

SY 2021-22 LEA Health and Safety Plans

School Name: Beauvoir, The National Cathedral Elementary School

School Contact: Cindi Gibbs-Wilborn

School Type: Private, Parochial or Independent 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 School 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 School'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 School. Before publication, School'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 School'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.**

1. Order five, properly fitting, non-surgical face masks for your PK-3rd grade child (candle test).
2. Begin the practice of daily mask wearing, if you have not already.
3. Research face masks appropriate for your family (adults and children). Child face shields are optional and may be worn, but left at school if sent in with a student
4. Face masks are worn by all faculty, staff, students, and visitors in classrooms, offices, the playground, and outside and only removed while eating or drinking.
5. Face shields are optional
6. A face mask is a protective cover worn over the nose and mouth or nose and eyes to avoid breathing in bad air or high levels of air pollution, protect from dangerous chemicals, and prevent the spread of germs. Use of a face mask is a proven deterrent, keeping air droplets carrying a virus from entering and exiting the mouth and nose. It should be a tight fit, with the edges of the mask flush against the face, covering the nose, cheeks, and chin to avoid exposure to unfiltered air. The World Health Organization (WHO) recommends the use of medical masks or three-layer fabric face masks: an inner layer of absorbent material, like cotton; a middle layer serving as a filter made of non-woven material like polypropylene; and an outer layer of a non-absorbent material like polyester or a polyester blend.

2. Provide the School'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.

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

3. Provide the School'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.

1. Created thirty-seven classrooms or learning spaces, including three outdoor modular classrooms for student cohorts of approximately 10 children with 1 or 2 teachers.
2. Measured and arranged socially distanced desks.
3. Established boundaries for outdoor play.
4. Limited building and playground access to students, faculty, and staff only.
5. Designed unidirectional flow of hallways with one-way signage reminders.
6. Posted six-foot distance reminders throughout the building.
7. Require families and caregivers to remain outside the building at all times.
8. Daily arrival and dismissal will take place at 5 grade-level (Pre-k to 3rd)designated entrances to prevent crowding and mitigate risk.

4. Provide the School's policies and procedures regarding the use of cohorts for students and/or staff, including steps to minimize interactions between cohorts, as applicable.

1. Cohort groups do not mingle
2. Specials (music, art, science) are not co-mingled but taught remotely so the teachers do not interact with students directly.
3. Recess and physical activity is separate with the cohort group only
4. One or two staff persons are assigned to a cohort for teacher breaks

5. Provide the School's policies and procedures to support handwashing and respiratory etiquette including frequent, proper handwashing strategies and encouraging covering coughs and sneezes.

1. Hand sanitizer use is encouraged as the students/adults enter the school
2. Hand washing is encouraged as the students enter the classroom, before and after lunch/snacks, after bathroom use, and if a child sneezes or coughs.

6. Provide the School'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.

1. A checklist is kept outside every room in the school indicating is supplies of soap, towels and hand sanitizer is refilled
2. General supplies in stock are checked weekly.

7. Provide the School'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.

Personal protective equipment is available for everyone in the school including:

1. Surgical masks and N95 masks for the school nurses
2. Gloves in every classroom, kitchen/food service, offices, infirmary
3. Face Shields/masks for all who need them

4. Plastic aprons and face shields for those assisting teachers during lunch

Maintain Clean and Healthy Facilities

- 8. Provide the School'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).**

Extra daily disinfecting routines in place for high touch surfaces.

Extra cleaning staff hired.

Bathrooms cleaned and disinfected every 2 hours and as needed. Nurses' offices cleaned and disinfected regularly and as needed.

Common spaces cleaned and disinfected three times daily.

Playground disinfected twice daily.

Hard and soft surfaces disinfected regularly each day.

Cleaning Services clean nightly, following CDC guidelines; EPA registered.

Cleaning crew uses nightly electrostatic disinfecting system.

- 9. Provide the School'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.**

Faculty and Staff are required to go home once symptoms present and remain in self-isolation for a minimum of 72 hours.

If the indoor nurse attends to a student with questionable symptoms, the student will be escorted to the nurse in the Wellness Bungalow. There, the child will be picked up by a parent/guardian, who will be asked to keep the child home for a minimum of 72 hours.

If symptoms persist for child or adult past 72 hours, COVID testing is requested.

