

SY 2021-22 LEA Health and Safety Plans

LEA Name: Paul PCS

LEA Contact: Dr. Tracy Wright

LEA Type: Middle School;High School

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Background and Purpose

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

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

Face Masks

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

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

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](#). To ensure easy compliance with this policy, any member of our community who arrives without a face covering, loses or damages their face covering while attending a school activity will be provided a new one. The school will keep a supply of PPE, including masks, until such time as face coverings are no longer required at schools.

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](#). To ensure easy compliance with this policy, any member of our community who arrives without a face covering, loses or damages their face covering while attending a school activity will be provided a new one. The school will keep a supply of PPE, including masks, until such time as face coverings are no longer required at schools.

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

Those who are unable, must share a doctor's note to explain this requirement and may then wear a face shield instead. Visitors who are unwilling will not be permitted to enter. We'll maintain [this](#) and any updated guidelines from DC Health.

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. For our students who are 18 and older, the physical distance will be [6](#) 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 6 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.

We will maintain 18-student cohorts to the extent made possible by our master schedule. To limit cohort mixing, we may implement the following procedures: teachers escorting students to and from classes, assigned seating in lunch, limited bathroom breaks, 2-cohort meals-times.

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.

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.

Paul PCS will encourage staff and students to cover coughs and sneezes with a tissue when not wearing a mask. Used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds, or if soap and water is unavailable, cleaned with hand sanitizer.

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 dispensers and paper towels in every bathroom. These will be checked on a nightly basis by our custodial staff.

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

Our PPE is kept with the culture staff and is distributed by deans of students who support arrival and monitor halls. While PPE is expected to be provided by individuals, we plan to give anyone who does not have access to proper PPE their own.

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	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	Balls, toys	x			

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.

The link to our [Policy](#). We will following OSSE's guidance on how to disinfect and clean when a member of our community either develops symptoms of COVID-19 while in school or tests positive.

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

We will run our supply inventory on a **monthly** basis to ensure that we have appropriate disinfection supplies. Our cleaning is done by **BradCorps**. 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.

We will review the functionality of air filtration and water systems monthly. Filters will be replaced quarterly unless otherwise stated by manufacturer.

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.**

Find **Policy** here. Any who are exposed according to DC Health's definition will be immediately dismissed, or isolated until a parent or guardian can pick them up. Those who are exposed in the school building will be dismissed for 10 days until they share a negative COVID test.

Exclusion Criteria

A student, staff member, or essential visitor must stay home, or not be admitted, and must follow the applicable DC Health guidance for isolation or quarantine, if they:

- **Have any of the symptoms listed in the "Daily Health Screening" section of this guidance in the last 24 hours.**
- **Are confirmed to have COVID-19.**
- **Have been in close contact in the last 10 days with an individual confirmed to have COVID-19.**
- **Are awaiting COVID-19 test results or have a household member who is awaiting COVID-19 test results.**
- **Have traveled domestically in the last 10 days to any place other than Maryland or Virginia, unless they did not attend school until tested for COVID-19 three to five days after returning to DC AND received a negative COVID-19 viral test.**

- Have traveled internationally in the last 10 days, unless they did not attend school for seven days, got tested for COVID-19 three to five days after returning to DC, AND received a negative COVID-19 viral test.

Students or staff with pre-existing health conditions that present with specific COVID-19-like symptoms will not be excluded from entering the school building on the basis of those specific symptoms if a healthcare provider has provided written or verbal documentation that those specific symptoms are determined to not be due to COVID-19.

Provided that they do not currently have any symptoms consistent with COVID-19, an individual who has tested positive for COVID-19 within the last 90 days or is fully vaccinated may be admitted while awaiting COVID-19 test results, after close contact with someone with confirmed COVID-19, when a household contact is awaiting COVID-19 test results, or after travel. Any individual with symptoms consistent with COVID-19 must follow the exclusion criteria outlined above.

