

SY 2021-22 LEA Health and Safety Plans

LEA Name: Rocketship Education DC PCS

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LEA Type: Pre-K;Elementary

Date Generated: 08/12/2021

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 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.

Wearing a well-fitted mask is one of the best ways to limit the transmission of viral particles. Masks protect both the wearer and the people around them.

- Anyone 2 years old+ must wear a tight fitting mask on Rocketship campuses and offices, except during meals. Even though public health guidelines allow for vaccinated individuals to go maskless in their private lives, we are currently continuing the mask requirement for all staff on our campuses. This allows us to implement a consistent requirement across campuses, and model proper mask-wearing for students. Vaccinated staff will be allowed to remove their masks outdoors only, or when they are alone and children are not present.
- Disposable face masks for adults and children will be made easily available

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.

Mask Accommodation: Rocketeers with disabilities can request an accommodation and must work with their Principal to come up with an alternate plan before their first day on campus. (See more information in the Students with Disabilities section.)

- Have Rocketeer try different types of masks to get the right fit. Rocketship should provide different options and/or mask "add-ons" like a bracket/breathe cup or ear savers. *For our Rocketeers with asthma, the CDC and WHO recommend asthmatics to wear masks and try different types to get a comfortable fit.*
- Create a reward system for wearing masks both on campus and at home to build skill.
- Schools could add supervised breaks during the instructional day where students who need this break may go outdoors and maintain 6'+ social distance in order to take a break from wearing their mask.
- Signage will be posted throughout the building as well as in the classroom.

When on campus following the protocols are required to keep each other safe, if staff do make a mistake they should expect to receive feedback in the following ways.

1. **First warning.** Verbal in-the-moment feedback from COVID Lead, a School Leader, or your manager. E.g.: "Please always make sure to cover your nose with your mask"
2. **Second warning.** Formal email to staff member and manager to make sure the staff member really understands the change that needs to be made in order to keep us all safe.

Third warning. Further follow-up to ensure unsafe behavior does not continue on our campus. This could include further discussion of the issue, more individual training, a "pause" from being on campus, and/or other steps.

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.

Within Rocketship schools, all adults must maintain 6'+ of distance between themselves and all others (students and adults) while indoors. Rocketship DC will prioritize keeping students in stable cohorts and limiting the number of people who "cross cohorts." Students must maintain 3'+ of distance between themselves and all others while both indoors and 6'+ when outdoors and in restrooms.

Individuals and classes should maintain six feet of distance when transitioning and moving through the school. Students in the same cohort will maintain three feet of distance. We will have many fewer student transitions than usual, given that students will stay in one classroom throughout most of the day instead of rotating locations. However, sometimes classes will need to "move together" (e.g. to PE or to the restroom to wash hands), and other times individual students or adults will be moving through the school alone. To make transitions this as safe as possible, we will take measures such as:

- Have no more than one person in an elevator at once, or two if required to accompany a student
- Floor stickers in classrooms, hallways and stairwells should be placed to show adults and students where to stand to maintain 6 feet of distance.
- Take any other measures we can think of to ensure physical distancing is maintained
- The distancing that is happening at recess should mirror the physical distancing inside the building.
- Stagger arrival and dismissal times in order to (a) support physical distancing on the way into the building, and (b) make it possible for students to wash hands with soap and water (not just sanitize) before touching their desk and their breakfast with dirty hands.

Bathrooms:

- Focus should be on scheduled all-class bathroom breaks
- For kids who need to use the restroom outside of the bathroom breaks, the campus comes up with a plan to either 1. Escort individual Rocketeers or 2. Monitor bathrooms
- Rocketeers should not use the bathroom on their own without a monitor, as it will be impossible to ensure physical distancing

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.

