

SY 2021-22 LEA Health and Safety Plans

LEA Name: Mary McLeod Bethune Day Academy PCS

LEA Contact: Linda McKay

LEA Type: 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.**

MMBDA shall fully comply with the requirements OSSE Health and Safety Guidance for Schools requires that face masks be worn at all times, including during physical education and sports. to ensure that 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 that masks are worn correctly by the following implementation of the plan to:

- Send a letter to parents welcoming to the school year 2021, which will have requirements for school participation that includes a statement that all persons entering the school building must wear a mask at all time except underspecific instances such as eatin.
 - Post the policy prescribed by the Mayor's Office which mandates mask wearing in schools
 - Purchase masks (and other PPE) that can be distributed to staff and security at the door to ensure that all persons have access and use the mask properly
 - All entrances shall have the facial recognition body temperature machine that alerts security if a person is not wearing a mask.
1. All students and staff, as well as anyone entering the school premises must wear a mask. MMBDA shall provide adult and student masks at the entrance and in classrooms for any person needing a mask. Signs will be placed at the front entrance and throughout the building that states that all persons must wear a mask. Additionally, the sign shall read that individuals must wear the mask correctly - adobe the nose and below the chin. Except for specific circumstances (e.g., while eating) , 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

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 **(I. Face Mask Requirement for Mary Mcleod Bethune Day Academy PCS Students, Staff, and Visitors**

In accordance with the Mayor's Order¹ and DC Health² and OSSE guidelines,³ all MMBDA students, staff, and visitors are required to wear a face mask while on school property and facilities, except as specified in Sections II and III of this policy.

MMBD a is an environment where there are fully vaccinated and unvaccinated persons present, so the school requires the use of face masks to reduce the risk to those who are not fully vaccinated or may not be fully protected by the vaccine (such as people who are immunocompromised). All students and staff, including those who are fully vaccinated, must wear non-medical face coverings or face masks at all times while in the school, on school buses, and while participating in any school-related activities. Masks are a simple barrier to help prevent respiratory droplets from traveling into the air and onto other people when the person wearing the mask coughs, sneezes, talks, or raises their voice. This is called source control. Masks protect the wearer and protect other

people. To be effective, masks must be worn correctly. Masks should be 2-3 layers of tightly woven fabric, cover the nose and mouth, and fit snugly against the sides of the face. Prior to entering a MMBDA facility, MMBDA will provide single-use masks to all students, staff, and visitors who do not have one.

II. Exceptions to the Face Mask Requirement

In accordance with the Mayor's Order⁴ and OSSE guidelines,⁵ wearing a face mask is not required when:

- A person is actively eating or drinking and maintains a social "physical" distance of at least six (6) feet from any other person who is not from the same household or residence;
- A person is engaged in vigorous outdoor exercise (e.g., recess, in the water at a swimming pool) and maintains a social distance of at least six (6) feet from any other person. Under all other outdoor conditions, a face mask must be worn;
- A person is currently experiencing a medical crisis or otherwise having trouble breathing, or anyone unconscious or unable to remove the mask without assistance;
- A person is aged younger than two (2) years old;
- A student has a medical condition or disability that prevents them from wearing a face mask or makes them physically unable to remove a mask and has gone through the waiver process detailed in Section III;
- A child is participating in naptime (social "physical" distancing of 6 feet should still be maintained during nap time);
- The equipment required for a job or activity precludes the wearing of a mask or there is a risk of injury from the use of a face mask (e.g., chemistry labs with open flames);
- A person has been lawfully asked to remove their mask for facial recognition purposes; and
- Staff may wear face coverings with clear plastic windows, or briefly remove their face coverings, when interacting with students with disabilities identified as having hearing or vision impairments, who require clear speech or lip-reading to access instruction.

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.

MMBDA has adopted the Mayor's Order for face mask and expects all persons entering the school building or on school premises to abide by the policy. It is expected that if a student refuses to wear a mask, he/she will be counseled and not excluded from entering the building. Counseling efforts with the student and parent will promote understanding of the need for health and safety of all persons in the building and the student.

