

SY 2021-22 LEA Health and Safety Plans

School Name: National Cathedral School
School Contact: Sue Bosland
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 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.**

The school will adhere to mask mandates for fully vaccinated individuals to the extent required by the Mayor's Order or applicable D.C. law and/or as recommended by the school's medical advisory team of infectious disease experts.

a. Lower school students in grades 4-6, at least until fully vaccinated, will be advised to wear a mask throughout the day, except when eating or drinking. Employees and families will be asked to provide masks that follow WHO recommendations for preventing the transmission of COVID-19. NCS will have extra 3-layer, disposable masks available for students, employees, and visitors in need. Face shields will also be available. Cloth masks should be laundered after one day of use, or if visibly soiled.

- b. If students, employees, and visitors are not vaccinated, they will be required to wear masks appropriately at all times. Masks must completely cover the nose and mouth, whether a person is inside or outside.

For physical education and athletics performed at a vigorous level, students will wear masks on the sidelines, in locker rooms, in huddles, and on school buses but will not be required during competition and vigorous activities. This recommendation was confirmed on a call with AISGW (who represents independent schools in the DC area), OSSE, and DC Health on May 26, 2021.

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 is unable or unwilling to wear a face mask, the school would engage in a collaborative effort with the child and family to encourage in-person learning and instruction. Remote learning is a possibility if the student meets the school's requirements. Employees are expected to follow the health and safety protocols put forth by the school. If an employee is unable or unwilling to wear a face mask or follow other health and safety protocols, these issues will be addressed with a supervisor. If an employee presents issues relating to mask wearing for medical reasons, the school will work with the employee to explore accommodations. If a visitor does not comply with the school's mask policy or health and safety protocols, they will be asked to leave the campus immediately.

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.

The school will incorporate the following strategies to support physical distancing:

- Providing multiple points of entry and egress while utilizing personnel to aid in transition.
- Classroom population will be limited to below 20 and all desks will face forward with 3 feet of distancing.
- Use of directional signs within our buildings to promote dedensification.
- For grades 4-6, the students will use a large tent to allow a physically distant lunch of 6 feet.
- Athletic and PE activity will be both inside and outside in small groups, promoting physical distancing when not engaged in sport-specific play.

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.

- The school is divided into cohorts by division (4-6 grades, 7-8 grades, and 9-12 grades).
- The school will incorporate accurate attendance in all locations to promote successful contact tracing if necessary.

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.

Community members will be instructed to sanitize hands prior to entering any building, classroom, or designated space on campus. Sanitizer will be located outside and inside each classroom and in the cafeteria, bathrooms, and common areas. Additional handwashing stations are located throughout the campus, both in hallways and outdoors. Students and employees will be instructed and reminded as necessary on proper hand sanitation and handwashing techniques as well as safe coughing and sneezing techniques. These instructions will be reiterated with signage on campus and promoted by the school nurse in various settings throughout the academic year.

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.

- Each bathroom is equipped with antibacterial hand soap dispensers and paper towels. Bathrooms are cleaned, sanitized, and monitored for replenishment continuously throughout the school day.
- Each classroom, office, and common area is equipped with hand sanitizer and disinfecting wipes.
- Disposable masks and gloves are available in each classroom for emergencies. Extra PPE is available in the Health Room.
- Additional handwashing and sanitizing stations are strategically placed throughout the buildings and in outdoor spaces.

- 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.**

Staff who clean are required to wear gloves in addition to a mask. The school has PPE (disposable masks, gowns, gloves, and face shields) available for the nurse, athletic trainer, and any community member when a medical examination is required or who wishes to use PPE.

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).**

The school employs a daytime facilities team dedicated to continuous cleaning and disinfection throughout the school day. Our team does a deep and thorough clean each night of all areas used daily.

The daily cleaning team focuses on bathrooms, lunch seating, and areas that are high-traffic and high-touch. Students and teachers have adequate disinfecting wipes in the classrooms and are asked to clean desks and chairs each day or when changing rooms. All employees have ample access to disinfecting wipes and are encouraged to routinely clean work areas.

- 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.**

1.)

- Two areas on the campus are reserved for adults or students experiencing any symptoms of illness during the day.
 - The designated isolation spaces will be routinely cleaned and disinfected throughout the day and each evening to help prevent the spread of illness.
 - The school cleans and disinfects every room and area on campus each night regardless of COVID-19 related symptoms.
- These two spaces have their own ventilation systems and access to the outside without moving through long hallways.
- Parents will be required to pick up any student exhibiting illness symptoms. Employees exhibiting illness symptoms will also be required to leave school immediately. All students and employees exhibiting symptoms of illness are required to remain home for 10 days from the onset of symptoms; or they may be evaluated by a healthcare provider for clearance to return to campus. The healthcare provider must write a note explaining the individual's medical diagnosis and when it is safe for them to return to campus. No individual may return to school until the symptoms are improving and they have been fever-free for 24 hours, without the use of antipyretic medication.

2)

- If it has been 24 hours or less since the sick person was in school, the school will close the area and clean and disinfect where the person had been while symptomatic.
- If it has been more than 24 hours, but less than 3 days, the school will clean any areas where the person had been.
- If it has been more than 3 days, the school will clean each area every day.

