

SY 2021-22 LEA Health and Safety Plans

School Name: Sidwell Friends School

School Contact: Bryan Garman

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.

All students, employees, and visitors will be required to wear face coverings while on campus, indoors and outdoors, regardless of vaccination status until guidance from DC DOH and OSSE changes, except when eating and drinking. Students and employees will be allowed to remove masks when alone in an enclosed room that no one else is permitted to enter, while swimming, when giving a speech provided that others are not within 6 feet of the speaker, and when speaking to a person with a hearing impairment (must maintain 6 feet of distancing). Masks will be worn on the school bus and during physical education, except when it is warmer than 80 degrees Fahrenheit (in accordance with [MCPS Athletics Return to Raise Strategic Plan](#) utilizing the MCPS [heat/temperature guidelines](#) to decrease safety risk with high heat. All students and employees will receive training on proper masking, and mask compliance will be enforced by teachers and staff. Students and employees will be directed to bring multiple masks to campus in case of damage or soiling. Extra masks will be available on campus should a student, employee, or visitor need a replacement mask. Noncompliant visitors will be escorted off the campus. Parents/guardians will sign an agreement acknowledging the School's safety regulations outlined in the School's *Community Handbook*, including mask wearing. Willfully noncompliant students may face disciplinary action. Parents/guardians and visitors will be given the option to engage in a virtual meeting if they are unable to comply with the School's mask mandate. Students with identified hearing or visual impairments who require clear speech or lipreading will be provided with clear masks. Their teachers will also be provided with clear masks. Language teachers and their students will also be provided with clear masks to improve instruction. Masks left at school will be stored in individually labeled paper bags. Mask breaks will be allowed for individuals who are having difficulty wearing a mask throughout the day and physical distance will be maintained.

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.

Noncompliant visitors will be escorted off the campus. Parents/guardians will sign an agreement acknowledging the School's safety regulations outlined in the School's *Community Handbook*, including mask wearing. Willfully noncompliant students may face disciplinary action. Parents/guardians and visitors will be given the option to engage in a virtual meeting if they are unable to comply with the School's mask mandate.

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.

Student desks will be placed three feet apart in each classroom. Visual cues (stickers and signs) will be placed around the campus, indoors and outside, in common spaces and classrooms, to remind students to keep their distance. Hallways, stairwells, and doorways have been divided for one-way and/or single-lane traffic. Staggered arrival and dismissal times will be used to reduce a bottleneck in foot traffic. Multiple points of ingress and egress will be used to minimize crowding when entering and leaving the buildings. Students and employees will be trained on proper distancing, and faculty/staff will monitor and ensure compliance.

- Students in grades 4, 5, and 6 will remain in classroom cohorts for most of the day. Students in grades 7 through 12 will move through their individual academic schedules. Distancing and masking will be used to minimize exposure.
- Physical distancing will be maintained during physical education and while participating in sports when unmasked in high heat.
- Students traveling by bus transportation provided by the school will be physically distanced by seating students by household and seating one per seat and opening windows to improve ventilation.
- Plexiglass dividers will be used in areas where physical distancing may be more difficult to maintain (e.g. reception areas, main offices, health offices).
- Limited seating will be available in the cafeteria, with students seated 6 feet apart. The majority of students will eat lunch in their classrooms or outside. The cafeteria will be cleaned between groups.
- Outdoor spaces will be utilized as much as possible as weather permits while maintaining physical distance.
- Classes such as chorus, theater, and instrumental music will use outdoor spaces as weather permits with physical distance between each student and teacher. When indoors, students and teachers will utilize protective equipment including masking, bell covers for instruments to decrease droplet transmission, and open windows.
- Virtual experiences will replace some in-person activities and events to decrease viral transmission including field trips, assemblies, and school-wide parent meetings.
- Non-essential visitors to campus will be minimized.

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.

Student desks will be placed three feet apart in each classroom. Visual cues (stickers and signs) will be placed around the campus, indoors and outside, in common spaces and classrooms, to remind students to keep their distance. Hallways, stairwells, and doorways have been divided for one-way and/or single-lane traffic. Staggered arrival and dismissal times will be used to reduce a bottleneck in foot traffic. Multiple points of ingress and egress will be used to minimize crowding when entering and leaving the buildings. Students and employees will be trained on proper distancing, and faculty/staff will monitor and ensure compliance.