- Keeping your distance from others and limiting the number of people you come into close contact with is a critical part of minimizing your risk of becoming infected with COVID-19 and limiting the spread in your community. Cohorting involves creating stable groups of students that are separated from other groups of students by at least 6' throughout the entire day. Schools will use cohorting, especially in areas of high transmission, in order to support contact tracing, and to minimize transmission across cohorts.
- 25 students in the same grade level will be in a classroom at 3' distancing
- Students will in lunch in classrooms due to cohorting and using specialized spaces as classrooms
- Materials within a static cohort will be shared with that cohort.

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.





- Handwashing, and hand sanitizing when washing is not available, is one of the key ways we keep ourselves and others healthy - not just from COVID-19, but from many of the germs we encounter every day that can make us sick. During the COVID-19 pandemic, it is critical that people clean their hands “before and after touching their face, touching their mask, entering and leaving a public place, and touching items that others have touched.”
- Within Rocketship schools, all individuals must wash their hands with soap and water for at least 20 seconds or use hand sanitizer with at least 60 percent alcohol if washing is not available or practiced frequently. Students and staff need to clean their hands regularly throughout the day.
- Covering coughs and sneezes and keeping hands clean can help prevent the spread of COVID-19. To help stop the spread of germs staff and students will be encouraged to:
 - Cover mouth and nose with a tissue when you cough or sneeze
 - Throw used tissues in the trash
 - If tissue isn’t available, cough or sneeze into your elbow, not your hands
 - Remember to immediately wash your hands after blowing your nose, coughing or sneezing.

	Hand Washing	Hand Sanitizing
Arrival	n/a	<ul style="list-style-type: none"> • When entering campus
Breakfast	n/a	<ul style="list-style-type: none"> • When entering the classroom • After eating breakfast
Throughout the day	<ul style="list-style-type: none"> • After using the restroom • When hands are visibly dirty 	<ul style="list-style-type: none"> • When entering and exiting classrooms • Before/after touching their mask
Lunch	Before lunch	After lunch
Recess/PE	After recess	Before and after playing on the playground or with shared equipment
Dismissal	n/a	When exiting campus

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.

- Classroom, common space and front office disinfecting checklists are monitored daily by operations staff members and all spaces are replenished with supplies as needed. All of the items below are stock

piled in on site storage rooms and monitored weekly. Business Operations Managers (Operations Coordinators for AppleTree) replenish the stock pile as needed.

<p><i>Wall Mounted Hand Sanitizer</i></p>		<p><i>Every classroom & office space</i></p>	<p><i>Cintas</i></p>	<p><i>Will be installed near the door in every classroom and office space across our campuses.</i></p> <p><i>Staff will be using the hand sanitizer BOTH when exiting and entering the classroom will help stop the spread.</i></p>
<p><i>Mobile Hand Sanitizer Stand</i></p>		<p><i>4/campus</i></p>	<p><i>Cintas</i></p>	<p><i>Can be moved around the campus but will be required to be at the campus entry at Arrival, Dismissal, and Recess</i></p>
<p><i>Hand sanitizer with pump, 34 oz</i></p>		<p><i>2/month for each room on campus</i></p>	<p><i>Cintas</i></p>	<p><i>This is in addition to the wall-mounted hand sanitizer and can be used by teachers to bring to Rocketeer's desk, as needed.</i></p>
<p><i>Wall Mounted Hand Soap</i></p>		<p><i>Every bathroom</i></p>	<p><i>Cintas</i></p>	<ul style="list-style-type: none"> <i>Will be installed in every bathroom.</i> <i>Staff/Rocketeers will be using the hand soap when exiting the bathroom.</i> <i>We have a stockpile in on site storage rooms</i>

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.

