

SY 2021-22 LEA Health and Safety Plans

LEA Name: Perry Street Preparatory PCS
LEA Contact: Kelly Smith
LEA Type: Pre-K;Elementary;Middle School
Date Generated: 08/10/2021

Background and Purpose

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

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

Face Masks

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

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

It has become a well established procedure at Perry Street Prep PCS that all school staff will wear face coverings at all times when in the building, and when outside of the building. Additionally, all students and families will be required to wear face coverings during arrival, dismissal, and at all times while moving around the school building only removing for specific circumstances articulated in OSSE guidance. Compliance with this requirement will always be balanced with developmentally appropriate practices and consequences.

Upon entry all necessary PPE will be distributed to staff members though they will be allowed to wear their own personally provided items if they meet DOH guidelines. As of submission of report the school is in high supply of sufficient PPE (masks, gloves, gowns, and shields) to supply as needed to all staff and students.

- In the event that a student, staff, or guest does not have a face covering, one will be provided by the school. Cloth, surgical, and or face shields will be provided.
- Staff and students will exercise caution when removing the covering, 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 covering of another student or staff member, it should be removed immediately and replaced with a clean one.

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.

In the instance that a student refuses to wear a face covering at all times, the following procedure will be followed:

- Student will be provided a mask
- Student will be reminded that mask wearing is a requirement in the district of columbia
- Student parent contact will be made to remind the family of the importance of safety for all students and staff in our school building.

Staff or visitors who refuse to wear a face covering will not be allowed to enter the premises of our school building past the check in location. Staff members will be reminded it not wearing a mask and be subject to progressive discipline if necessary.

If an adult or child has a medical condition that prevents them from wearing a face mask and/or face shield, they must have documentation on file from a medical provider that they are not able to do so. PSP will work with all students and staff during school year preparations to ensure that accommodations are met and/or staff and students unable to mask wear or alternative protective gear will not participate in in-person school activities.

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 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, in queue, and when playing outdoors.
- Staff will be spaced 6 feet apart from other adults and students.
- Markation throughout classrooms and hallways will remind students and staff about healthy physical spacing recommendations.
- Limit occupants in any space based on the “Phase” per the DC Health requirement.
- Limit staffing to serve at a maximum of 3 cohorts.
- 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 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 three feet apart.
- Arrival and Dismissal will take place outside to ensure extensive spacing and best ventilation.
- Communal-use spaces such as the cafeteria and lounges will be closed.
- Communal-use spaces that remain open (gym, playground, book rooms) will be staggered, providing time for cleaning and disinfecting between use and maintaining six feet of distancing at all times.
- 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)
- Toilets, urinals, and sinks will be staggered and closed to ensure proper distancing during use. Capacity will be limited as well.
- 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 and referred to as isolation rooms.

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.

Perry Street Prep PCS is creating cohorts whereby students have limited exposure to other students and staff.

- In grades PK - 5th grade students will remain fully cohorted with maximum exposure daily to 18 other students and a maximum of 5 staff members.
- Cohorts at these grades will remain in their classroom throughout the day for all enrichment and lunch with assigned bathroom use.
- Cohorts will have staggered recess schedules and designated areas of play.
- In grades 6th - 8th grades students will remain with as limited exposure to other students as feasible ensuring proper access to accelerated courses and best fit instructional methods.
- Middle school students will have a maximum of 5 members working with them daily and remain in their homeroom cohorts for lunch and staggered recess.

Use of Hallways

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 paw prints will markate 6 foot distances in all transition spaces and 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 if necessary. All hallways will be supervised by a minimum of 2 adults during all transitions to ensure compliance with safety measures during transitions.

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.

Perry Street Prep PCS 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:

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

6. Provide the LEA's plan to make available adequate supplies (e.g., soap, paper towels, hand sanitizer, tissues) to support healthy hygiene practices including, as relevant, in classrooms, bathrooms, offices and common spaces.

Perry Street Prep PCS is well stocked with hand sanitizer, soap, tissues in all bathrooms, classrooms, and common areas and completes weekly supply checks. All entrances and exits to every room and building has touchfree hand sanitizer stations installed. The school also has soap through hands-free 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.

Perry Street Prep PCS keeps a 90 day supply at a minimum at all times of all recommended PPE including gowns, gloves, surgical masks, eye protection and KN95 masks in the main office supply closet that can be accessed at any time by any staff member.

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 and disinfect 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 following surfaces will be disinfected throughout the school day by two roving day porters in addition to classroom staff members:

- Contact Suraces including handrails, door knobs, elevator buttoms.
- Playground
- Desks and Chairs
- Mats and Chairs
- Play equipment
- Computers and Keyboards

The following surfaces will be disinfected nightly through electrostatic disenfectant spraying:

- Contact Suraces including handrails, door knobs, elevator buttoms.
- Playground
- Desks and Chairs
- Mats and Chairs
- Hallway and Classroom Floors

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.

In the event of a positive COVID-19 case in the school community, 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 and in the timeline provided in health guidance. The school cleaning vendor will be notified and asked to conduct thorough deep cleaning and disinfecting of all areas used by COVID-19 positive individuals including transition spaces such as hallways, entrances/exits, and stairwells after 24 hours and up until 3 days past exposure of positive case.