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- Students traveling by bus transportation provided by the school will be physically distanced by seating students by household and seating one per seat and opening windows to improve ventilation.
- Plexiglass dividers will be used in areas where physical distancing may be more difficult to maintain (e.g. reception areas, main offices, health offices).
- Limited seating will be available in the cafeteria, with students seated 6 feet apart. The majority of students will eat lunch in their classrooms or outside. The cafeteria will be cleaned between groups.
- Outdoor spaces will be utilized as much as possible as weather permits while maintaining physical distance.
- Classes such as chorus, theater, and instrumental music will use outdoor spaces as weather permits with physical distance between each student and teacher. When indoors, students and teachers will utilize protective equipment including masking, bell covers for instruments to decrease droplet transmission, and open windows.
- Virtual experiences will replace some in-person activities and events to decrease viral transmission including field trips, assemblies, and school-wide parent meetings.
- Non-essential visitors to campus will be minimized.

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.

Students and employees will be trained on proper respiratory etiquette (e.g. covering cough/sneeze, sneezing into elbow) and handwashing techniques including washing with soap and water for at least 20 seconds or if soap is unavailable, hands are cleaned with 60 percent alcohol-based hand sanitizer and respiratory etiquette. Signage will be placed throughout the campus to provide visual reminders including hallways, classrooms, bathrooms, and cafeteria. Extra handwashing stations have been placed throughout the hallways to supplement classroom sinks and bathrooms. Hand sanitizer is available in every classroom, office, and in common areas throughout the school. Supplies (soap, hand sanitizer, paper towels) are replenished throughout the day, every day. Students and employees will be instructed to wash their hands throughout the day, including before and after meals, after restroom use, and after sneezing or coughing.

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.

Extra handwashing stations have been placed throughout the hallways to supplement classroom sinks and bathrooms. Hand sanitizer is available in every classroom, office, and in common areas throughout the school. Supplies (soap, hand sanitizer, paper towels) are replenished throughout the day, every day. Students and employees will be instructed to wash their hands throughout the day, including before and after meals, after restroom use, and after sneezing or coughing.

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.

Students and employees will have access to disposable face masks including surgical N95 and KN95 masks, gloves, gowns, and face shields. PPE is acquired by Health Services in collaboration with the contracted cleaning company at the beginning of the school year and throughout the school year as inventory is depleted. Each employee will be provided with a week's supply of these protective items at the beginning of the school year that can be replenished at any time during the school year from the Health Services office. Each classroom is provided with a box of gloves, hand sanitizer, and disposable face masks for employee and student use to replace damaged or soiled masks. Each office is also provided with hand sanitizer. All items are replenished by a Health Services team member or the contracted cleaning company when inventory is depleted. Students and employees will be trained in the proper use, storage and disposal of protective equipment at the beginning of the school year and periodically throughout the school year. Written employee health and safety protocols will be shared via a slide deck that is accessible via the School's Google Drive. All updates to the health and safety protocols will be shared with the community and updated in the slide deck.

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).**

All rooms (classrooms, offices, common areas, etc.) in each of the buildings will be cleaned throughout the day on a daily basis and undergo thorough cleaning each evening. All high-touch surfaces, including door handles, stair rails, faucet handles, phones, light switches, etc., will be cleaned and disinfected throughout the day each day. All students and employees will use their own writing implements and laptops. Shared items will be limited and routinely cleansed and disinfected with EPA approved cleaners and disinfectants between uses. Outdoor areas will be cleaned routinely with soap and water as per the CDC guidelines. Targeted use of disinfectants will be used on outdoor hard high touch surfaces and objects made of plastic or metal (i.e. handrails, benches, playground). Cleaning staff will wear gloves while cleaning and disinfecting surfaces, and ample cleaning supplies will be ordered in advance.