Staff or visitors who refuse to wear a face covering will be in direct violation of the DC Mayor's Order for face mask wearing and shall be construed as a violation with enforceable laws through the DC government. Students will be first counseled to the value, health and appropriateness of wearing masks. Adults are expected to conform to the school policy as well as the Mayor's Order. As such: **ENFORCEMENT**

1. If any individual or entity that knowingly violates this Order, the Metropolitan Police Department may be called and they are authorized to enforce those rules, except no youth under eighteen (18) years of age shall be charged with a violation.

2. Charges of violations of this Order may be referred to the Office of the Attorney General for possible prosecution in the Superior Court of the District of Columbia, in the name of the District of Columbia, and persons

found to be in violation of this Order or other rules promulgated pursuant to the Order are subject to fines of up to one thousand dollars (\$1,000) per violation.

3. MMBDA added: Adult persons refusing to wear a mask will be barred from school premises until such time as they comply with the policy.

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.

The safety of our teachers, staff, students, and their families is our number one priority when offering on-site learning. Individuals in the facility will maintain a distance of six feet of separation between each other and have not more than the maximum number of individuals in a single room or engaging in an outdoor activity. 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. For our students who are 18 and older, the physical distance will be 3 feet. 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 3 feet for all.

The school will take the following measures in its use of space:

- Maximize spacing of occupants in each space with a minimum of three feet distance between desks.
- Added to the class as necessary to support individual student needs
 - Students will have assigned seats throughout the day. They will face the same direction (rather than facing each other) to reduce transmission from virus-containing droplets (e.g., from talking, coughing, sneezing).
 - Individual desks will all be turned to face the same direction and students will be staggered to maintain six feet distance.
 - Individual carpet squares that will be cleaned daily will be used during floor time. Each student will be assigned a single square. The squares will be six feet apart.
 - No more than 3 students will be assigned a table designed for 6, and no more than 2 at tables designed for 4. If sitting across from one-another, students will maintain a 6-foot distance.
 - Computer stations will be separated by plastic flexible screens.
- Communal-use spaces (such as staff break rooms, cafeteria, and playgrounds) will be closed. Communal-use spaces when not closed will stagger use providing time for cleaning and disinfecting between use and maintain six feet of distancing at all times.
 - multi-purpose room
 - Photocopier, cutting boards, book rooms, etc.
 - Playground, balls and recess equipment
 - Refrigerator, microwaves, etc. for staff
- Physical education classes will be held outside, weather permitting and students will maintain proper distancing using visual cues (e.g., mark the ground where students should stand). No interactive activities will be permitted (e.g. basketball, football, soccer)
- Physical barriers, such as plastic flexible screens, will be installed between bathroom sinks and urinals, if applicable.

- A designated area, with its own ventilation, will be available for any student or staff who exhibit symptoms, such as a fever or a cough, until the individual can be safely removed from the facility. This area will be separate from the area used for routine healthcare.
- Place students head to toe during nap times.
- Turning desks to face in the same direction (rather than facing each other), or seat students on only one side of a table, spaced apart.
- Removing nonessential furniture and other changes to classroom layouts to maximize distance between students.
- Spacing desks/seating appropriately. Please note 6 feet between students should be maintained during meal times.
- Implementing small group sizes for activities, and supporting students with remaining 3 feet apart.
- Allowing students to eat lunch and breakfast in their classrooms rather than mixing in the cafeteria.
- Implement reminders for maintaining 6 feet of physical distancing in areas where teacher and staff interactions occur, such as break areas and during recess.
- Requiring school busses and shared transport to promote physical distancing and improved ventilation (e.g., leaving empty rows of seats, opening windows), face masks requirements.
- Avoiding self-service meals options.
- Staggering arrival and/or dismissal times or locations by cohort, and decrease contact with parents and/or caregivers.

