

SY 2021-22 LEA Health and Safety Plans

LEA Name: Early Childhood Academy PCS

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LEA Type: Pre-K;Elementary

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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.**

To ensure all students, staff, and visitors, including those who are fully vaccinated, wear a non-medical face covering or mask while on school grounds, buses, and at school-related activities, we have developed the following:

One of Ealy Childhood Academy Public Charter School's (ECA) highest priorities is to ensure the health and safety of its community including employees, students, and visitors. The use of face masks by everyone can limit the release of infected droplets when talking, coughing, and/or sneezing.

Subject to the exceptions set forth below, each student, employee, visitor, vendor, or other person is always required to properly wear a face mask while at or inside a school/facility, or other property owned, leased or operated by ECAPCS. Properly wearing a face mask requires the person to cover both the nose and mouth with a face covering that fits snugly on the person's face without large gaps. A face mask may be factory made and must be appropriate for school. It should not have a valve.

For persons with disabilities, a face mask shall not be required for persons who are unable to remove it independently, or who are developmentally unable based upon the cognitive, sensory, and/or adaptive needs as outlined on a student's existing Individualized Education Program (IEP) or 504 plan.

Administrators, security staff, and other appropriate employees may ask someone to briefly remove their face mask to verify their identity. Physical distance will be observed during these requests, whenever possible.

For students during regular scheduled meal times, a face mask shall not be required for any person inside or outside a school facility while such person is eating during a planned mealtime.

During receipt of health care, a face mask shall not be required for any student inside the nurse's suite, any area within the school facility or outside in playground area or any other ECAPCS owned property when removal of the face mask is necessary for the student to receive health care or to undergo a health care examination from authorized health care personnel.

In demanding circumstances, a face mask will not be required if a student is experiencing acute trouble breathing, is unconscious or incapacitated, or is personally unable to remove the face covering without assistance.

A face mask shall not be required when an employee is alone in a private workspace, such as an office or classroom. If another employee or student is present, the employee must immediately put on a face mask.

A face mask shall not be required for any employee inside or outside a ECAPCS owned building or other property while the employee is eating during a planned break or mealtime provided that the employee maintains physical distancing (six (6) feet minimum) from other persons when not wearing a face covering.

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.

All students are expected to follow face mask requirements while in school or school sponsored activities/events for the health and safety of themselves, school staff, and others. Students who do not comply should be reminded of these guidelines and provided with a face mask if needed. In addition, the following steps will be implemented when students violate safety guidelines:

- Discuss rationale for non-compliance with student.
- Re-direct student to wear face covering and/or wear it appropriately.
- Review face covering protocol with student.
- Contact parent/guardian. Discuss concerns regarding face covering policy.
- Provide written warning to parent of student as appropriate.
- Students may be subject to short-term suspension (2 day maximum) for direct and deliberate disruption and refusal to wear a mask based on the given school protocol after repeatedly disregarding school-wide safety guidelines. Virtual learning shall be made available for students to access if a suspension is recommended.

For staff and visitors who refuse to wear a face mask at all times, the following procedure will be followed:

All staff and visitors are expected to follow face mask requirements while in school or school sponsored activities/events for the health and safety of themselves, school staff, and others. Staff and visitors who do not comply should be reminded of these guidelines and provided with a face mask if needed. In addition, the following steps will be implemented when students violate safety guidelines.

- Encourage staff and visitors to wear a face mask.
- Discuss rationale for non-compliance with staff and visitors.
- Ask staff member or visitor to leave the school premises.

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.

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 requiring all staff 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.

Using our website and social media sites, parents will be advised of safety protocols for bringing their students to school. In traveling to the school building, students and staff will be asked to maintain at least six feet of distance while walking or at public transportation stops, to wear a face covering when traveling, and to avoid congregating in large groups at intersections and transit stops.

ECA will use six entry doors for students to enter the building at arrival time and to depart at dismissal time. The doors are located at separate points around the building: Door 1 is at the front of the building on Level 1, Door 2 is on the side of the building on Level 1, Door 3 is at the side of the building on Level 2, Door 4 is through the playground area on Level 2, Door 5 is off the alley on Level 3, and Door 6 is at the back of the building on Level 3. Students will be assigned to doors by grade level. With two classrooms per grade level, only two classes will enter and depart from any door. Markers will be placed six feet apart on the ground outside each entry door to ensure a 6-foot distance between students waiting with their parents for entry.

