

Washington Global Public Charter School

Operations Reopening Plan

School Year 2021-2022

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Washington Global PCS- Health and Safety Plan, SY 21-22

Q1. Provide the LEA's plan to comply with the requirements that:

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.

To ensure all students, staff, and visitors, including those who are fully vaccinated, wear a non-medical face covering or mask while on school grounds, buses, and at school-related activities, the School has developed the following policy for all individuals, which adheres to OSSE's and DC Health's COVID-19 Recovery Policies:

All staff and essential visitors (including contractors), including those who are fully vaccinated, must wear a proper face mask at all times while on school grounds, on public transportation, and while participating in any school-related activities.

A face mask may be a non-medical (cloth) face covering, and should be two to three layers of tightly woven fabric, cover the nose and mouth, and fit snugly against the sides of the face. Masks that have valves, bandanas, and/or neck gaiters are not permitted to be worn at Washington Global.

Additionally, students, including those who are fully vaccinated, must also wear face masks while on school grounds, on school buses, on public transportation, and while participating in any school-related activities, except in the event of a medical or developmental contraindication. Most students, including those with disabilities, are able to wear face masks. In the event of transport vehicles being used, OSSE drivers must wear face masks and practice all safety actions and protocols as indicated for the School community.

Instances when face masks should not be worn at Washington Global:

- By children younger than 2 years of age;
- By anyone who is unconscious, incapacitated, or otherwise unable to remove the mask without assistance; and
- When engaged in activities in which there is a risk of burn or injury from the use of a face covering—such as chemistry labs with an open flame.

Additional times when face masks do not need to be worn at Washington Global:

- When actively drinking or eating a meal;
- When in an enclosed office that no one else is permitted to enter;
- When giving a speech for broadcast or an audience, provided no one is within 6 feet of the speaker;
- When speaking to, or translating for, a deaf or hard-of-hearing person; and
- When required to use equipment for a job that precludes the wearing of a mask and the person is wearing or using that equipment.

The School has implemented additional protocols to support the safe use of clean face masks, which include:

- Having staff and students who wear face masks to bring multiple clean masks each day, when feasible.
- Having extra face masks available at the School to staff, students, and essential visitors in the event they forget or soil their face mask.
- Reminding staff and students to exercise caution when removing the mask, always store it out of reach of other students, and wash hands immediately after removing. Students, staff, and essential visitors will be reminded to be careful not to touch eyes, nose, or mouth while removing their mask.
- Reminding staff and students who wear face masks to carefully fold their face mask when temporarily engaging in any of the aforementioned activities that require masks to be taken off. The folded face mask can be stored in a plastic bag if it is wet or dirty or in a paper bag if it is not wet or dirty.
- Storing face masks in a space designated for each student that is separate from others, when not being worn. They can also be placed next to the student on a napkin or directly on the desk/table if the surface is cleaned afterward.
- Clearly identifying student's face masks with their names or initials to avoid confusion or swapping. Students' face masks may also be labeled to indicate top/bottom and front/back.
- Having students, teachers, and staff to speak more loudly, rather than remove their face mask, if speaking in a noisy environment.

Other populations:

- Parents/guardians must wear face masks for drop-off and pick-up.
- While visitors to the School will be limited, any essential visitor must wear a face mask at all times on the School grounds and inside the School building.

Please refer to DC Health's [Masks and Cloth Face Coverings Guidance for the General Public](#) for more details on face mask requirements for all District residents and visitors.

Face masks are recommended as a simple barrier to help prevent respiratory droplets from traveling into the air and onto other people when the person wearing the mask coughs, sneezes, talks, or raises their voice. This is called source control.

- Face masks protect the wearer and other people.
- To be effective, face masks must be worn correctly. Masks should be two to three layers of tightly woven fabric, cover the nose and mouth, and fit snugly against the sides of the face.
 - A face mask is not a substitute for physical distancing.
- Face masks with exhalation valves or vents should NOT be worn at Washington Global. This type of face mask does not prevent the person wearing the mask from transmitting COVID-19 to others (source control).
- The School has clear masks (not face shields) for students or staff who are deaf or hard of hearing.