Provided that they do not currently have any symptoms consistent with COVID-19, an individual who has tested positive for COVID-19 in the last 90 days or is fully vaccinated against COVID-19 may be admitted immediately after domestic or international travel. They should get a COVID-19 test three to five days after international travel. Any individual with symptoms consistent with COVID-19 must follow the exclusion criteria outlined above. If excluded, students (or their parents/guardians), staff, and essential visitors should call their healthcare provider for further directions.

DC Health recommends that students and staff should get tested for COVID-19 if anyone in their household has symptoms of COVID-19, even if the student or staff member themselves does not have symptoms. All members of the household should be tested at the same time. Individuals who are fully vaccinated against COVID-19 should only get tested in this instance if they develop symptoms.

Dismissal Criteria and Protocols

If a student, staff member, or essential visitor develops a fever or other signs of illness, the school will follow the above exclusion criteria regarding the exclusion and dismissal of students, staff, and essential visitors.

For students, Paul PCS will:

- Immediately isolate the student from other students.
- Identify a staff member to accompany the isolated student to the isolation area and supervise the student while awaiting pickup from the parent/guardian.
- The staff members briefly responding to the sick student in the classroom, accompanying the student to the isolation area, and supervising the student in the isolation area should comply with PPE best practices.
- Notify the student's parent/guardian of the symptoms and that the student should be picked up as soon as possible and instruct them to seek healthcare provider guidance.
- Immediately follow all cleaning and disinfection protocols for any area and materials with which the student was in contact.

For staff and essential visitors, the school will:

- Send the staff member or essential visitor home immediately or instruct them to isolate until it is safe to go home;
- Instruct the staff member or essential visitor to seek healthcare provider guidance; and
- Follow cleaning and disinfecting procedures for any area, materials, and equipment with which the staff member was in contact.

Isolation Room: Schools has identified more than one well-ventilated space to isolate sick individuals until they are able to leave the school grounds. If safe and weather permitting, Paul PCS will isolate sick individuals outdoors under appropriate supervision. When in the isolation area, the sick individual will always wear a face mask or surgical mask, be within sight of the supervising staff member, and be physically separated from other individuals by at least 6 feet. Paul PCS will isolate only one sick individual in the isolation area at a time. The isolation area should be immediately cleaned and disinfected after the sick individual departs. Supervising staff will comply with the PPE best practices.

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 [The Executive Director of Operations within School](#). 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.

We will use OSSE's [daily screening form](#) or similar form, such as [the Paul PCS Screening Form](#) 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 POS 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 communicates with our families frequently through email, text and social media. Policies can be

found in our [Family Handbook](#) which will be updated again before the first day of school. To protect the privacy of the individuals while alerting families and staff to mitigate spread, families who are at risk of exposure will be notified within the immediate business day of exposure, but names of exposing-individuals will not be reveal. 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. Exclusions only include those that include documentation from a doctor, or for staff and students who have documentation on file confirm fully vaccinated status.

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.

We are not planning to providing testing for our community as over 95% of our community is eligible for the vaccine.

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.

Our LEA is supporting eligible students and staff to get vaccinated by frequent communications of vaccination sights, memos, discussions, powerpoints to incentives vaccination and to address concerns.

Students with Disabilities

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

LEAs will ensure that appropriate accommodations are offered to SWDs in accordance with their IEPs, 504s or other supporting documentation with respect to ALL health and safety policies and procedures.

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.

All staff will be trained on all Health and Safety Guidelines at Paul PCS during our Professional Development Institute with commences on August 9, 2021. Training will complete prior to students returning to the building. All staff are expected to understand, support, and monitor compliance with all safety standards.

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.

Our LEA 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). 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.

The health and safety plan will be monitored directly and regularly by Paul PCS's Executive Director of Operations, Will Henderson, or designee. Daily observations will occur regarding enforcement of each portion of the policy (which particular attention to mask-wearing, social distancing standards, and hand washing). Any non-compliance will be addressed formally by Mr. Henderson or designee in writing to the adult responsible for enforcement. Failure to comply with standards will constitute removal from the community. Students are do not comply may become eligible for longer-term virtual learning, or may be given one-to-one support from a dedicated aide if circumstances require such support.

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

Our LEA 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). 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.