Bathrooms are cleaned throughout the day on a daily basis, followed by intensive cleaning at the end of the day. Soap dispensers are refilled throughout the day. Additional handwashing stations have been added throughout the campus to supplement the sinks in the classrooms and restrooms. Hand sanitizer dispensers have been placed throughout the campus, and these dispensers are checked and refilled daily. Paper products, soap for the bathrooms, and cleaning supplies are ordered every two weeks.

- 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.**

Cleaning Protocols for Suspected or Confirmed COVID-19 Case

In accordance with [DC Health's Guidance on Cleaning and Disinfection for Community Facilities with Suspected or Confirmed COVID-19](#), the following protocols including disinfection will be enacted when a student, staff member, or visitor becomes ill with COVID-like symptoms or tests positive for COVID-19:

- If a student, staff member, or visitor develops symptoms of or tests positive for COVID-19 during the school day or within 24 hours of being in the building, the School will clean and disinfect the area(s) where they have been.
 - The School will close areas where the sick individual has been.
 - If a COVID-19 case is confirmed during the day AND the COVID-19 positive individual is in the facility, then the exposed close contacts will be dismissed and the room vacated as soon as possible.
 - The close contacts may remain in the room until the end of the day in the following circumstances:
 - If the sick individual has symptoms but is not confirmed to have COVID-19; or
 - If a COVID-19 case is confirmed and the COVID-19 positive individual has not been in the facility that day.
 - Staff supporting, accompanying, or cleaning up after a sick student or staff member are required to wear appropriate PPE (which may include face mask, face shield, gown and gloves) and dispose of it properly after its use.
 - Once the room is vacated, the school will wait at least 24 hours before entering the room to clean and disinfect. The School will deep clean and disinfect the full classroom or office and any other spaces or equipment in which the ill individual was in contact. This includes the isolation room after use by an ill student or staff member.
 - During cleaning and disinfection, the School will increase air circulation to the area (e.g., open doors, open windows, use fans, or adjust HVAC settings).
 - Staff will wear a face mask and gloves for all steps of the cleaning and disinfection process.
 - If a student, staff member, or visitor develops symptoms 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 will clean any areas where the individual has been.
 - If a student, staff member, or visitor develops symptoms 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 beyond the daily cleaning protocols are necessary, and the School will follow routine cleaning and disinfection procedures.

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

Cleaning staff will wear gloves while cleaning and disinfecting surfaces, and ample cleaning supplies will be ordered in advance.

Bathrooms are cleaned throughout the day on a daily basis, followed by intensive cleaning at the end of the day. Soap dispensers are refilled throughout the day. Additional handwashing stations have been added throughout the campus to supplement the sinks in the classrooms and restrooms. Hand sanitizer dispensers have been placed throughout the campus, and these dispensers are checked and refilled daily. Paper products, soap for the bathrooms, and cleaning supplies are ordered every two weeks.

- 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.**

HVAC System Maintenance and Air Purifiers

The School's HVAC system underwent a thorough evaluation in the summer of 2020, and repairs and upgrades were made to the system, including the addition of Needlepoint Bipolar Ionization (NPBI), a technology that deploys bipolar ionization to improve indoor air quality. NPBI reduces or eliminates airborne pathogens, such as viruses, mold, bacteria, and gases, without emitting harmful ozone. The technology involves installing a modular unit into a building's HVAC system and distributing positive and negative ions to decontaminate the space via the air supplier. Air purifiers with HEPA filters and UV Light filters have been placed in each classroom and office spaces. The maintenance department, which includes two onsite HVAC engineers, maintains all building systems throughout the year, including changing filters and belts, following the replacement schedule of the parts.

Water Fountains and Sinks

Following every break (summer break, spring break, winter break) when the campus has been closed, the School's maintenance team initiates a plumbing fixture flushing program: all plumbing fixtures are flushed in each and every building prior to the return of students to ensure that the water is safe for consumption and use against possible exposure to lead, copper, and Legionella bacteria. The maintenance team monitors the plumbing fixtures on an ongoing and constant basis to ensure the fixtures are functioning properly and safely. Water fountains have been closed and replaced with water bottle filling stations.