Use of Hallway

Hallways will include occupant traffic flow direction marking on the floor, maintaining one-way traffic where possible and two-way traffic separated by six feet or maximum possible where space is not sufficient. Additional signage including floor arrows, floor markers and wall signage, will be used as needed to provide direction and instruction for movement. Extra time will be allowed between classes to foster careful transition between spaces.

All students, families, and staff, will be provided instructions for entering and exiting the school.

- Arrival and dismissal times are staggered to reduce peak student traffic in and out.
- Health screenings at each entry point are established to ensure for the safety and health of each individual entering the school.
- Use multiple doors, each with a screening station, for entry and exit.
- Ensuring safety and security of all entry and exit points used.
- Assigning entry and exit points to students by their group that are close to their first and last location of the day.
- Mark direction lines and six foot separation standing spots on the exterior pavement and post procedures for health screening check-point ahead.
- Evaluate shelter accommodations to protect students in line from the elements (e.g., sun and rain).
- Evaluate safety of outdoor line related to safety and security threats (e.g., behavioral issues, traffic).
- Entry and exit points to avoid cross traffic at building access points will be made highly visible and communicated to staff, parents and students.

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.

Policies and procedures for the use of cohorts that will minimize interaction as much as possible are established through classroom assignments. Students will remain with their classroom for the duration of the day.

Grade levels have common schedules and are assigned common entry/exit points. Students assigned to a classroom will remain in spaces together as teachers and services come to them, move through the building together, and use other facilities as a group separate from other groups.

The school will take measures in its scheduling and planning to achieve the following grouping practices:

- Assigned classroom students and staff together each day
- The school will not host any group activities or large gatherings of students, such as assemblies and indoor physical education classes when six feet of distance is not possible.
- In grades where students traditionally transition between classes, rotate teachers between classrooms, rather than students.
- The school will correlate classroom groups with entry and exit points as well as coordinate use of hallways, restrooms, playgrounds (as applicable), and other shared spaces to avoid mixing groups.
- Students with special needs and immunocompromised student groups will be closely monitored and provided with extra attention.

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.

MMBDA has removed 50% of the water fountains in the hallways and has replaced them with hand washing sinks. The school will post signs throughout the building to remind all persons in the building to wash their hands frequently. Hand sanitizers will be available in all classrooms and in hallways. No-touch fixtures were installed in student restrooms. An outdoor hand washing basin was installed on the playground.

The school will prioritize personal (hand) and school-wide hygiene practices that prevent and contain the spread of disease. MMBDA shall develop and require compliance of all policies and procedures to support respiratory etiquette, including encouraging covering coughs and sneezes.

School-wide Hygiene: The School will work with the custodial services provider to ensure that the following environment will occur to maintain a healthy environment.

- Adequate supplies (e.g., soap, paper towels, hand sanitizer, tissue) are readily available in every bathroom and classroom throughout the day.
- Install no-touch fixtures where possible (e.g., automatic faucets and toilets, touchless foot door openers, touchless trash cans, touchless hand sanitizer dispensers).
- Drinking fountains will not be used other than to refill individual bottles.
- 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. (NOT METHANOL)
- Make hand cleaning supplies readily available in classrooms, bathrooms, and offices. Set up sanitizing

stations outside of large common spaces including the gymnasium, cafeteria, playgrounds or outdoor spaces, and entrances/exits.

- Students will wash or sanitize their hands when both 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.

Adequate supplies of soap, paper towels, hand sanitizer and tissue are available in the classrooms, hallway sinks and restrooms. A day porter will monitor all restrooms throughout the day to ensure that hygiene materials are stocked in each restroom. All classrooms and offices are provided with hand sanitizer, tissue, disinfectant wipes and spray cleaner with bleach. All hygiene material can be refreshed by requesting the item from the facilities office. Hand sanitizer is available at each entrance area.

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.

