing stickers and monitored by an adult.

Dismissal Procedures:

Students will be cohorted into individual homerooms so that in the event of a positive case, fewer students will need to quarantine. This means that each cohort cannot interact with any other cohort for more than 15 minutes, and within 6 feet. In order to do this efficiently and effectively, DPA must maximize use of all entrances and exits. Both DPA campuses will have staggered dismissals by grade level that utilize all exits so that there is one homeroom per entrance at a given interval. In our multi-grade campus, the exit times will be staggered by 5 minutes. The dismissal will be much more easily managed than the arrival, as students are already in the building. Our team will take scholars who are walking, using public transportation or getting carpooled to their appropriate locations. In our single-grade campus, scholars will use all entrances to exit at the same time.

Each cohort will have its own prescribed bathroom times that are optional for students. This way, we will not encounter a situation in which students from other cohorts mix while in the bathroom or en route to the bathroom or other place. Students in one cohort will not be in the hallway at the same time as a student from another cohort.

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.

Our LEA is planning on creating cohorts by homeroom in our middle school. There are 5 homerooms per grade at DPA, so there will be 10 cohorts in 7th and 8th grade, and at our 6th grade campus, there will be 5 cohorts. In our 9th grade, which is co-located with our 7th and 8th grades, we will cohort by grade because classes mix at the high-school level.

To limit cohorts mixing, we may implement the following procedures: staggered start and end times, different entry and exit points, designated bathrooms, multiple bell schedules for passing between classes, limited bathroom breaks and designated bathrooms by cohort, staggered lunch and recess times, meals in classrooms. Cohorts will be maintained at arrival, dismissal, lunch and recess as well.

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.

Our policy for Handwashing and Respiratory Etiquette is below:

- A Health Screen occurs for all people entering DPA.
- Health Screen materials are properly cleaned.
- Adequate supplies (e.g., soap, paper towels, hand sanitizer, tissue) are readily available in every bathroom and

classroom throughout the day.

- All scholars will be provided with their own materials (school supplies, wipes, water bottle) in designated and labeled bags or bins.
- All scholar belongings will be separated and stored in designated areas (e.g. locker, cubby, bin).
- Electronic devices (e.g. computers, smartphones, Chromebook) will be assigned to an individual. In the event that a scholar may need to borrow one (e.g. IT issue, forgot), DPA will provide recently sanitized equipment.
- Increase air circulation only where safe and possible and ensure ventilation systems are operating properly.
- Encourage staff and scholars to cover coughs and sneezes with a tissue. Used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds.
- We have installed no-touch fixtures where possible: automatic faucets and toilets, touchless foot door openers, touchless trash cans, touchless hand sanitizer dispensers, touchless soap dispensers, touchless water fountains.
- Regular hand sanitizing will be enforced:
 - Ensure handwashing strategies include washing with soap and water for at least 20 seconds, especially after going to the bathroom, before eating, and after blowing your nose, coughing, or sneezing. If soap and water are not available and hands are not visibly dirty, use an alcohol-based hand sanitizer that contains at least the recommended percent alcohol.
 - Hand cleaning supplies are readily available in classrooms, bathrooms, and offices. There are hand sanitizing stations in front of and inside every utilized classroom. There are wipe dispensers as well as packs of wipes in every classroom. Set up sanitizing stations outside of large common spaces including the cafeteria, outdoor spaces, and entrances/exits.
 - Scholars will wash or sanitize their hands when both entering and exiting a classroom or between activities.
 - Enforce a “you touch it, you take it” policy in classrooms.

As stated in the policy, the school will reinforce frequent, proper handwashing strategies by staff and students with soap for at least 20 seconds. We will also include hand sanitizer that contains at least 60 percent alcohol throughout the school and in the bathrooms (see next question). We will have signage throughout the building reinforcing this.

We will have all students and staff have the opportunity to wash hands, either with soap and water for at least 20 seconds or, if not readily available or would compromise cohort isolation practices, hand sanitizer with 60% alcohol at the following times:

- Before and after eating;
- Before and after group activities or student centers;
- After going to the bathroom;
- After removing gloves;
- After blowing noses, coughing, or sneezing.

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.