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.**

Daily Health Screening

The School will use Ruvna daily health screening for all unvaccinated individuals, including students, staff, faculty, and visitors prior to their arrival on campus. Health Screening questions are listed below. Any person who meets the criteria for exclusion will not be admitted to campus. Faculty and staff who meet the criteria for exclusion will be required to work remotely. Students who meet the criteria for exclusion will be required to learn remotely using both synchronous and asynchronous learning approaches. Students with preexisting medical conditions that present with specific COVID-19 like symptoms will not be excluded from school as long as a healthcare provider provides written documentation that those specific symptoms are determined not to be COVID-19.

Daily Health Screening Questions for Unvaccinated Individuals:

1. In the last 24 hours, have you had any of the following symptoms? Fever, sore throat, cough, difficulty breathing, diarrhea or vomiting, new onset of severe headache (especially with fever) or new loss of taste or smell. For persons with chronic conditions such as asthma, the symptoms should change from baseline.
2. Are you currently awaiting test results for a COVID-19 test that was conducted outside of routine surveillance testing required by the School?
3. In the last 10 days, have you been diagnosed with COVID-19 or been instructed by any health care provider or the health department to isolate or quarantine?
4. In the last 10 days did you have close contact (within 6 feet for a total of 15 minutes or more in a 24 hour period) with anyone diagnosed with COVID-19 or suspected of having COVID-19?
5. Have you traveled outside of the DMV in the last 10 days?

Exclusion Criteria

A student, staff member or visitor will be required to stay home and will not be permitted on campus and must follow DC Health guidance for isolation and quarantine if they exhibit any of the signs and symptoms above or answer yes to the screening questions above.

An individual who tests positive for COVID-19 in the last 90 days or is fully vaccinated will be allowed on campus while awaiting COVID-19 test results after close contact with someone with confirmed COVID-19 as long as they do not have any symptoms consistent with COVID-19.

An individual who has tested positive for COVID-19 in the last 90 days or is fully vaccinated against COVID-19 will be allowed on campus immediately after domestic or international travel as long as they do not have any symptoms consistent with COVID-19. It will be recommended that they test for COVID-19 3-5 days after international travel.

Dismissal Criteria and Protocols

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

- For students, the school will:
 - Immediately isolate the student from other students.
 - The student will immediately put on a face mask or surgical mask, if not wearing it already.
 - The isolated student will be brought to the isolation area and supervise the student while awaiting pickup from the parent/guardian.
 - The health services staff members responding to the sick student in the classroom, accompanying the student to the isolation area, and supervising the student in the isolation area are required to comply with PPE best practices including mask wearing, face shield, gowns or gloves.
 - The school will:
 - Notify the student's parent/guardian of the symptoms and require the student to be picked up as soon as possible and instruct them to seek healthcare provider guidance.
 - Follow guidance for use of the isolation room as outlined below.
 - Immediately follow all cleaning and disinfection protocols for any area and materials with which the student was in contact, as outlined in the section "Cleaning Protocols for Suspected or Confirmed COVID-19 Case."
- For staff and visitors, the School will:
 - Send the staff member or visitor home immediately or instruct them to isolate until they are able to go home.
 - Instruct the staff member or visitor to seek healthcare provider guidance.
 - Follow cleaning and disinfecting procedures for any area, materials, and equipment with which the staff member was in contact.

Isolation Area

The School will set aside several well-ventilated spaces to isolate sick individuals until they are able to leave the campus. The space will be an isolated room within the health services office suite that is not passed or used by other students or staff. The sick individual will be under appropriate supervision by a health services team member. 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. The School 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 is dismissed home. Supervising staff will comply with the PPE best practices including wearing a face mask, face shield, 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.**

COVID-19 Exposure Response Plan and Criteria for Return

The School will use the following COVID-19 exposure response plan and return-to-campus criteria for a student or staff member with COVID-19 symptoms, a close contact of someone with COVID-like symptoms, an individual with positive COVID-19 test results, an individual with negative COVID-19 test results, and an individual who is a close contact with a confirmed COVID-19 case. Leave policies for staff will be flexible and non-punitive to allow sick employees to stay home.

Students and staff with preexisting medical conditions that present with specific COVID-19 like symptoms will not be excluded from school as long as a healthcare provider provides written documentation that those specific symptoms are determined not to be COVID-19.