If COVID test positive, report is made; school community notified by DC Department of Health (DOH) and Beauvoir.

Positive tests may require the entire classroom cohort to self-isolate while investigation and contact tracing take place, per guidelines issued by DOH.

If COVID test negative, child or staff member returns to school after a minimum period of 72 hours; classroom families are not notified to protect individual privacy. Families are asked to keep child home if any family members present with COVID-related symptoms. If a student, staff member, or visitor develop COVID-19 symptoms the room is vacated and the school waits as long as possible before entering the room to clean and disinfect (at least several hours). The entire room is cleaned and disinfected and any other spaces or equipment in which the ill individual was in contact. This

includes the isolation room after use by the ill person. During cleaning and disinfection, the air circulation is increased with open doors, windows, fans and HVAC setting on high. Staff wear face masks and gloves and follow additional PPE best practices.

Should a student or staff member become symptomatic, they should be moved to an isolation room and the cohort group can remain in the room until the end of the day if an individual has symptoms but is not confirmed to have COVID-19 or if a COVID-19 case is confirmed and COVID-19 positive individual has not been in the facility that day. Staff supporting, accompanying, or cleaning up after a sick individual should adhere to PPE best practices. Once the room is vacated, the cleaning crew will wait as long as possible before entering the room to clean and disinfect (several hours). The entire room (including the isolation room) will be cleaned and disinfected as well as any spaces or equipment in which the ill person was in contact. During the cleaning process, the doors and windows are opened to increase circulation and the HVAC setting is on high. Staff wear gloves and masks for all steps of the cleaning and disinfection process. If an individual develops symptoms of or tests positive for COVID-19 and it has been more than 24 hours, but less than three days, since the individual was in the school building, the school cleans any areas where the person had been. Disinfection is not necessary. If an individual develops symptoms of or tests positive for COVID-19 and it has been more than three days since the individual was in the building, no special cleaning and disinfection procedures are necessary, and the school follows routine cleaning and disinfection procedures.

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

An inventory of cleaning supplies is done weekly and cleaning company also notifies the school if supplies are needed

In addition, a reminder to check supplies is on a checklist outside each room in the school. Supplies are immediately replaced if needed and signed off by the responsible staff person

11. Provide the School'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.

All faucets and water fountains were replaced with touchless spigots; soap dispensers were replaced with touchless dispensers.

Ventilation filters were replaced with Merv13 filters and changed quarterly

HVAC system is checked quarterly

UV Lights were installed in all the air handlers

Air and water quality tests are performed annually

Response to a Confirmed or Suspected COVID-19 Case

12. Describe the School'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.**

a.

Parents of students and staff members are required to submit Daily COVID-19 screening on the Magnus app. Essential visitors are screened at the entrance. A student, staff member, or essential visitor will be required to stay home, or will not be admitted, and must follow the applicable DC Health guidance for isolation or quarantine, if they:

- Have had a temperature of 100.4 degrees Fahrenheit or higher or any of the symptoms in the last 24 hours:
 - o Fever (subjective or 100.4 degrees Fahrenheit) or chills
 - o Cough o Congestion or runny nose
 - o Sore throat
 - o Shortness of breath or difficulty breathing
 - o Diarrhea
 - o Nausea or vomiting
 - o Fatigue
 - o Headache
 - o Muscle or body aches
 - o New loss of taste or smell
- Are confirmed to have COVID-19.
- Have been in close contact in the last 10 days with an individual confirmed to have COVID-19.9

b.

If a staff member or essential visitor develops any of the symptoms above during the school day:

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

If a student develops any of the symptoms above during the school day:

- o Immediately isolate the student from other students.

•The student should immediately put on a face mask or surgical mask, if not wearing already.

•School nurse will accompany the isolated student to the isolation area and supervise the student while awaiting pickup from the parent/guardian.

•The school nurse briefly responding to the sick student in the classroom, accompanying the student to the isolation area, and supervising the student in the isolation area will comply with PPE best practices: N95 mask, face shield or goggles, gown, and gloves.

o Additionally, we will:

♣ 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.

♣ Follow guidance for use of the isolation room below.

