

SY 2021-22 LEA Health and Safety Plans

LEA Name: IDEA PCS
LEA Contact: Justin Rydstrom
LEA Type: 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.

Q1. Provide the LEA's plan to comply with the requirements that:

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 policy:

-all must wear a face covering/ mask at all times with the exception when eating.

-For students with disabilities, if not wearing a face covering is a manifestation of a disability, an individualized plan will be developed.

-IDEA will have face masks and full PPE supply in the building at all times.

-All masks are required to be worn correctly at all times.

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.

Q2. 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.

In the event that a student, staff member, or visitor is unable or unwilling to wear a face mask at all times will be subject to progressive discipline (staff) and/or student disciplinary policies indicated in the handbook.

"Students who cannot safely wear a face mask, for example a student with a disability who is unable to remove the face mask without assistance if they have a breathing issue, should not be required to wear one and are entitled to education services.

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.**

Q3. 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 3 feet from students and each other. We are encouraging all staff and eligible students to get vaccinated, and will require masks. The school will minimize large gatherings to include assemblies and whole school events. 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 3 feet for all.

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.**

IDEA will manage the single site LEA as a single cohort of 1. Scholars will follow their scheduled courses accordingly with appropriate social distancing as recommended. Lunch will be provided within the classroom to avoid for large gatherings.

Q4. 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.

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.**

Q5. 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 that all scholars and staff should wash/sanitize their hands frequently throughout the day. 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. 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 hand sanitizer with 60% alcohol will be required 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.

All proactive precautions will be in place to ensure protocols are in place to encourage respiratory etiquette, including encouraging covering coughs and sneezes.

- 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.

Q6. 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 daily & 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.

IDEA's PPE policies and procedures includes all staff and associated personnel are required to wear face covering/masks at all times except when eating. PPE will be provided at the main entrance for staff and for students. PPE will be provided and made available in each classroom to include face masks, hand sanitizer, face shields and gloves. Additional PPE inclusive of gowns, coveralls and eye protection are available upon request.

Q7. 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.

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).

Q8. 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
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Classroom	Floors of classrooms		x		
	Student desks, chairs		x		
	Teacher desks, chair		x		
	Walls and white boards			x	
	Manipulatives, text books, etc.			x	
	Pens, pencils, white board markers, crayons, markers			x	
Hallway/Stairs	Fixtures (switches, knobs, buttons)	x			
	Railings	x			
	Lockers		x		
	Floors of hallways		x		
Office and Common Area	Pens, pencils			x	
	Fixtures (switches, knobs, buttons)	x			
	Chairs	x			
	Copiers, etc.	x			

Bathrooms	surfaces	x			
	floor		x		
	Fixtures, handles, switches, faucets	x			
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.

IDEA will follow the most recent CDC OSSE Covid guidelines in the event of an illness detection.

Standard cleaning protocols as indicated above will be followed on the daily and multiple cleaning rotational schedule.

In the event of a positive case being identified within the building with a staff member or student, the isolation room will be the designated area to hold the student until a parent is notified. The nurse will conduct an initial screening and will follow up with the parent.

The janitorial team will effectively clean and disinfect the area where the staff and/or student frequented to ensure that spread of germs is not expansive.

In the event of a possible COVID-19 development within IDEA, cleaning and disinfecting protocols will occur within the timeline of notification.

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

Q10. Provide the LEA's plan to make available sufficient and appropriate cleaning and disinfection supplies and to comply with the requirement that staff must wear gloves while cleaning and disinfecting spaces throughout the building.

IDEA will run our supply inventory on a weekly basis to ensure that we have appropriate disinfection supplies. Our cleaning is done by Sustainable Facilities and our agreement with the company 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 conduct random checks to ensure quality control.

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.

Q11. 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.

Necessary maintenance will be performed regularly to ensure adequate ventilation and water system features are aligned to the most recent CDC and OSSE Covid related regulations.

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.**

IDEA will comply with the requirement to not admit or to dismiss any student, staff or visitor who is Covid-19 positive and/or meets exclusion per OSSE's guidance. Any member who is dismissed for Covid related reasons will be able to engage virtually. Any scholar or staff that is potentially exposed to COVID-19 will be dismissed and be provided with remote access as deemed necessary by their role.

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 will be identified before the start of the school year OR Our COVID-19 point of contact is **Nicole McCrae, Principal**. 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.

IDEA uses a similar recording tool as [OSSE's daily screening form](#) that asks the same required questions, and, per the form's guidance, we will "Records of screenings are strongly recommended 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 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.

IDEA 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-site learning until it is safe to return to on-site learning. The POC will notify the parents affiliated with the infected person and will encourage on site Covid testing on our campus.

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.

Q16. 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:

<https://dchealth.dc.gov/page/covid-19-reporting-requirements>.

IDEA has an onsite Covid testing kiosk partnered with Curative that allows for 24-48 hour testing results. In the event that the school determines to test students, they 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. IDEA 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.

IDEA is electing to serve as a community vaccination location. Once the proposal is accepted as a site, IDEA will promote and encourage families and students to get vaccinated based on their eligibility.

Q17. 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.

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.

Q18. Provide the LEA's plans to provide appropriate accommodations to students with disabilities with respect to its health and safety policies and procedures

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

-following the scholar's targeted individualized learning plan

-working alongside of the Special Education Director and the case management team to ensure adequate resources are being provided to the scholar.

-frequent communication and outreach to the parent/guardian to ensure and review accommodations that are available and/or in use

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.**

We will extend an invitation to a representative from OSSE to facilitate a Covid related protocol training for our staff to better support with the technical and procedural guidance based on the Districts protocols.

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.

IDEA plans to monitor the implementation of the health and safety plans weekly through leadership team meetings, cross checks and in 1:1 follow ups. IDEA will also communicate the plan to families and scholars through monthly family virtual townhall sessions, weekly newsletters and email communications.

Q20. 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.

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

IDEA plans to communicate key health and safety policies and procedures with students families and staff through *website updates, social media, weekly bulletins, re-enrollment/ enrollment events, trainings/orientations, monthly townhalls*). 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.