ECA will maintain twenty desks in each classroom, so that students in each classroom is provided their own desk space. Desks will be placed at least three to six feet apart for the students in each classroom and arranged with

every student facing in the same direction. Additionally, ECA will place U-shaped acrylic desk screens on each student desk to mitigate the spread of airborne virus from coughs, sneezes, and speaking. This is necessary because it is anticipated that some of the three to nine-year-old students attending the school will have difficulty wearing the mandated masks throughout the day and may remove them.

Prekindergarten students will continue to have one hour of naptime daily. Mats will be placed head to toe, 6 or more feet apart during daily mat time. Given that all classrooms are over 1000 square feet, this will be achievable with students in the classroom. Mats will be labeled for single student use, disinfected daily, and stored separately.

Markers will be placed on hallway floors to guide students on how to keep distance from one another when walking through or lining up in the hallway. All will remain on the right side of the hallway when traveling through the building. Arrows will indicate the sides of the hallway that students and staff are to use when walking through the halls.

All staff gathering spaces will be closed for staff assembly, including the staff lounge, the school conference room, and the multipurpose room.

Students will be provided with their own supply bin containing textbooks, consumable books, pencils, crayons, scissors, paper, etc. The bin will be stored below each student's coat cubby and retrieved by each child every upon entry every morning. These bins will remain at the student's desk throughout the day to prevent the need to share supplies and limit the movement of students throughout the room during the day.

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.

ECA will utilize the following school day policies and procedures for social distancing:

- ECA will utilize physical distancing markers and cues are placed throughout the building, which will remind and prompt students to remain six feet apart in hallways and stairwells.
- Assemblies and large gatherings will not take place.
- Students will only be with their class or grade-level group during the school day. This limits the potential exposure to students in that grade level and the faculty who teach them.
- Common areas of the school building will not be used, and faculty will keep classes separate from each other.
- Specialty teachers and service providers will travel to classrooms to limit the movement of students.

Classrooms will be set up using floor markers to maintain three to six feet of social distance between everyone in the classroom whenever possible. Students will have their own personally marked bin of materials and supplies that is individually stored.

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.

As stated in our 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 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.

Because each classroom includes a one-person bathrooms, students will be permitted to signal for bathroom use at any time. The teacher will ensure that the bathroom is not in use and that the toilet seat has been disinfected from the previous use before permitting the student to use it. Each classroom also contains a sink that is not in the bathroom area, but rather in the general classroom area. Students will be monitored to ensure that hands are washed after bathroom use, coughing, and sneezing, and when handling items and fixtures that were touched by others. A sink is also at the entrance to the building from the playground. Students will wash hands there

immediately upon re-entry into the building.

Hand hygiene will be a part of the health and safety training provided to all employees. During training, the school will reinforce frequent, proper handwashing strategies for staff and students, to include washing with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing noses, coughing, or sneezing. If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60 percent alcohol will be provided to all staff and available at stations throughout the school hallways for employee convenience.

Hand hygiene posters are hung in classrooms and throughout the school to advise both students and adults of safe hand hygiene practices. Teachers will utilize the start of the day "Morning Meeting" to remind students daily of health and safety requirements for school, including mask wearing, use of desk shields, frequent hand washing, 6 ft. spacing between others, and avoiding touching faces. Students will be reminded to frequently wash hands, especially before eating food, after using the toilet, before and after putting on, touching, or removing cloth face coverings or touching faces, after blowing noses, after coughing or sneezing, or when entering and exiting a classroom or between activities.

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 weekly supply checks. We will also seek to have soap through hands-free dispensers and paper towels in every bathroom. These will be checked on a nightly basis by our custodial staff.

ECA will utilize the support of two full-time custodians who will be trained on deep cleaning, disinfecting, and sanitizing, especially of frequently touched and handled surfaces. The daytime custodians will have the primary responsibility for building cleaning throughout the school day for the 16 classrooms and adjoining bathrooms, 12 office spaces, and 9 hallway bathrooms. While the building is not in use, each week the custodians will flush out the water systems (all toilets and sink faucets) to clear out stagnant water and replace it with fresh water to remove any metals (e.g., lead) that may have leached into the water and minimize the risk of Legionnaires' disease and other diseases associated with stagnant water. Classroom and hallway water fountains will be covered and closed for use. All students and staff will be provided with bottled drinking water served in disposable paper cups throughout the day.

The daytime custodians will be responsible for these daily cleaning tasks, using an EPA approved disinfectant effective against COVID-19:

- policing the exterior school grounds to remove all trash and debris in the morning;
- pulling trash from all classrooms and office spaces in the morning and after lunch;
- disinfecting hallway bathroom floors, toilets, and sinks four times a day: twice in the morning and twice after lunch; and
- disinfecting doorknobs and stair rails four times a day: twice in the morning and twice after lunch.