We are planning on having hand sanitizer, tissues in all bathrooms, classrooms, and common areas and will do daily supply checks. We will have automatic hand sanitizer stations inside and outside of every classroom. We will have wipe dispensers inside every classrooms. We will have individual and group wipe packs as well as tissues available. We will have paper towers available as well. We have hands-free dispensers of soap and wipes. Our ops and custodial staff will do daily and nightly checks to ensure 100% capacity by the next day.

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.

Our PPE Policy is below. We keep all PPE stored in 016B, which is next door to our isolation suites. PPE is distributed by the Operations team to teachers, nurses, administrators and custodial staff.

WORKING WITH STUDENTS WHO ARE NOT KNOWN OR NOT SUSPECTED TO HAVE COVID-19

Low Risk (6 feet can mostly be maintained): Staff and students wear a face mask.

Medium Risk (Close contact less than 6 feet): Staff and students must wear a mask. If bodily fluids may splash or spray if a student is spitting or coughing, a surgical or KN95 mask is required as well as a face shield. The school has them in ample supply in Room 016B. Staff must wear a gown or coverall (which includes a long-sleeve shirt). Staff must wear gloves when administering medication

High Risk (Close contact including medication administration): Staff must wear N95 masks, which are in Room 016B, a face shield, a gown or coverall (which includes a long-sleeve shirt), and gloves.

WORKING WITH STUDENTS WHO ARE KNOWN OR SUSPECTED TO HAVE COVID-19

Staff must wear N95 masks, which are in Room 016B, a face shield, a gown or coverall (which includes a long-sleeve shirt), and gloves while accompany a student to the isolation room or monitoring that student. The student should also wear a mask.

PPE FOR STAFF WITH SPECIFIC ROLES

If staff need to administer a COVID-19 test, they must wear an N95 mask, face shield, gown and gloves.

Custodial staff must wear face masks (preferably surgical), a coverall (long-sleeve shirt), gloves, and any other protection as needed.

Foodservice staff must wear a face mask, gloves and any other protection as needed.

Teachers and other staff who are disinfecting must wear gloves at all times.

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).

Floors of classrooms - Daily

Student desks, chairs - Daily

Teacher desks, chair - Daily

Walls and white boards - Weekly

Manipulatives, text books, etc. - Weekly

Pens, pencils, white board markers, crayons, markers - Weekly

Fixtures (switches, knobs, buttons) - Multiple times per day

Railings - Multiple times per day

Lockers - Multiple times per day

Floors of hallways - Multiple times per day

Chairs in offices - Daily

Copiers, etc. - Multiple times per day

Bathroom surfaces - Multiple times per day

Bathroom floors - Multiple times per day

Bathroom fixtures, handles, switches, faucets - Multiple times per day

Playground - Multiple times per day

Balls, toys - After each use

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.

Our policy is below. We will be following OSSE's guidance 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:

If a person tests positive or develops symptoms during the day or within 24 hours of being in the building, DPA will clean and disinfect the area they are in after 3 hours' of the individual's leaving the space. This includes Hybrid Electrostatic Disinfection. Staff doing the disinfection will wear masks and gloves.

DPA will close the areas the person was in and dismiss the cohort during the school day.

DPA will adhere to the same policies whether the person was in the building less than 24 hours before or more than 24 hours but less than 3 days. If it has been more than three days, DPA will follow routine cleaning procedures.

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

We will run our supply inventory on a weekly basis to ensure that we have appropriate disinfection supplies. Our cleaning is done by PMM and our agreement with PMM confirms that they will wear gloves while cleaning and disinfecting spaces throughout the building. They are also responsible for ensuring sufficient disinfection and cleaning supplies. A copy of our agreement can be found below. Furthermore, we may conduct random checks.

From our agreement with PMM signed on June 6, 2021:

CONSUMABLES

Consumable products will be provided by the Contractor for the performance of the Scope of Work and billed back to the Client on a monthly basis based on actual usage at no more than a 10% billback rate. Consumables are defined as:

- Restroom toilet tissue
- Restroom hand towels
- Restroom hand soap
- Toilet seat covers
- Feminine hygiene receptacle liners
- Trash liners
- Classroom hand towels & soap
- Hand sanitizer products/cartridges
- Facial tissue
- Restroom deodorizer cartridges

PERSONAL PROTECTIVE EQUIPMENT (PPE)

All PPE for Contractor's employees will be provided by Contractor for the performance of the Scope of Work. PPE is defined as: masks, gloves, protective eyewear, face shield, protective gowning. All employees must complete mandatory training in proper Donning & Doffing procedures as defined by CDC guidelines (Contractor provides this training).