Type of PPE	Mandatory for	Optional for	Use
Masks	All	n/a	

Face Shields	<ul style="list-style-type: none"> • Health Suite Attendant • Isolation Room Attendant • Working with any student secreting bodily fluid 	<ul style="list-style-type: none"> • Arrival Staff • Dismissal Staff 	<p>Face shield reference is to protect the eyes and only recommends them if working with student known or suspected to be positive or students that secretes bodily fluids (isolation room, SIP staff)</p> <p><i>Anyone who would like to wear a face shield in addition to their mask may.</i></p>
Gloves	<ul style="list-style-type: none"> • Breakfast teacher • Lunch teacher • Lead Server • First Aid • Working with any student secreting bodily fluid 	<ul style="list-style-type: none"> • Arrival Staff • Dismissal Staff 	<p>Gloves must be worn when:</p> <ul style="list-style-type: none"> • serving food • administering first aid • handling something contaminated or bodily fluids • doing heavy cleaning <p><i>Anyone who would like to wear gloves may, but it is important that gloves are worn properly and are changed and disposed of after touching a contaminated surface. Wearing gloves is not a substitute for washing and sanitizing hands frequently.</i></p>

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).

While there was an intense prioritization on disinfection at the beginning of the pandemic, we have since learned that COVID-19 is an airborne, not surface-borne, pathogen, and that regular cleaning is sufficient to keep us safe under most circumstances. According to CDC guidance, disinfection should be reserved for sanitizing spaces that an ill person has occupied.

Cleaning: When no people with confirmed or suspected COVID-19 are known to have been in a space, cleaning (i.e. using All purpose surface wipes) once a day if the students stay in the same classroom or ahead of each transition in a rotational model (including outdoor play equipment) is enough to sufficiently remove viruses that may be on surfaces and help maintain a healthy facility. Within Rocketship schools, we will clean high-touch surfaces and objects at least once a day, and more frequently if necessary.

Disinfecting: If someone tests positive for COVID-19 or there is a suspected case, Rocketship will ensure the spaces that person occupied are cleaned and disinfected. Disinfecting (i.e. using PURE disinfectant, Seventh

Generation disinfecting wipes, or your campus’ electrostatic sprayer) kills any remaining germs on surfaces, which further reduces any risk of spreading infection.

It is important that the cleaning products we use are safe for children, so we have selected products with this in mind.

Type of Cleaning	Situation	Actions
In-day classroom cleaning	Teachers are rotating across classrooms	<ul style="list-style-type: none"> • Teachers <ul style="list-style-type: none"> ◦ clean high touch areas in the room as they rotate out, before the next teacher rotates in (<u>Classroom Cleaning Checklist</u>) <ul style="list-style-type: none"> ▪ <i>Ex. HUM/STEM/Lunch/Recess/ECC/ILS</i> • Rocketeers <ul style="list-style-type: none"> ◦ wipe down their desk surface with an all purpose surface cleaner during meals and if visibly dirty at any point during the day.
In-day cleaning of shared student materials	Materials shared within a cohort	Books & shared materials can be shared within a single static cohort and do not need to be cleaned before/after use. If an item gets visibly dirty it should be cleaned with an all purpose cleaner.
In-day cleaning of high touch areas	Twice per day (e.g. 10am, 2pm), a Day Porter, Ops Specialist, or other staff member should clean “high touch” areas.	
Nightly Cleanings	Custodians will clean desks, bathrooms and high touch areas every weeknight. Custodians will also be using an electrostatic sprayer-- each evening in all common spaces and classroom spaces and/or when there is a confirmed or presumptive positive case.	

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 limiting 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.

Rocketship Public Schools has purchased an electrostatic sprayer for each campus and our custodial vendor, BusyBee, also has electrostatic sprayers. Electrostatic sprayers wrap all furniture and supplies with the disinfectant so that no surface goes uncleaned. We feel confident in using these sprayers that we will fully disinfect our spaces if a positive case were to arise.

In the event of a positive COVID-19 case on campus our Regional Director of Operations would inform local health officials (and others as deemed appropriate) and adhere to their guidance. While waiting on this guidance, we would immediately disinfect the room (all surfaces, all furniture, all personal items), bathrooms, and other areas the student or staff member may have been, using the electrostatic sprayer and a disinfecting product that is safe for children and food surfaces that has a 10-minute dwell time. We would need to leave the rooms ventilated for a minimum duration of 10 minutes before anyone else uses them. The disinfecting product is provided by CINTAS and is in stock on all campuses.