Roles and responsibilities of all employees include the responsibility of every staff member to assist in maintaining the cleanliness and sanitization of the school. Specifically, teachers, teacher assistants, and administrative staff will be responsible for daily cleaning tasks within their classrooms and office spaces:

- Sanitizing classroom toilet seats and handles after each student's use;
- Sanitizing faucets and classroom counters;
- Sanitizing student tables and desks; and
- Sanitizing office desks.

Prekindergarten mats and toys, as well as all manipulatives will not be shared. Each child's mat will be labeled with his/her name, disinfected daily by the classroom teacher, using an EPA approved disinfectant effective against COVID-19, and placed in its own plastic bag for classroom storage. Each prekindergarten student will have their own set of toys that will be kept in individual plastic bins on an enclosed shelf under the child's cubby. These toys will not be shared and will be disinfected each afternoon by the classroom teacher using an EPA approved disinfectant effective against COVID-19. The playground area will be cleaned and sanitized nightly by the school's contracted janitorial service, Motir. Please note that students will not share pencils, scissors, glue sticks, crayons, markers, or manipulatives. Each kindergarten through third grade student also will be provided a bin in which their tools will be kept. The bin will be placed in a compartment at the bottom of the students' coat cubbies. No rugs or carpets will be permitted in classrooms.

ECA has contracted with Motir Janitorial for daily evening cleaning of the entire building. Motir will be responsible for:

Disinfecting and sanitizing of all bathrooms, classrooms, office spaces, doors, floors, and hallways using an EPA approved disinfectant effective against COVID-19. This will include sanitizing of desks and counters, doorknobs, stair rails and other frequently touched surfaces.

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.

All employees will be required to wear face masks at all times when inside the building. Employees will have the option of wearing a face that they have brought from home, wearing a disposable one issued by the school, or a washable one that also will be provided to each employee. Employees will also be provided with disposable gloves, hand sanitizer, and disinfectant to clean work stations. Coveralls, smocks, and face shields will be provided to teaching staff for any tasks that require close contact with students, especially when addressing student bodily fluids. Extensive training on appropriate health and safety protocols will be provided to all employees based on the most current guidance by the CDC and DC Health. PPE is stored in a designated space in the school building and managed by the operations manager. The ECA operations manager is responsible for purchasing, monitoring, distributing, and restocking of PPE. All ECA staff will be provided with the necessary PPE in order to maintain the prescribed health and safety standards for their specific roles. PPE refills will be immediately honored upon request.

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).

		Throughout the day	Daily	Weekly	Monthly
Classroom	Floors of classrooms		✓		

	Student desks, chairs	✓			
	Teacher desks, chair	✓			
	Walls and white boards	✓			
	Manipulatives, text books, etc.	✓			
	Pens, pencils, white board markers, crayons, markers		✓		
Hallway/Stairs	Fixtures (switches, knobs, buttons)	✓			
	Railings	✓			
	Lockers	N/A			
	Floors of hallways		✓		
Office and Common Area	Pens, pencils	✓			
	Fixtures (switches, knobs, buttons)	✓			
	Chairs		✓		
	Copiers, etc.		✓		
Bathrooms	surfaces	✓			
	floor	✓			

	Fixtures, handles, switches, faucets	✓			
Outdoor Space	Playground	✓			
	Balls, toys	✓			
Other					

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.

We will follow 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 student or staff member develops symptoms of COVID-19 throughout the school day but is not confirmed to have COVID-19, ECA will immediately close, clean and disinfect areas and equipment in which the ill individual has been in contact. Once the room is vacated at the end of the day, ECA will perform deep cleaning and disinfection of the classroom or office, and any other spaces or equipment in which the ill individual was in contact, including the isolation room after use by an ill student or staff member. Staff supporting, accompanying, or cleaning up after a sick student or staff member must adhere to the school's PPE requirements. If a student or staff member is confirmed to have COVID-19 and seven days or fewer have passed since the person who is sick used the facility, the school will close off areas used by the person who is sick. If it is during the day when the COVID-19 case is confirmed and the COVID-19 positive individual was appropriately excluded from in-person activities while awaiting test results, the school will close, clean, and disinfect spaces used by the COVID-19 positive individual after the students and staff in those spaces leave for the day. Procedures include opening outside doors and windows to increase air circulation in the areas, waiting 24 hours or as long as possible before cleaning or disinfecting to allow respiratory droplets to settle, cleaning and disinfecting all areas used by the person who is sick, such as classrooms, bathrooms, and common areas. Staff conducting cleaning will adhere to PPE requirements of the school. For air purification, ECA will bring in mobile UV Ionic Air Purifiers to filter the air within the room and ensure the elimination of any airborne virus. Motir Janitorial, ECA’s contracted cleaning service, will provide evening support in the deep cleaning of the classroom or office space.