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.

Ventilation

DPA has engaged with the HVAC vendor to ensure systems operate properly and increase circulation of outdoor air as much as possible. All HVAC and duct work was completed. DPA installed troffers in nearly every classroom and office in the school. Troffers circulate the air 4 times per hour, spraying it with UV rays to kill the virus. In addition, each classroom has a portable air purifier. Windows and doors will be opened where possible to maximize air quality for occupants while considering safety and health risks such as risk of falling, outdoor air quality triggering asthma symptoms, building fire safety, and security.

Water System

DPA will flush all water systems regularly to clear out stagnant water and replace it with fresh water. This process will remove any metals (e.g., lead) that may have leached into the water and minimize risk of Legionnaires' disease and other diseases associated with water following CDC guidance and as described: Flush hot and cold water through all points of use such as sinks, drinking fountains, toilets, urinals, and showers.

The water heater will be set to 140 degrees Fahrenheit and hot water will be flushed at each fixture using hot water until its maximum temperature is reached.

Additional water using devices, such as ice machines and drinking water dispensers, will be flushed in accordance with manufacturers' instructions.

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.**

a) For scholars, DPA is to immediately isolate the scholar from other scholars in the Isolation Room, notify the scholar's parent/guardian of the symptoms and that the scholar needs to be picked up as soon as possible, and immediately follow cleaning and disinfecting procedures for any area and materials with which the scholar was in contact.

For staff, DPA is to send the staff member home immediately and follow cleaning and disinfecting procedures for any area, materials, and equipment with which the staff member was in contact.

b) Any individual exposed to COVID-19 during the school day will be brought to the isolation room immediately, and a parent or guardian will be contacted to pick up the student as soon as possible. If an entire cohort has been exposed, the cohort will remain in the classroom but not leave until being picked up by a parent. The cohort can remain in the room per OSSE guidance.

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 is Aliss Williams, our lead Dean within DPA. She has excellent relationships with families and can artfully do this. Our choice is to have someone who will be in regular contact with families, staff, contractors, and vendors and report positive cases of COVID-19 to DC Health.

Our reporting plan of applicable positive COVID-19 cases in a student, staff member, or essential visitor to DC Health will include both how staff, families, and vendors know to contact us when a member of our community has a positive test result. The COVID-19 POC will be able to receive calls throughout the day and into the evening hours. The COVID-19 POC may also proactively reach out to families of students, staff, and visitors who had symptoms or have been absent to inquire. All confirmed reports will be shared with DC Health in a means that is requested by them.

Ensuring that all staff and students learn as often on-site as possible, excluding students and staff with similar symptoms but no underlying case must be avoided. To this end, our COVID-19 POC will 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 a nurse.

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.

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

We will use this daily screening form (https://docs.google.com/forms/d/e/1FAIpQLSdlZs0dDTHutOxMhLdM07Mw3SflbEin5GToP8_20T9AW9nvg/viewform), and per the form's guidance, we will keep records of screenings are strongly recommended to be stored indefinitely in order to support DC Health with contact tracing efforts should a positive COVID-19 incident occur within the facility.

Our COVID-19 POC will report all positive cases and contact with positive cases to DC Health, as described in Section N of the Health and Safety Guidance from OSSE (p 28-29). 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 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.

The school has a Communication with Families and Staff Protocol in place to protect the privacy of the individuals while alerting families and staff to mitigate spread. Specifically, the protocol requires that the COVID-19 POC notify the following groups with specific emails/texts:

- 1) Close contacts of a positive case, letting them know they are close contacts.
- 2) Anyone else in the building on the day of the last known exposure, letting them know they are NOT close contacts.
- 3) The entire school community, letting them know our protocols.

The COVID-19 POC will work closely with DC Health to determine whether the students and staff within the infected person's cohort may stay at school or be sent home and for how long. The COVID-19 POC will update impacted families and staff on how to participate in off-sight learning until it is safe to return to on-site learning.

Our LEA will comply with all OSSE related guidance in planning for responding to confirmed or suspected COVID-19 cases. We will 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.

Our LEA also commits to dismiss any individual or cohort that is potentially exposed to COVID-19 within the school setting.