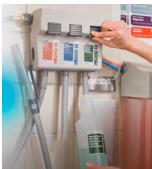
DC Positive COVID Case Communication Protocols		
Step	Tasks	Owner
1	Contact Rocketship COVID Lead at that campus	Staff Member who is made aware of the positive case
2	COVID Lead immediately schedules a Zoom meeting with ED, DOS, ADoS, AD of Operations, Rocketship Principal, AT Principal, Social Justice ED and Principal (RIC only)	COVID Lead
3	Email to COVID ListServ at school to notify about a confirmed positive case and that they will reach back out later with more details. (To include: Busy Bee (cleaning), security, Principals, Business Operations Manager, Regional Members)	COVID Lead
4	Contact Tracing; all calls and information documented in contact tracing document	COVID Lead
5	Staff who are considered close contacts (see below) are told to quarantine <ul style="list-style-type: none"> • <i>Note: vaccinated staff do not need to quarantine</i> 	COVID Lead, with support from DOS, ADoS, AD of Operations, and SL's as needed
6	Email to COVID ListServ at school to notify with additional information and steps taken	COVID Lead
7	Communication letters edited: <ul style="list-style-type: none"> • Family school wide letter • Staff Letter • Staff Quarantine letters 	COVID Lead


8	Communication sent to families, staff & Elise (Communications Team)	Principal
9	Report positive COVID case to DC Health and Rocketship	AD of Operations

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

- Classroom, common space and front office disinfecting checklist are monitored daily by operations staff members and all spaces are replenished with supplies as needed. All of the items below are stock piled in on site storage rooms and monitored weekly. Business Operations Managers and AppleTree Operations Coordinators replenish the stock pile as needed.
- Gloves must be worn when:
 - serving food
 - administering first aid
 - handling something contaminated or bodily fluids
 - doing heavy cleaning

Anyone who would like to wear gloves may, but it is important that gloves are worn properly and are changed and disposed of after touching a contaminated surface. Wearing gloves is not a substitute for washing and sanitizing hands frequently

Classroom Disinfectant - Pure Hard Surface		1, 32 oz bottle/month for each room on campus	Solutex	<ul style="list-style-type: none"> • <u>Classroom, common space and front office disinfecting</u> during the school day • Dwell Time: 90 seconds • Does not need to be wiped down • Kid and Food surface safe
Disinfectant - Cintas DS1		1 station/school located in the custodial closet	Cintas	<ul style="list-style-type: none"> • Dwell Time: 10 minutes • Kid and Food surface Safe • For use in Electrostatic Sprayer & in spray bottles (provided by Cintas) • Should only be used when there is 10 minutes of time for

				<i>the product to sit, before the space/object needs to be used.</i>
<i>Electrostatic Sprayer</i>		<i>4/school building</i>	<i>Solutex</i>	

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.

- COVID-19 spreads more easily indoors as the viral particles are able to build up in an enclosed space, so keeping our air fresh and clean prevents viral particles from building up and infecting healthy people. Ventilation strategies can reduce the concentration of COVID-19 viral particles in the air, making it less likely that someone will inhale them.