Note: A close contact is someone who was within 6 feet of a person who tested positive for COVID-19 for at least 15 minutes over a 24-hour period during that person's infectious period. The infectious period starts two days before the date of symptom onset (or the positive test date for people who do not have symptoms) and typically ends 10 days after symptom onset date (or the positive test date for people who do not have symptoms).

The Director of Health Services or its delegate from the Health Services Team is responsible for notifying the DC Health Department with any known case of COVID-19. The Health Services Team consists of the Director of Health Services, Healthcare Coordinators, Pandemic Support Nurse and Health Office Coordinator/Athletic Trainer. The Director of Health Services is the point of contact (POC) to whom families, staff, contractors and vendors are directed to report a positive case of COVID-19 and who is responsible for reporting positive cases of COVID-19 to DC Health.

The School will notify DC Health on the same day when:

- The School is notified that a staff member (including contractors), volunteer, or visitor tested positive for COVID-19 (not before results come back) OR
- The School is notified that a student tested positive for COVID-19 (not before results come back) AND the person was in the building or participated in school activities during their infectious period.

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 .

- Submit a Non-Healthcare Facility COVID-19 Consult Form.
- DC Health will be notified on the same day the case was reported to the School.

1. A student or staff member who develops COVID-19 symptoms (e.g. fever, cough, loss of

taste or smell) will be required to:

- Stay home and consult their healthcare provider and follow instructions from their healthcare provider regarding COVID-19 testing and isolation.
 - If they receive a negative test result, they must:
 - Notify Health Services and follow instructions on when to return to School (at least 24 hours after symptoms resolve).
 - Follow up with their healthcare provider and consider retesting for COVID-19 if symptoms do not resolve (Department of Health recommendation).
 - Provide Sidwell Friends School Health Services with their healthcare provider's documentation, which must include information about a preexisting condition that may have caused the symptoms or documentation of a different diagnosis, such as influenza, strep throat, etc.
 - If they receive a positive test result, the individual must:
 - Stay home and consult their healthcare provider.
 - Remain in isolation until at least 24 hours after fever resolves and respiratory symptoms improve AND at least 10 days from symptom onset, whichever occurs later, or 10 days from positive test date if asymptomatic.
 - Email Health Services at healthservices@sidwell.edu immediately if they receive a positive test result.
 - If they do not undergo COVID-19 testing, the individual must:
 - Provide Sidwell Friends School Health Services with their healthcare provider's documentation, which must include information about a preexisting condition that may have caused the symptoms or documentation of a different diagnosis, such as influenza, strep throat, etc.
 - If they are unable to provide documentation from their healthcare provider, they must remain in isolation until at least 24 hours after fever resolves and respiratory symptoms improve AND at least 10 days from symptom onset, whichever occurs later.
 - The School will notify local public health departments and will follow all instructions, which include:
 - Identifying and notifying close contacts and others who have possibly been exposed (e.g., those in a cohort).
 - Disinfecting and cleaning relevant classrooms and shared spaces.
 - Notifying the community of confirmed positive cases by updating the Sidwell Friends Testing Dashboard.
2. An unvaccinated or partially vaccinated student or staff member who comes in close contact with someone with COVID-19-like symptoms must:
- Quarantine from the date of last exposure even if they are asymptomatic.
 - If they have no symptoms and the test result of the person they were in contact with is negative, Health Services will notify them when they may return to school.
 - If they develop symptoms, even if the person they were in contact with tested negative, the individual must:
 - Follow up with their healthcare provider and consider undergoing testing for COVID-19 if symptoms continue (Department of Health recommendation).