Mary McLeod Bethune Day Academy shall make available a mask for every student and staff member. In each classroom, teachers are provided a box of masks and gloves. Teacher and tutor desks have protective plastic dividers at their desks to allow students to sit closer for small group or individual instruction while at the same time, provide protective space. In addition, any individual participating in health screenings - teachers, office staff, security staff, bus monitors - shall have gloves and a face mask. For all personnel who interact with external visitors (e.g. mail carriers, family members), the school will provide a barrier made of flexible plastic. Students shall be provided with sterilized containers to hold their supplies and personal belongings.

Face shields are available for students, staff, and health personnel. Protective coveralls are available if needed.

All school staff will wear cloth face masks at all times when in the building, and when outside of the building when in close proximity to students and families. If an adult has a medical condition that prevents them from wearing a face mask, they must have documentation on file from a medical provider that they are not able to do so. We will work with all staff during onboarding to ensure that accommodations are met. Otherwise that individual should not participate in in-person school activities.

Students and families are encouraged to wear cloth face masks during arrival, dismissal, and at all times while moving around the school building. Students will be required to wear face masks when in the hallways, bathrooms, or other communal spaces within the facility.

Ensuring the safe use of clean cloth face coverings:

- Students and staff will bring multiple cloth face masks with them. In the event that a student, staff, or guest does not have a face mask, one will be provided by the school.
- Staff and students will exercise caution when removing the mask, always storing it out of reach of other students, and wash hands immediately after removing it.
- If a student or staff member tampers with the face mask of another student or staff member, it should be removed immediately and replaced with a clean one.

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).

The school will regularly clean, disinfect, and sanitize surfaces, toys, and materials per District guidance on cleaning and disinfecting and the CDC's Reopening Guidance for Cleaning and Disinfecting Public Spaces, Workplaces, Businesses, Schools, and Homes. The school will adhere to the following:

- Routinely clean and disinfect surfaces and objects that are frequently touched. This includes cleaning objects/surfaces not ordinarily cleaned daily (e.g., doorknobs, light switches, classroom sink handles, countertops)
- Thoroughly clean and disinfect thermometers before and after each use per manufacturer's instructions. The school will use infrared forehead thermometers only.
- For all cleaning, sanitizing, and disinfecting products, MMBDA will follow the manufacturer's instructions for concentration, application method, contact time, and drying time before use by a child.
- Cleaning providers will place signage in every classroom reminding staff of cleaning protocols.
- The Facilities Manager and the contracted cleaning vendor shall develop and implement a schedule for increased, routine cleaning, disinfection and sanitization. Daily, in the evening and on Wednesdays, the vendor will complete a deep cleaning of all places occupied by students, staff, visitors, and others.
- Use of shared objects (e.g., gym or physical education equipment, art supplies, toys, games, and technology) will be limited and cleaned between use.
- Toys, including those used indoors and outdoors, will be frequently cleaned and sanitized throughout the day.
- Toys that have been in children's mouths or soiled by bodily secretions must be immediately set aside. These toys will be cleaned and sanitized by a staff member wearing gloves before being used by another child.
- Machine washable toys shall not be used.
- Mats/cots and bedding are to be individually labeled and stored.
- Mats/cots will be placed at least six feet apart while in use and cleaned and sanitized between uses.
- Bedding will be washable and laundered at the students' home at least weekly and shall be used only by that child.
- Mats/cots may be stacked between uses if it is cleaned and sanitized appropriately before stacking.
- Playground structures will be included as part of routine cleaning (as defined in District guidance on cleaning and disinfecting), especially high-touch surfaces (e.g., handlebars), but do not need to be disinfected.
- Shared bathrooms will be assigned to specific groups of students and staff. Each group of students will

have a specific time during the daily schedule to use their assigned bathroom. Bathrooms will be cleaned and disinfected after each group has finished.