♣ Immediately perform all cleaning and disinfection protocols for any area and materials with which the student was in contact

Isolation Room: Isolation room is a well-ventilated space to isolate sick individuals until they are able to leave the school grounds. If safe and weather permitting, we 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. We will isolate only one sick individual in the isolation area at a time. The isolation area will be immediately cleaned and disinfected after the sick individual departs. Supervising staff will comply with the PPE best practices: N95 mask, face shield or goggles, gown, and gloves.

13. Provide the School'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.**

a.

Bernadette Gaskin, RN

Angela Sapp, RN

b.

The school will notify DC Health when:

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

The individual was on school grounds or participated in school activities during their infectious period. The infectious period starts two days before symptom onset date (or positive test date for people who do not have symptoms) and typically ends 10 days after symptom onset date (or positive test date for people who do not have symptoms). As soon as possible on the same day the case was reported to the school, the school will notify DC Health by submitting an online form on the DC Health COVID-19 Reporting Requirements website (dchealth.dc.gov/page/covid-19-reporting-requirements) under the section “Non-Healthcare Facility Establishment Reporting.” • Select “Non-Healthcare Facility COVID-19 Consult Form

c. 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 the specific symptoms are not due to COVID-19.

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

The school nurses will provide necessary information to the appropriate DC Health contact tracer in the event of a positive case of COVID-19.

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

Q15. Describe how the school will notify the school community, as appropriate, of the positive case and corresponding actions taken by the school.

The school has communication protocols in place that protect the privacy of individuals and alert families and staff to a COVID-19 case. DC Health will identify close contacts based on its case investigation. Communication will be completed per DC Health directive and will include:

- Notification to the entire school or the affected classroom(s) that there was a COVID-19 positive case, those impacted will be notified and told they must not attend school, and steps that will be taken (e.g., cleaning and disinfection);
- Education about COVID-19, including the signs and symptoms, available at coronavirus.dc.gov;
- Referral to the Guidance for Contacts of a Person Confirmed to have COVID-19, available at coronavirus.dc.gov/healthguidance; 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 COVID-19 individual came in close contact with others at school. DC Health will determine which individuals are close contacts who should be instructed to not attend school for at least 10 days, but the school does not need to wait to hear from DC Health before informing the school community of a known positive case. If the school identifies a student or staff member with COVID-19 who is in the building, the school will be prepared to dismiss the potentially exposed cohort(s) and they will not attend school until DC Health is able to complete the case investigation.

- The exposed cohort will remain in their classroom and follow routine procedures while they are waiting for their caregivers to pick them up.
- If the school is notified of a case who is not in the building, the affected cohort may remain until the end of the school day.

COVID-19 Testing and Vaccines

16. If applicable, describe the School's current or planned COVID-19 testing protocol for symptomatic and/or asymptomatic students and/or staff, including steps the School will take to encourage participation in the testing program. Please include the School's plan to ensure that results of such testing programs are reported to DC Health per DC Health's COVID-19 reporting requirements: dhealth.dc.gov/page/covid-19-reporting-requirements.

The school is currently testing all students and employees every two weeks. It's available on two days to make it more accessible. Symptomatic employees or students are sent home and counseled to speak to their doctor immediately.

All results of on site COVID19 testing are sent to the school nurses. Any positive cases are reported to the DC Health Department.

17. Provide the School'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.

Vaccines are not available at this time for our students in PreK through 3rd grade

Employees have been encouraged to get vaccinated and extra personal time has been made available to make this easier. Vaccinations are not mandatory.

Students with Disabilities

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

Students with disabilities are accomodated to encourage learning. If a student is disabled and can't attend school for COVID19 or other disability, then every effort will be made to accomodate the student. This includes remote learning until the student is able and released to return to school by the doctor.

Training, Technical Assistance, and Monitoring

19. Please provide the School'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.

20. Provide the School'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 School will respond if a given campus is not adhering to the plan.

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

The school plans to communicate key health and safety policies and procedures to students via the nurses and teachers at school. The communication is given in a community update for the staff and families via zoom and recorded for later viewing on our website. The health and safety protocols are sent prior to the opening of school by email communications to families. There is an orientation for staff two weeks prior to the opening of school

when all safety policies and procedures are explained. These instructions are also in writing in our supplemental COVID employee handbook. Visitors are stopped at the door by the security guard and Covid screening is done prior to entering. Masks must be worn and hand sanitizer used. Additional instructions are given at that time. All families and staff sign a covenant to agree to these health and safety protocols.