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 Motir Janitorial and our agreement with Motir Janitorial 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. Furthermore, we may conduct random checks.

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.

ECA contracted with Setty Engineering, who provided a comprehensive assessment of the building ventilation system and made recommendations for modifications to improve air quality. ECA has an airflow system that continuously brings fresh air into each area of the building and then recirculates that air in the contained area. Because the air is not pushed from one space to another, it was noted that there is less likelihood of airborne virus moving from one classroom or office space to another. MERV 13 filters, which have the highest level of filtration against airborne virus, are installed on the school's air handlers. Each classroom has at least one window out of student reach, which can be partially opened without danger of student access. These windows will remain open when weather permits to increase the flow of fresh air into the classrooms and offices, as advised by Setty.

We were advised that UV-C lights installed on our ventilation system would not necessarily provide additional safety because of the design of our air handlers. However, the school will purchase mobile UV Ionic Air Purifiers that will be deployed as a part of the deep cleaning protocol in classrooms or office spaces in which a student or adult has tested positive for COVID-19 or presented with COVID-19 symptoms and is awaiting results.

Additionally, students will be scheduled to participate in outdoor activities every 90 minutes, weather permitting, to provide more opportunity for their access to fresh air throughout the day. Outdoor activities will include physical education, science activities, story times, music, and classroom discussion times. Hats with shields have been purchased for students to wear while outside the building, while maintaining 6 feet of distance from one another.

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.**

If a student or staff member is confirmed to have COVID-19 and seven days or fewer have passed since the person who is sick used the facility, the school will close off areas used by the person who is sick. If it is during the day when the COVID-19 case is confirmed and the COVID-19 positive individual was appropriately excluded from in-person activities while awaiting test results, the school will close, clean, and disinfect spaces used by the COVID-19 positive individual after the students and staff in those spaces leave for the day. Procedures include opening outside doors and windows to increase air circulation in the areas, waiting 24 hours or as long as possible before cleaning or disinfecting to allow respiratory droplets to settle, cleaning and disinfecting all areas used by the person who is sick, such as classrooms, bathrooms, and common areas. Staff conducting cleaning will adhere to PPE requirements of the school. For air purification, ECA will bring in mobile UV Ionic Air Purifiers to filter the air within the room and ensure the elimination of any airborne virus. Motir Janitorial, ECA's contracted cleaning service, will provide evening support in the deep cleaning of the classroom or office space.

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 the deputy executive director. 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 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 a healthcare provider.

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

ECA will use a daily screening form and per the form's guidance, we will maintain records of screenings to be stored for 30 days 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 [Updated Final DC Health Guidance](#) from OSSE (p 28-29). The COVID-19 POC will contact DC Health if a staff member, essential visitor, or parent notifies the school that their child 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 either the entire school or the impacted individuals within the cohort of the positive case. 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.

ECA will reinforce with staff and families that they should stay home if they have symptoms of a COVID-19 like illness, have been diagnosed with COVID-19, are waiting for test results, or have been exposed to someone with symptoms or a confirmed or suspected case.

Steps that must be taken include:

For Students:

- If a student has an existing health condition on the COVID-19 symptoms list, screen for new symptoms only. For a more thorough consultation, the student can be referred to the nurse.
- If a student presents with any new symptoms of a COVID-19 like illness during the day, they will be isolated immediately in the isolation room.
- If it is determined that a student has symptoms consistent with COVID-19 illness, parents will be required to pick up their child ASAP.
- The school's health and safety POC will provide the family with guidance around social distancing, isolation, and exclusion from school policy while test results are pending.

For Staff/Visitors:

- If a staff member presents with any symptoms, they should notify the health and safety POC, the principal or executive director and then leave the school building.
- The school leader will devise a plan for alternative supervision for any students in their classes.
- That staff member will be directed to go home and get tested for COVID-19, and they may not return to work until after test results are available. If test results are negative, the staff member should return to work immediately. If test results are positive, the staff member must quarantine.
- Staff who have documented their full vaccination status with ECA are exempt from quarantining unless they have symptoms of COVID-19.