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

Perry Street Prep PCS's adheres to the following:

- Routinely clean and disinfect surfaces and objects that are frequently touched. This includes cleaning objects/surfaces not ordinarily cleaned daily.
- Use of gloves by any staff member disenfecting a space.
- Follow the manufacturer's instructions for concentration, application method, contact time, and drying time before use by a child. See CDC's guidance for safe and correct application of disinfectants.
- Safe and correct storage for cleaning and disinfection products.
- Cleaning providers will place signage in every classroom reminding staff of cleaning protocols.
- Frequently update and implement a schedule for increased, routine cleaning, disinfection and sanitization.

The school cleaning is conducted by Busy Bee Janitorial and our agreement with Buse Bee Janitorial confirms that they will wear gloves while cleaning and disenfecting spaces throughout the building. They are also

responsible for ensuring sufficient disinfection and cleaning supplies.

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.

In reopening after a prolonged shutdown PSP will ensure building systems, such as ventilation and water systems and features (e.g., sink faucets, drinking fountains, decorative fountains), are safe to use.

Prior to reopening after any prolonged shutdown, the PSP will engage with the 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 to maximize air quality for occupants while considering safety and health risks such as risk of falling, outdoor air quality triggering asthma symptoms, building fire safety, and security. The air ducts will be cleaned and disinfected bi monthly in accordance with manufacturer guidance. All filters in unit ventilation units will be upgraded to the highest grade filter approved for use by manufacturer and changed bi monthly (increased from typical quarterly replacement.)

Prior to reopening after any prolonged shutdown, the school will flush all water systems to clear out stagnant water and replace it with fresh water. This process will remove any metals (e.g., lead) that may have leached into the water and minimize risk of Legionnaires' disease and other diseases associated with water following CDC guidance and as described 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.**

The School will adhere to the following exclusion and dismissal criteria:

- Exclusion Criteria: Students and staff must stay home, or not be admitted if: The student or staff member has had a temperature of 100.4 degrees or higher, any member of their household is confirmed to have COVID-19 (unless student or staff is vaccinated, or any unvaccinated member of their household is awaiting COVID-19 test results).

If a student or staff member reports any of the above symptoms or exposure, or is confirmed to have COVID-19, the student or staff member must not return to school until:

- 72 hours after the fever has resolved without the use of fever-reducing medication (e.g. Motrin, Tylenol) and respiratory symptoms have improved; AND at least 10 days after symptoms first appeared, whichever

is later; OR per their healthcare provider following DC health instructions.

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

- For students, the school is to immediately isolate the student from other students, notify the student's parent/guardian of the symptoms and that the student needs to be picked up as soon as possible, and immediately follow cleaning and disinfecting procedures for any area and materials with which the student was in contact.
- For staff, the school is to send the staff member home immediately and follow cleaning and disinfecting procedures for any area, materials, and equipment with which the staff member was in contact.
- (If a school staff member must take a student's temperature at any point, they will follow CDC guidelines to do so safely, including with the use of barrier protection or Personal Protective Equipment (PPE) and the proper cleaning of the no contact thermometer before and after use.)

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.**

Perry Street Prep PCS's COVID-19 point of contact is Kelly Smith, Chief Operating and Finance Officer. 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, we will not exclude students and staff with COVID-like symptoms if they have provided written or verbal guidance from a medical professional that such symptoms are chronic and unrelated to COVID. To this end, our COVID-19 POC may review all of our daily screening questions to ensure that students or staff with preexisting symptoms have not been exposed. In some cases, the COVID-19 POC may seek the counsel of the school nurse.

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 Health and Safety Guidance from OSSE (p 28-29).

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

Perry Street Prep PCS 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.

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

The school makes such communication via email, text message, and class dojo posting in addition to phone calls to direct contacts. 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.

Perry Street Prep PCS currently implements optional and readily available daily testing symptomatic and asymptomatic testing options free of charge via an onsite Curative Testing Kiosk. In the advent 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. 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.

Our LEA is supporting eligible students and staff to get vaccinated by providing excused absences and extra PTO when and where necessary for both vaccination and related symptoms. The LEA is partnering with DC Urgent care to provide onsite vaccines for any and all community members throughout July and August 2022. The school may make the decision to require vaccination and proof for all eligible staff members upon return for the 21-22 school year.

Students with Disabilities

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

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

- Opportunities to request waivers/adjustments/reasonable accommodations.
 - Ex. Students requiring support or assistance from designated staff members with less than recommended physical distancing.
- Regular and frequent communication to families prior to and throughout the school year to frequently assess healthy and safety policy impact of SWDs.

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.**

Perry Street Prep PCS seeks to mirror the success of the safely reopened SY20-21 protocols when training and providing technical assistance on its policies and procedures to staff, students, and families. All families and students will be trained on required protocols over virtual orientations, in written email, and throughout the school day when and as needed by trained staff members. All staff members will receive extensive training during August preservice in addition to, at a minimum, monthly staff PD to review current health conditions, safety policies and required troubleshooting. As has been done in the past, when necessary experts in communicable disease or other health and safety topics will be brought in for staff and family education.

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.

Implementation of all safety plans, protocols and procedures will be reviewed during daily walk throughs by the COVID 19 POC and reviewed with the staff, at a minimum, during monthly staff PD to review current health conditions, safety policies and required troubleshooting. Immediate issues of concern (eg. mask non compliance) will be directly addressed throughout the day by any and all staff members holding the entire community responsible for its safety.

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

Perry Street Prep PCS plans to communicate key health and safety policies and procedures with students families and staff via email, Class Dojo, One Call Now Texts, website updates, social media, monthly newsletters, 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.