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

Staff assigned to cleaning and disinfection duties are required to wear disposable gloves in addition to a face mask. The school will provide all necessary cleaning supplies.

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.

Air handlers and True HEPA air purifiers remain on throughout the day to keep air turning over 6 times per hour. New MERV 13 filters have been installed, UV lights are used on the air handlers for the building, and the system is flushed with outside air each morning prior to student/faculty/staff arrival and every evening following student/faculty/staff departure.

Water systems will be flushed and maintained.

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.**

The school's illness protocol is that no student or employees should come to campus if they are experiencing any symptoms of illness. Students and employees are also required to remain home and notify the school nurse if they have been identified as a close contact of an individual diagnosed positive with COVID-19 (per CDC definition of 15 minutes or more within six feet of a person with COVID-19 over a period of 24 hours).

Students and employees are instructed to remain home and contact the school nurse and healthcare provider for guidance. If a student is exhibiting symptoms of illness at school, a parent or guardian will be required to pick the student up immediately. The student will remain in the isolation space until the parent or guardian arrives. Employees exhibiting illness symptoms will also be required to leave school immediately. All students and employees exhibiting symptoms of illness are required to remain home for 10 days from the onset of symptoms; or they may be evaluated by a healthcare provider for clearance to return to campus. The healthcare provider must

write a note explaining the individual's medical diagnosis and when it is safe for them to return to campus. No individual may return to school until the symptoms are improving and they have been fever-free for 24 hours, without the use of antipyretic medication.

After contact tracing, the school will dismiss individuals or groups that fulfill the definition of a close contact (per CDC definition of 15 minutes or more within six feet of a person with COVID-19 over a period of 24 hours)

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.**

The school nurse is the POC for COVID-19 reporting of symptoms, exposures, or positive cases.

The school nurse will use the **Non-Healthcare Facility COVID-19 Consult Form** on the DC Department of Health website to report COVID-19 cases. The school nurse will complete the form the same day the school is notified of the positive case of COVID-19.

In order to return to campus, students and employees that present with specific COVID-19-like symptoms are permitted to return to campus provided that they have a note from a healthcare provider, explaining that the symptoms are unrelated to COVID-19 and that they are safe to return to school.

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 and other designated contact tracers from the school will implement a preliminary contact-training plan and initiate isolations, quarantines, etc. from their interviewing prior to any contact from DC DOH. The process is (a) conduct an immediate telephone interview with individual and family to identify any potential close contacts (b) interview potential close contacts for any possible additional contact not previously identified (c) check individual's schedule on campus to determine all locations and activities (d) consult school administration with information from the case (e) consult with school's advising epidemiologist. The school nurse then makes a detailed report to DC Health and awaits a collaborative follow up for further actions/steps.

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

corresponding actions taken by the School.

The communications department will share a message to members of the community notifying of a positive case and any actions related to the incident. The school safeguards and protects personal information in compliance with HIPAA (Health Insurance Portability and Accountability Act). The school nurse or member of the contact tracing team makes direct contact with any individual affected by COVID-19, or anyone considered to be a close contact.

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: dchealth.dc.gov/page/covid-19-reporting-requirements.

During the 2020-2021 school year, the school implemented mandatory surveillance testing for all community members every 14 days. The testing required was a PCR test. The school tested on campus during the week and accepted PCR tests from outside vendors. For individuals involved in interscholastic athletics, the school required a weekly test. The lab shared the results with DC DOH.

The school also used COVID-19 testing to allow the safe return of students and employees who had symptoms consistent with COVID-19. Per the school's protocols, individuals were required to remain off campus for 10 days from the onset of symptoms or provide a physician's note that the symptoms were related to another diagnosis other than Covid 19.

For the 2021-2022 school year, the school will most likely test unvaccinated students and personnel. The athletic league is waiting on the protocols for testing during the athletic seasons.

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.

The school encouraged members of the community to take advantage of the early vaccination opportunity afforded by OSSE and the Mayor's office during the 2020-2021 school year. For individuals with questions or concerns, the school could provide an educational webinar related to the vaccines. Most recently, the school implemented a vaccination requirement for the 2021-2022 school year for individuals of eligible age who do not have underlying medical conditions relating to vaccination and do not have legitimate religious objections.

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.

The school will offer remote learning as an option for the 2021-2022 school year for students needing medical accommodations; a student's remote experience will be comparable to the in-person experience.

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.**

- a. All faculty and staff will receive training on health and safety protocols.
- b. The topics addressed will be handwashing, appropriate physical distancing, classroom distancing, lunch protocol, COVID-19 symptoms, cleaning, disinfections, and sanitation protocols, symptom screening, mask compliance, and how to seek support for health and safety concerns.
- c. The training will be performed at the start of the school year in personnel meetings by department and/or division.

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.

The school's health and safety plan will be implemented by The Head of School, Divisional heads, other members of the administrative team and the school nurse. The HOS designees will be responsible for ensuring compliance across the campus. If the plan is not being followed, the appropriate personnel will address the individual.

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

The school's communication office will provide information to the community using appropriate methods (e.g., targeted email, regular newsletters). The divisional directors and supervisors will also share and reiterate the policies and procedures where applicable.