Further guidance from the CDC on the use of face masks, including information on types of masks, mask adaptations and alternatives, and instructions on how to store and wash masks, is available on their website.

To ensure easy compliance with this policy, any member of the School community who arrives without a face mask, or loses or damages their face mask while attending a school activity, will be provided a new one. The School will keep a supply of PPE, including face masks, until such time that face masks are no longer required at schools.

Q2. 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.

If a staff member or essential visitor has a contraindication to wearing a face mask, either medical or otherwise, they should not participate in in-person school activities. Staff may wear face masks with clear plastic windows, or briefly remove their face masks, when interacting with students with disabilities, identified as having hearing or vision impairments, who require clear speech or lip-reading to access instruction.

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 are entitled to education services. If a student participating in in-person activities is unable to wear a face mask throughout the day, mask breaks are acceptable at times in which physical distance can be maintained (e.g., when outside) or during snacks or meals. Families and staff members will work with students to practice wearing a mask safely and consistently.

Q3. 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.

Washington Global will implement all Physical Distancing Guidelines according to OSSE and DC Health guidelines. The School will ensure that students, staff and visitors all abide by the recommended physical distancing guidelines. Guidelines include:

According to OSSE and DC Health Guidance, **three feet of physical distancing** is recommended for Washington Global students under most circumstances (ex. students sitting masked in a classroom). Scenarios in which students will be spaced 6 feet apart include:

- During physical education class;
- In any school common area outside of the classroom;

- During an activity in which masks cannot be worn meals or in any scenario in which students are actively eating or drinking;
- When DC is experiencing a daily case or positivity rate indicating substantial community spread and cohorting is not able to be implemented.
- Between adults (teachers, staff and essential visitors) and students and between student cohorts;

The School has taken the following measures on-site to promote the recommended physical distancing guidelines:

- The School has built out additional office and work space to ensure maximum spacing of staff.
- Removed non-essential furniture.
- Plexiglass barriers have been installed in the Main Office to provide additional protection.
- A designated waiting area may be used for essential visitors near the main entrance, and essential visitors will be asked to sit in designated seats that are 6 feet apart.
- Directional arrows, one-way arrows, and social distancing decals have been placed on all floors and stairways to ensure proper health and safety measures are being adhered to.
- Students will face the same direction (rather than facing each other) to reduce transmission from virus-containing droplets (e.g., from talking, coughing, sneezing). The School has also added vinyl screens/sneeze guards on the desks to ensure students are protected in the event a student needs to remove his or her mask.
- The School has maximized the spacing of staff and students in each common space and classroom.
 - In the classrooms, each desk is a minimum of 3 feet apart from other desks (according to DC Health and OSSE Guidelines).
- Students will remain in cohorts to the greatest extent possible and take special consideration to ensure that cohorts do not mix. The School will make determinations in consideration of students' IEPs and service needs.
- If possible, teachers will rotate to different classrooms instead of students rotating to different classrooms to minimize any exposure.
- All communal-use spaces, such as staff break rooms and the copy room, may be closed, or may be used by staff on an individual basis when feasible. In the event that break rooms and communal spaces are shared, individuals will be spaced at least 6 feet apart and will be wearing masks when not actively eating or drinking. All common desks and chairs will be disinfected after each use.
- Physical barriers, such as plastic flexible screens, have been installed between bathroom sinks and urinals.
- Sneeze guards have been placed on each student and teacher desk when feasible.
- The School has designated an isolation area with its own ventilation, outdoor air source, and UV-C filter. The area will be available for any student or staff who exhibit symptoms, such as a fever or a cough, until the individual can be safely removed from the building. The isolation room has access to a restroom, and is separate from the area used for routine healthcare.

- Transitioning in-person staff meetings to virtual when possible.
- Maintaining stable before and aftercare groups if this program is offered by the School.
- Using outdoor space when feasible.
- Masking and maintaining physical distance during PE and/or sports practice (if it is offered this school year).
- The School will limit floating staff when feasible.
- The School has a separate room (that meets OSSE/ DC Health Guidelines) for individuals showing symptoms.
- Students will have all meals in cohorts (and distanced 6 feet apart).