<i>Mitigation</i>	<i>Action</i>	<i>Owner</i>
Increase Filtration & Preventative Maintenance	<ol style="list-style-type: none"> 1. All DC Campuses have MERV13 filters. 2. HVAC vendors will be onsite every other month to inspect and change filters as needed. 3. Increased preventative maintenance tasks to include cleaning and disinfecting the intakes and returns. 	Facilities Team
Increase Ventilation	<ol style="list-style-type: none"> 1. Ensure the HVAC fan system is running 24/7 whether the building is occupied or unoccupied so that air will be filtering constantly. <ol style="list-style-type: none"> a. DC Video How To: How to use HVAC 2. When possible, increase outdoor air ventilation when the external air quality is safe and or humidity levels are low externally and to the extent the system allows. 	Business Operations Manager
Air Purifiers	<ol style="list-style-type: none"> 1. Purchase and run air purifiers in all spaces with more than 1 occupant (must trap .1 microns). <ol style="list-style-type: none"> a. Up to 500 sq ft (Office) b. Up to 840 sq ft (Classroom) c. Up to 2,400 sq ft (Learning Lab) 2. Check filters monthly, replace when dirty and/or when the air purifier alerts you. 	Business Operations Manager

- Water fountains will not be in use. Campuses will determine how they want to make sure Rocketeers and staff have access to drinking water:
 - Option 1: Ask Rocketeers to bring their own filled water bottles from home daily/weekly.
 - Campus must have a plan to refill throughout the day. Some options included, utilizing sinks, procuring gallons of water or smaller plastic water bottles, installing a water bubbler or a water dispenser.
 - Adults should be the only ones refilling bottles and they must be careful not to touch the mouth of a bottle to the refill mechanism, as this can spread germs.
 - Option 2: Provide plastic water bottles for Rocketeers each day or as needed.

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, or
- Any member of their household is awaiting COVID-19 test results.

If a student or staff member reports 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.

If any student or unvaccinated staff member has been in close contact with a person who is positive for COVID-19, then the student or staff member must not enter the facility until cleared by their healthcare provider or has completed their quarantine period without becoming symptomatic or diagnosed with COVID-19.

If any student or staff member has been in close contact with a person who is awaiting a COVID-19 test result, then the student or staff member must not enter the facility until the close contact tests negative. If the close contact tests positive, then they should seek guidance from their healthcare provider or DC Health.

Dismissal Criteria: If a student or staff member develops a fever or other signs of illness, the school must 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 should follow CDC guidelines to do so safely, including with the use of barrier protection or Personal Protective Equipment (PPE).

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.**

To ensure a clear and efficient process for communication, the school has identified Rochelle Bodie, Associate Director of Operations for Rocketship DC, as the internal COVID-19 point of contact (POC). This person is responsible for ensuring the below steps are followed in the event of a confirmed case of COVID-19.

Step 1: Report to DC Health Department

The school will follow existing procedures for reporting communicable disease. **In the event of a confirmed case of COVID-19 in a student, staff member, or any individual who has entered the building, the school will notify DC Health by submitting the online case report (via <https://redcap.doh.dc.gov/surveys/index.php/surveys/?s=DHNA4X8LJC>).**

Step 2: Communication to Families and Staff

Schools are to have communication protocols in place that protect the privacy of individuals and alert their families and staff to a COVID-19 case. Communication is to be completed, per DC Health directive and will include:

- Notification to all staff and families in the event of change of school schedule,
- Notification to those staff and families of students in close contact with the individual and will state the requirement to quarantine for 10 days; and
- Notification to the entire program that there was a COVID-19 positive case, those impacted have been told to quarantine, and all areas that the individual was in contact with will be cleaned, sanitized, and disinfected.
- Impacted families will find out via email, text, and letter.

Step 3: Cleaning, Sanitization, and Disinfection of Affected Spaces

In the event of a **confirmed COVID-19 case in a student or staff member**, the school **must**

immediately close the room(s) the COVID-19 positive individual was in once all students in that group have exited the school and follow cleaning, disinfection and sanitization guidance from the CDC, linked [here](#)

- If **seven days or fewer** have passed since the person who is sick used the facility, follow these steps:
 1. Close off areas used by the person who is sick.
 2. Open outside doors and windows to increase air circulation in the area.
 3. Wait up to 24 hours or as long as possible before cleaning or disinfecting to allow respiratory droplets to settle.
 4. Clean and disinfect all areas used by the person who is sick, such as classrooms, bathrooms, and common areas.
- If **more than seven days** have passed since the person who is sick used the facility, additional cleaning and disinfection is not necessary. Continue routine cleaning and disinfection.