- The school will implement safe and correct storage for cleaning and disinfection products. *Use the cleaning vendor to assist in creating a plan.*
- No cleaning products will not be used near students. Staff will ensure that there is adequate ventilation when using these products to prevent children or themselves from inhaling toxic fumes.
- **Cleaning, Disinfecting, and Sanitizing Schedule**

Legend: C= Clean D = Disinfect S = Sanitize

| | <i>Between Uses</i> | <i>Throughout Day</i> | <i>Daily</i> | <i>Weekly</i> | <i>Monthly</i> |
|--------------------------------|---------------------|-----------------------|--------------|---------------|----------------|
| <i>Surfaces</i> | | <i>C, D</i> | <i>S</i> | | |
| <i>Bathrooms</i> | <i>C, D</i> | <i>C,D</i> | <i>S</i> | | |
| <i>Door Knobs</i> | | <i>D</i> | <i>S</i> | | |
| <i>Playground</i> | <i>C</i> | | <i>D</i> | | <i>S</i> |
| <i>Hallway floors</i> | | | <i>C, D</i> | | <i>S</i> |
| <i>Windows</i> | | | | <i>S</i> | |
| <i>Desks, Chairs, Mats</i> | <i>C, D</i> | | <i>S</i> | | |

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.

with the cleaning and disinfecting protocols in the event that a student, staff member, or visitor develops symptoms of possible COVID-19 while in the school.

In the event of a positive COVID-19 case by a student, staff member, or visitor in the school community, develops symptoms of possible COVID-19 while in the school; the school will control spread by disinfecting all exposed materials and limit personnel from entering the contaminated area(s). No individual(s) will be allowed in the potentially contaminated area(s) directly following identification of a known positive case without gloves and masks and other PPE, as deemed necessary. The school cleaning vendor will be notified and asked to conduct thorough cleaning and disinfecting.

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

MMBDA shall purchase and store sufficient amounts of PPE (face masks, gloves), cleaning supplies, sanitizers, and disinfection supplies that will serve the school population and operations. An inventory shall be maintained so that three times the amount of material needed in one month is stored for use perpetually.

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.

MMBDA reopened the school building in October to provide in-person school support services to a limited number of students and in May the school opened for all staff to return 4 days per week and hybrid learning for students 2-4 days per week. In planning and execution of safety and health measures to ensure building systems, such as ventilation and water systems and features (e.g., sink faucets, drinking fountains, decorative fountains), were safe to use the school completed the following:

Ventilation

Prior to reopening after the prolonged shutdown, the school will engage with an HVAC vendor to ensure the systems operate properly and increase circulation of outdoor air as much as possible. Windows and doors will be opened where possible and in all occupied rooms and offices to maximize air quality for occupants. The school will install HEPA filter air purifiers in all classrooms where windows are open. Window unit air conditioners were equipped with HEPA filtered. UV light sanitizers were installed in all centralized air handlers.

Water System

Prior to reopening after the shutdown, the school will flush all water systems to clear out stagnant water and

replace it with fresh water. This process ensured the removal of 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 below:

- Flush hot and cold water through all points of use such as sinks, drinking fountains, toilets, urinals, and showers.
 - 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.**

MMBDA shall comply with the DC Health requirement to not admit or to dismiss any student, staff member or visitor who is COVID-19 positive or otherwise meets criteria for exclusion, per OSSE's guidance; and

- b. Dismiss any individual or cohort that is potentially exposed to COVID-19 within the school setting.

In the event of a case where a student, staff member or visitor who is COVID-19 positive or otherwise meets criteria for exclusion, MMBDA shall notify the school POC.

The POC shall notify that person to not return until their isolation or quarantine periods are complete, respectively. The POC shall follow the latest policy established by DOH regarding the dismissal procedures of students based on contact and attendance.

o A person who tests positive for COVID-19 must isolate for at least 10 days and show improvement of symptoms, including no fever for 24 hours.

o A person who is a close contact of someone with COVID-19 (within 6 feet for > 15 minutes) must quarantine for at least 10 days.