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.

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.

In the event that the school determines to test students, we will follow the safety guidelines outlined in 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 a 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.

ECA has engaged medical professionals to address any level of concerns or questions staff may have regarding the safety, effectiveness, and most recent medial data for vaccinations. ECA extended paid time off with no use of leave for staff getting vaccinated. Paid time-off without use of leave was also extended to staff experiencing side effects from vaccinations. ECA also kept staff abreast of available testing sites within the District of Columbia as well as other sites in Maryland and Virginia.

ECA has assessed the need for a policy that mandates all ECA employees to be COVID vaccinated. After extensive consultation with HR professionals and review of current Equal Employment Opportunity Commission (EEOC) regulations, ECA has made the legal decision to mandate COVID vaccination for all employees, effective Monday, August 2, 2021. As more and more people across the country are fully vaccinated and COVID cases and deaths continue to decline significantly, it has become evident that vaccinations have been successful in reducing the spread of COVID.

Consistent with legal standards, ECA will consider any request for exemption from this requirement as an accommodation because of a contraindication or disability covered by the Americans with Disabilities Act and confirmed by a medical doctor (including pregnancy-related conditions that constitute a disability). Exemptions will also be considered based on a sincerely held religious belief, practice, or observance.

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.

Students with disabilities will have access to the same learning materials and virtual learning platforms as their general education peers. In efforts to support families of students with disabilities, ECA will provide parents with monthly professional development opportunities. Parents will receive guidance on how to access learning content for synchronous and asynchronous learning. Parents will also receive continuous open communication and check-ins from related service providers and teachers to ensure families and students are able to access the materials provided.

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

- Explain “social distancing” and “personal boundaries” using developmentally appropriate words and phrases.
- Model the appropriate use of PPE and provide practice opportunities for students with disabilities.
- To mitigate risk, develop simple routines for students with disabilities to follow and help students internalize these new routines.
- Use age-appropriate signs and stickers to encourage students to stay 6 feet away from one another.

- Arrange classrooms with enough space between learning centers for small socially distanced groups and individual play.
- In full-day classrooms, provide at least 6 feet between sleeping mats and cots.
- Stagger times for outside play to limit how many classes are on the playground at one time.
- Creatively develop schedules for medically fragile students and obtain parental consent to speak with the student’s medical team to gain knowledge on how to best accommodate the student’s medical condition in the classroom.

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.

<i>Audience (e.g. teachers, staff, front office staff, administration, COVID-19 POC)</i>	<i>Topic</i>	<i>Trainer/ TA provider</i>	<i>Date Range (if available) (e.g. summer, August 8-15)</i>
All staff	Health and Safety Guidelines/Protocols	COVID-19 POC	August 9 th – 20 th
Custodial Staff	COVID Informed Cleaning	COVID-19 POC	August 9 th – 20 th
Parents	Health and Safety Protocols	COVID-19 POC	August 9 th – 20 th
Students	Health and Safety Guidelines	COVID-19 POC	August 9 th – 20 th

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.

ECA plans to communicate key health and safety policies and procedures with students, families and 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.

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

ECA plans to communicate key health and safety policies and procedure with students, families and staff. ECA will continue to communicate with families at least weekly through multiple means. The school will update its website, Facebook site, and Instagram site at a minimum of once per week to apprise parents of any upcoming webinars, health and safety updates, or emergency notices. Parents will also be contacted by email and by robotext of updated health and safety guidance and other important new information using the school's Blackboard account. Teachers will utilize Class Dojo to provide parents about events in teaching and learning and to give parents a platform on which to privately communicate with teachers. The school sends robotexts weekly to apprise parents of school information. The school's exterior LED signage is also updated weekly. Parent webinars will be held once a month via Zoom. Webinars will be held to provide parents with training on issues of importance to their child's health and safety.

ECA has published parent surveys throughout the learning period to determine parent needs, concerns, and preferences. Parent surveys will also be published on a Google platform and links will be sent to parents on social media and through robotext. Surveys will be published to determine needs or concerns for health and safety, and to provide parents with opportunities to make comments and pose questions. Data from these surveys will be analyzed to determine if any program adjustments should be made or if additional support needs to be provided to parents. Parent surveys will be conducted quarterly.

Parents will be invited and encouraged to join the school's Parent Engagement Committee (PEC), which will meet virtually once a month. The purpose of the PEC is to solicit parent input and recommendations on school programs, initiatives, and practices and provide guidance to school leadership on any modifications, additions, or improvements in the school program.