- Notify Sidwell Friends School Health Services and follow instructions on when to return to School (at 24 hours after symptoms resolve).
- Provide Sidwell Friends School Health Services with their healthcare provider's documentation, which must include information about a preexisting condition that may have caused the symptoms or documentation of a different diagnosis, such as influenza, strep throat, etc.
- The School will continue to monitor and advise

3. A student or staff member who tests positive for COVID-19 must:

- Stay home, consult their healthcare provider, remain in isolation until at least 24 hours after fever resolves and respiratory symptoms improve AND at least 10 days from symptom onset, whichever occurs later, or 10 days from positive test date if asymptomatic.
- Notify Sidwell Friends School Health Services at healthservices@sidwell.edu immediately.
- The School will notify local public health departments and will follow all Department of Health instructions, which includes:
 - Identifying and notifying close contacts and others who have possibly been exposed (e.g., those in a cohort).
 - Disinfecting and cleaning relevant classrooms and shared spaces.
 - Notifying the community of confirmed positive cases by updating the Sidwell Friends Testing Dashboard.

4. An unvaccinated or partially vaccinated student or staff member who comes in close contact with a confirmed COVID-19 case must:

- Stay home and consult their healthcare provider and follow instructions from the healthcare provider regarding COVID-19 testing.
- Notify Sidwell Friends Health Services immediately.
- The student or staff member must honor all quarantine instructions from health department officials, even if their personal healthcare provider indicates they do not need to quarantine.
- If they receive a negative test result:
 - Quarantine for 10 days from the last exposure; testing negative for COVID-19 will not shorten the 10-day quarantine, which is mandatory regardless of test results.
 - Notify Health Services and follow instructions on when to return to School (24 hours after symptoms resolve).
 - Report COVID-like symptoms to their healthcare provider and consider retesting for COVID-19 (Department of Health recommendation).
 - Provide SFS Health Services with their healthcare provider's documentation, which must include information about a preexisting condition that may have caused the symptoms or documentation of a different diagnosis, such as influenza, strep throat, etc.
 - Monitor their temperature and symptoms closely.
- If they receive a positive test result:
 - Stay home and consult their healthcare provider.
 - Remain in isolation until at least 24 hours after fever resolves and respiratory symptoms improve AND at least 10 days from symptom onset, whichever occurs later, or 10 days

- from positive test date if asymptomatic.
 - Email Health Services at healthservices@sidwell.edu immediately if they receive a positive result.
 - The School will follow all local public health department instructions, which include:
 - Identifying and notifying close contacts and others who have possibly been exposed (e.g., those in a cohort).
 - Asking close contacts and possibly others to quarantine until test results from a suspected case have been received.
 - Assessing if a longer quarantine is needed.
 - Notifying the community of confirmed positive cases by updating the Sidwell Friends Testing Dashboard.
5. A symptomatic unvaccinated or partially vaccinated student or staff member who tests negative for COVID-19 (including after symptoms have resolved) must:
- Notify Sidwell Friends Health Services and follow instructions on when to return to School 24 hours after symptoms resolve.
 - Follow up with their healthcare provider and consider retesting for COVID-19 if symptoms do not improve (Department of Health recommendation).
 - Provide Sidwell Friends Health Services with their healthcare provider's documentation, which must include information about a preexisting condition that may have caused the symptoms or documentation of a different diagnosis, such as influenza, strep throat, etc.
 - The School will continue to monitor and advise.

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

DC Health COVID-19 Reporting Requirements

The School will notify DC Health when:

- The School is notified that a staff member (including contractors), volunteer, or visitor tested positive for COVID-19 (not before results come back) OR
- The School is notified that a student tested positive for COVID-19 (not before results come back) AND the person was in the building or participated in school activities during their infectious period.

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 .

- Submit a Non-Healthcare Facility COVID-19 Consult Form.
- DC Health will be notified on the same day the case was reported to the School or as soon as possible after the School was notified.

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

COVID-19 Positive Case Communication Plan

After a positive COVID-19 case is identified in our School community, the Health Services Team will protect the privacy of individuals. A communication will be sent to families and employees identifying only the division and grade of the student or employee and dates of infectivity. Information that would identify the infected person will be protected and confidential. The School maintains a testing dashboard, which includes the total number of COVID-19 tests administered, the number of tests administered in the past 14 days, and the number of positive cases in the last 14 days. The 14-day student positivity rate is also broken down by age group (grades PK-3; 4-6; 7-8; 9-12). Access to the testing dashboard is password protected and available to all School community members (students, parents/guardians, employees).