Rocketship will 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. Staff members will be asked to provide a written documentation to the site COVID Lead and Human Resources in order to confirm that those specific symptoms are not due to COVID-19.

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

Schools will notify DC Health when:

- A staff member notifies the school they tested positive for COVID-19 (not before results come back) OR
- A student or parent/guardian notifies the school that the student tested positive for

COVID-19 (not before results come back).

- We will notify DC Health by submitting an online form on the DC Health COVID-19 Reporting Requirements website dhealth.dc.gov/page/covid-19-reporting-requirements under the section “Non-Healthcare Facility Establishment Reporting.”
- Select “Non-healthcare facility establishment seeking guidance about an employee, patron, or visitor that reported testing positive for COVID-19 (epidemiology consult/guidance).” An investigator from DC Health will follow-up within 24 hours to all appropriately submitted notifications. Note: While schools await a response from DC Health, plans should be made as soon as practical to close, clean and disinfect any areas or equipment that the COVID-19 positive individual may have used in the last seven days (see Step 3). If it is during the day when the COVID-19 case is confirmed AND the COVID-19 positive individual was appropriately excluded from in-person activities while awaiting test results, it is acceptable to close, clean, and disinfect the spaces used by the positive individual after the students and staff in those spaces leave for the day.

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

Our school will use communication protocols that protect the privacy of individuals and alert their families and staff to a COVID-19 case. Communication will be completed, per DC Health directive and will include:

- Notification to the entire school that there was a COVID-19 positive case, those impacted have been told to quarantine, steps that will be taken (e.g., cleaning and disinfection);
- Education about COVID-19, including the signs and symptoms at coronavirus.dc.gov;
- Referral to the Guidance for Contacts of a Person Confirmed to have COVID-19, available at coronavirus.dc.gov; and
- Information on options for COVID-19 testing in the District of Columbia, available at coronavirus.dc.gov/testing. DC Health will instruct schools on dismissals and other safety precautions in the event a known COVID19 individual came in close contact with others at school.

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.

- Weekly on-campus COVID testing allows us to identify asymptomatic cases, ideally before they infect others in the school community. Rapid testing also offers a way for staff to “clear” themselves to enter campus with a minor symptom.
- All Rocketship staff will have the option to participate in weekly on-campus COVID testing, overseen by the school COVID Lead.

Site	Typical Day & Time <i>Subject to change, reach out to COVID Lead to stay up-to-date</i>	COVID Lead
RLP	<i>Wednesday's 3:30-5:00</i>	<i>Justin La Luz</i>
RISE	<i>Wednesday's 3:30-5:00</i>	<i>Cidney Brunson</i>
RIC	<i>Wednesday's 3:30-5:00</i>	<i>Jasmine Tindley</i>

- We will offer weekly on-campus COVID testing for students whose families give permission. We may end this practice if/when a majority of our students become vaccinated.

- Asymptomatic Testing:
 - In partnership with the DC Health School Health Services Program (SHSP), the role of administering student asymptomatic testing will be our school health suite personnel. DC Health, aligned with the Centers for Disease Control and Prevention (CDC), now recommends weekly asymptomatic testing using a random sampling of at least 10 percent of the in person programming student population.
- Symptomatic Testing:
 - Health suite personnel will administer symptomatic tests to students who exhibit minor symptoms to allow them back to campus.

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.