The School will follow the guidance of "Persons Who Tested Positive for COVID-19" and "Quarantine after COVID-19 Exposure"

In some cases where the school has documented information, the school 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.

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.**

The school will identify the POC who will be the identified person to contact DC Health regarding any suspected COVID-19 case or suspected contact case. The POC shall communicate with the School Principal so that a letter may be sent to all affected persons with the school environment. Parents will be notified immediately by the principal via a letter sent home and via email. The letter will not name the person suspected of COVID but will provide information regarding contact, whether the student needs to be quarantined and other pertinent information. MMBDA shall comply with the requirement to 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.

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

Our COVID-19 POC will report all positive cases and contact with positive cases to DC Health, as described in Section N. of the most updated guidance from OSSE (p 28-29). MMBDA shall continue to communicate with DOH with our identified POC and shall ensure DC Health has reliable contact information in the event of a positive case.

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

MMBDA plans to communicate with families about safe reopening, student wellbeing, and accelerated learning clearly and consistently through our Back to School newsletter, our website, emails and parent orientations, and a virtual Town Hall meeting. 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. Our school website has a translator that parents can automatically translate the website to their language of choice.

Our community of staff will solicit and incorporate student and family feedback on these plans through a suggestion and feedback page on the website so that parents can give their thoughts about the plan and implementation. Our team will solicit, review and incorporate feedback prior to school opening, and again after the first nine weeks of school, so that we can maintain a safe learning environment, especially during moments of interrupted instruction and accelerated learning. In order to monitor student progress and adjust supports, our LEA will provide quarterly progress reports, quarterly report cards, and parents teacher conferences. MMBDA shall ensure that it continues to provide a POC to the Health Department and shall ensure DC Health has reliable contact information in the event of a positive case.

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.

MMBDA is not planning on COVID 19 testing at this time.

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.

MMBDA participated in the School Vaccination effort sponsored by the DC Government. In addition, the school gave a monetary incentive to all staff who submitted a copy of their vaccination card. Future incentives will be promoted.

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.

MMBDA shall ensure accommodations are made for students with disabilities and shall ensure the LEA meets obligations to uphold the rights of individuals with disabilities in accordance with the Americans with Disabilities Act. MMBDA installed handicapped accessible hand sinks in the hallways of the school building. In addition the school has converted all hand drying equipment to sensing dryers in which the individual only has to place their hand under the handicapped accessible hand dryer, under the dryer to access use. Adult staff shall assist and or support students in applying or removing face masks or shall not be required to wear a mask. . In the event a student has breathing issues shall not be required to wear a face mask. In this manner, MMBDA has considered and addressed the accessibility of sinks to students with disabilities using assistive device, and "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, shall not be required to wear one.

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. All MMBDA staff, students, and parents shall receive training and technical assistance in the policy, procedures, and practices to ensure a safe reopening of schools. The school shall use the DC Health Guidance for Schools, the Health and Safety Guidance for Schools and the specific instances of differentiation due to unique facility design and features.

b. Topics that the training will and technical assistance will address:

- Mask wearing
- physical distancing
- handwashing and respiratory etiquette
- personal protective equipment
- maintenance of clean and healthy facilities
- response to COVID cases
- COVID-19 testing
- Students with disabilities

c. Training and technical assistance will be provided by School administration, parent involvement coordinator, facilities manager, Medical Doctor, Community of Hope staff

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.

The Health and Safety Plan will be monitored for fidelity and implementation by the facility director, the medical doctor consultant, the school administrators, staff, and facility manager. The monitoring will consist of:

- physical observation of protocols in classrooms and hallways
- staff surveys
- monitoring inventory of PPE, masks, and other consumables

Monitoring will be implemented on a daily basis with a required written data sheet completed weekly.

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

The Health and Safety Plan will be:

- placed on the website
- submitted to all staff via Google docs
- personal and direct training to staff during PD
- shared with parents via Town Hall meeting
- shared with parents and school community with direction to find the entire plan on the school website