The school will communicate the process of how the School responds to a possible COVID case on the school's website. Communication will be completed per DC Health directive and may include:

- Notification to the school community and/or the affected classroom or office that there was a COVID-19 positive case
- Those impacted will be notified and informed that they must not come to campus, and will be informed of the steps that will be taken (e.g. cleaning and disinfecting)
- Education about COVID-19 including signs and symptoms
- Referral to their healthcare provider and DC Health Guidance
- Information on options for COVID-19 testing in the DMV area

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.

Monthly surveillance testing will be required for asymptomatic unvaccinated and partially vaccinated students and staff when the School and/or DC is experiencing low community spread. Positive results from testing will be reported to DC Health when:

- The School is notified that a staff member (including contractors), volunteer, or visitor tested positive for COVID-19 (not before results come back) OR
- The School is notified that a student tested positive for COVID-19 (not before results come back) AND the person was in the building or participated in school activities during their infectious period.

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 .

- Submit a Non-Healthcare Facility COVID-19 Consult Form.
- DC Health will be notified on the same day the case was reported to the School or as soon as possible after the School was notified.

Frequency of surveillance testing may increase when the School and/or DC is experiencing moderate to substantial community spread. Combined with prevention measures, including mask use and physical distancing it will be an effective tool at reducing the risk of viral transmission in school.

Surveillance testing for unvaccinated or partially vaccinated athletes and coaches will facilitate safer participation. Strategies may include:

- Testing for unvaccinated or partially vaccinated athletes, coaches, athletic trainers, and health services staff
- Testing before games or athletic events
- Weekly testing for unvaccinated athletes and coaches in high contact sports

Surveillance testing would not be recommended for fully vaccinated students and staff who do not have any symptoms suggestive of COVID-19.

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 will actively encourage all community members to get vaccinated. The School's Medical Advisory Team and the Health Services Team will educate community members on the importance of getting vaccinated through written communication, recorded videos, and virtual meetings. In spring 2021, the School offered a vaccination clinic in partnership with Safeway Pharmacies. The School will continue to offer vaccination on campus in partnership with third party vendors when possible.

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.

Sidwell Friends will ensure that students with disabilities will receive all necessary accommodations and support in order to attend School safely and adhere to safety protocols. Students with hearing

impairments who rely on lip reading will be given clear masks. Their teachers will also be given clear masks. Teachers will also be given voice amplifiers to make their voices more audible. Wheelchair accessible sinks and bathrooms will be available to students.

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.**

All employees and all students will be trained on all of the School's safety protocols and receive any needed technical assistance by our Health Services Team. Training will be delivered using several different methods, including pre-recorded videos, synchronous Zoom presentations, in-person training sessions, and slide decks with safety information. Topics covered in the training include but not limited to:

- How to wear a face mask properly
- How to wash hands and practice good hand hygiene
- Maintaining proper distancing
- Respiratory etiquette
- Safety during meal times
- Responding to a suspected positive case of COVID-19

The School contracts with a licensed cleaning company who will train their cleaning staff on proper cleaning and disinfecting strategies. The cleaning company's cleaning and disinfecting plan will be shared with the school.

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 Director of Health Services will work in partnership with the Assistant Head of School for Academic Affairs to ensure that the School's safety plan is implemented properly and will closely monitor the community to ensure that safety policies are being followed. Members of the Health Services Team and school administrators will monitor the community to ensure that safety protocols are being followed. Any breach in the safety plan will be addressed immediately. Employees and students will receive additional training if there is a lapse in the execution of the safety plan. Willful noncompliance of the safety plan will be addressed as a disciplinary matter.

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

The Sidwell Friends Health Services Team will communicate health and safety policies and procedures to students, families, employees, and visitors using the following approaches:

- Dedicated webpage with health and safety updates, including announcing test positivity rate in the school community
- Email communication to School community to report positive cases
- Weekly section in the Sidwell Friends Quaker Notes e-newsletter, which is sent to all families and employees
- Regular email updates on changes to health and safety policies
- Safety training videos
- Virtual meetings with students, parents, and employees, including presentation of updates and Q&A (sign language interpreter available for the hearing impaired)
- Signage around the campus with safety reminders