- Vaccination is a key part of mitigating the risk of COVID-19, as it protects individuals from becoming sick, reduces the burden of needing to quarantine after exposure, and prevents those individuals from unknowingly bringing COVID-19 into the school environment. Rocketship highly encourages and actively supports staff and students who are eligible to be vaccinated for COVID-19, but COVID-19 vaccination is not required for employment or enrollment at Rocketship.
- Family Communication Toolkit
 - LINK Strategic Partners, in partnership with EdForward, has created communications toolkits to support citywide vaccination efforts for schools. This vaccine outreach effort aims to get members of the education community vaccinated. In Phase 1 of our outreach, we encourage LEAs to focus on informing school staff and families about how to get vaccinated. This toolkit includes overall talking points, email newsletter template, social media content, automated phone call script, and text message campaign script that you can use to distribute to your audiences. View the [English toolkit](#). View the [Spanish and Amheric toolkit](#).

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.

We will work to find a solution for any Rocketeer whose disability (physical or mental condition as recognized by the law) prevents them from wearing a mask. The Director of ISE or AppleTree Special Education Coordinator will be crucial resources for identifying and understanding Rocketeers disabilities. It's also important that School Leadership engages the parent and the student in a discussion. Some ways to encourage mask wearing for those requesting an accommodation:

- Have Rocketeer try different types of masks to get the right fit. Rocketship should provide different options and/or mask “add-ons” like a bracket/breathe cup or ear savers. *For our Rocketeers with asthma, the CDC and WHO recommend asthmatics to wear masks and try different types to get a comfortable fit.*
- Create a reward system for wearing masks both on campus and at home to build skill.
- Schools could add supervised breaks during the instructional day where students who need this break may go outdoors and maintain 6’+ social distance in order to take a break from wearing their mask.

AppleTree Rocketeers who have a documented sensory issue and are not able to wear a mask due to their disability will be excused from wearing one. Students with sensory issues may be provided a face shield if tolerable.

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.**
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- To prevent the spread of coronavirus, Rocketship DC will offer training for students, staff, and families. Topics may include:
 - How to safely return to school: a training detailing all in-school processes for students, families, and staff)
 - Healthy Habits for Staying COVID-19 Free: Support for the entire school community on how to stay safe during the global pandemic
 - I've Got This: PPE training for students
 - COVID Lead Position: Each campus has a COVID Lead that attends weekly training throughout the school year.
 - Training for all regional and school leadership team members will be held by Rochelle Bodie, Associate Director of Operations.
 - Training for staff and families will be held by Business Operations Managers.
 - Virtual training will be recorded and available to our families through our website (<https://www.rocketshipschools.org/covid-dc/>), YouTube channel, and Facebook page. Any printed resource guides and other training materials will be available for families via the website (<https://www.rocketshipschools.org/covid-dc/>).

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.

Rochelle Bodie, Associate Director of Operations (ADO), will complete walkthroughs ahead of the first day of school and weekly during the school year to monitor the health and safety aspects. The expectation is that all of BOMs get to 100% on their COVID19 System Checklists via iAuditor within 48 hours after the initial walkthrough. 75% of iAuditor self-audits across all BOMs are completed before the end of each month. If not completed within the month, ADO ensures the remaining self-audits are completed by the first week of the next month.

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

families, staff and visitors.

Staff will receive training on key health and safety policies during Summer PD, which begins on July 26th. We will prioritize this training to ensure that they are aware of the ways they can mitigate the risks of COVID-19 in our school and ensure everyone's safety.

Training for families will be held by Business Operations Managers during family orientations before school begins. These will be held both in person and virtually.

Staff will also reiterate and follow up with families regarding health and safety expectations and prevention measures during home visits, which happen within the first 3 months of the school year.

Virtual training will be recorded and available to our families through our website (<https://www.rocketshipschools.org/covid-dc/>), YouTube channel, and Facebook page. Any printed resource guides and other training materials will be available for families via the website (<https://www.rocketshipschools.org/covid-dc/>).

During the first 3 weeks of school, we have created a specific curriculum, called "Unit Zero", which combines academics, SEL, and health and safety training for our students. This will ensure they understand all of the key expectations for school, the ways they can keep one another safe, information about COVID-19, and more. We will continue to provide additional support for students throughout the year as we monitor health and safety at our schools and integrate updates into our curriculum as needed.