To meet the needs of our diverse community, details on these topics will be available in all languages that our community requires as indicated on student/Family Home Language Surveys. We will communicate via our website, social media, and weekly bulletins.

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.

DPA has partnered with Capital Diagnostics, and the testing plan was approved by DC Health. Capital Diagnostics provides professional medical workers who test 100% of students, staff and contractors in the building on a weekly basis. If a person is not present that day, they are expected to get tested offsite and report the result back to the school. The school has access to all testing results through Capital Diagnostics and is able to quickly contact positive cases as well as close contacts.

Testers from Capital Diagnostics follow Appendix B. PPE Best Practices for School Staff when a school staff member is administering a COVID-19 test. This includes staying, when possible, 6 feet distance from the individual, wearing an N95 mask (with access to Respirator Fit Testing program), eye protection (face shield or goggles), gown/coverall, and gloves. The school will follow its protocol, outlined in question 14, to notify DC Health and to follow 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.

Digital Pioneers Academy is supporting eligible students and staff to get vaccinated by communicating available vaccination sites weekly to scholars and families, expressing the school's agreement with CDC guidelines, and offering days off to get the vaccine (for staff). DPA has also engaged with local doctors to present virtually to families and staff about the importance of being vaccinated.

Based on the latest CDC guidance, people who are vaccinated and exposed to COVID-19, do not have to quarantine, therefore during the upcoming school year, if there are students and staff who are exposed to positive COVID-19 person(s), they will not need to quarantine. W

Refer to page 3-4 in OSSE's guide. Teachers, school staff, and students should be vaccinated as soon as clinical recommendations allow. For more information on getting the COVID-19 vaccine, visit coronavirus.dc.gov/vaccine. Access to COVID-19 vaccination should not be considered a prerequisite to reopening schools for in-person instruction.

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.

LEAs will ensure that appropriate accommodations are offered to SWDs with respect to its health and safety policies and procedures by taking the following steps:

- 1) Ensuring all accommodations are followed per each individual student's IEP. These can include repeated directions in the case of wearing masks and social distancing, additional signage, additional reminders (non-verbal and verbal) and other accommodations.
- 2) Creating systems and lines of communication that allow parents to request waivers, adjustments or other reasonable accommodations. Parents will be notified on this process in the weekly parent bulletins.
- 3) Our SST team will meet to determine if a particular requested accommodation is appropriate or not, and how it contributes to the safety of the individual student as well as the overall community. The principal and COVID POC will make the final decision.
- 4) Before school starts, the school may reach out to certain students who they anticipate may need additional accommodations for health and safety.

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.**

a. who will receive training and technical assistance;

Administrators will receive training on how to be a COVID POC (we will only have one per campus but it will be good for admin to be trained in this). All teachers and staff will receive a full training on OSSE guidance. The training will be led by Diana Bruce and will be held in mid-August.

b. the topics that the training and technical assistance will address;

The trainings will address the importance of the guidance, facilities, the regulations around masking, the regulations around social distancing, the importance of testing, and what the current data show.

and

c. how and by whom the training and technical assistance will be delivered.

Diana Bruce and Sharon Bostic will be leading our trainings. For additional trainings, or trainings that certain staff miss, Ryan Benjamin or Aliss Williams will lead.

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.

DPA plans to monitor all guidance through internal and external audits.

The Director of Operations and Associate Director of Operations will conduct weekly walkthroughs with a rubric measuring each indicator in the OSSE guidance (ex. % of students/staff wearing masks, accommodations being met, etc.).

Sharon Bostic will also do site visits and give us an external rating on her observations.

Whenever we are below are goals in either an internal audit or a site visit, we will convene our COVID POC, principal, CEO and ops team to make any changes necessary for the next day.

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

DPA plans to communicate key health and safety policies and procedures with students, families, and staff through the following mechanisms:

- 1) Weekly parent bulletins
- 2) Frequent text messaging through ParentSquare and calls through CallFire
- 3) Updates to our website
- 4) Updates to our social media pages
- 5) Updates during enrollment and recruitment events
- 6) Trainings/email/Slack with staff.

To meet the needs of our diverse community, details on these topics will be available in all languages that our community requires as indicated on student/Family Home Language Surveys. We will hire interpreters (ASL) as well as translators to ensure our material is accessible to all.