Traveling to and from School

The School will continue to encourage all staff and students to maintain physical distance while on public transportation, as well as wearing a face mask while on public transportation and not congregating at intersections and transit stops.

In the event of transport vehicles being used, OSSE drivers must wear face masks and practice all safety actions and protocols as indicated for the School community.

Q4. 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.

When feasible, Students will be placed into cohorts and be assigned to a classroom/ school space within their grade level that will be maintained for all activities during the day:

- When feasible, each cohort or grade level may have an assigned arrival and dismissal time.
- If possible, teachers will rotate to different classrooms instead of students rotating to different classrooms to minimize any exposure.
- When feasible, students will not rotate into other classrooms. To the greatest extent possible, cohorts or grade levels should have minimal to no interaction with other cohorts, and cohorts should be maintained for all activities, including lunch and recess.
- Students will face the same direction (rather than facing each other) to reduce transmission from virus-containing droplets (e.g., from talking, coughing, sneezing). The School has also added vinyl screens/sneeze guards on the desks to ensure students are protected in the event a student needs to remove his or her mask.

- Individual student desks will all be turned to face the same direction and students will be separated to maintain three feet distance.
- The School may take special steps to prevent mixing between cohorts at the following times:
 - Arrival – staggering grade or cohort arrivals, if possible.
 - Dismissal –staggering grade or cohort dismissals, if possible.
 - In the restroom – each cohort may have a designated restroom schedule.
 - At mealtimes – meals may be eaten in the cafeteria or in the classroom with proper physical distancing between each student. If students eat their meal in the cafeteria, students will eat with their classes.
 - In common areas – cohorts may remain in their classrooms unless at a designated break time or dismissal time. The School has also placed directional arrows and one-way lanes to ensure physical distancing is properly occurring.

Q5. Provide the LEA's policies and procedures to support handwashing and respiratory etiquette including frequent, proper handwashing strategies and encouraging covering coughs and sneezes.

The School is reinforcing frequent, proper handwashing strategies by staff and students, which includes washing their hands with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing their nose, coughing, or sneezing. If soap and water are not available, and hands are not visibly dirty, staff and students are instructed to use an alcohol-based hand sanitizer that contains at least 60 percent alcohol.

Key times to perform hand hygiene include:

- Before eating food;
- After using the toilet;
- Before and after putting on, touching, or removing cloth face coverings or touching one's face;
- After blowing one's nose, coughing or sneezing; and
- Entering and exiting a classroom or between activities, such as recess or lunch.
 - The School will continue to encourage staff and students to cover coughs and sneezes with a tissue when they are not wearing a mask. Signage has been placed in all classrooms, common areas, and offices. Used tissues will be thrown out in the trash, and hands must be immediately washed with soap and water for at least 20 seconds, or in the instance if soap and water is unavailable, cleaned with hand sanitizer containing at least 60 percent alcohol.

Q6. 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.

School-wide Hygiene

- The School has an adequate amount of supplies (e.g., soap, paper towels, hand sanitizer, tissue) to support healthy hygiene practices, including in classrooms, bathrooms, and offices.
 - A member of the Operations Team will do weekly checks on classroom and common area supplies (hand sanitizer, tissues, PPE carts, etc.). Soap and paper towels will be refilled as needed by the night cleaning crew or the building engineer.
- The School has set up sanitizing stations outside of large common spaces including the hallways, cafeteria, locker areas, and the main entrance/exit.
- The School's cleaning contractor will check the bathrooms multiple times a day to ensure there is ample soap and paper towels.
- All classrooms and offices have ample handsanitizer and other hygiene supplies.
- Teachers and staff that work in close contact with students must take extra steps and wear additional PPE, which includes:
 - Keeping their face mask on while supporting, accompanying, or cleaning.
 - Wearing a face shield if there may be contact with secretions or bodily fluids.
 - Wearing a coverall or disposable gown.
 - Wearing gloves.

To the extent feasible, the School has:

- Ensured an adequate amount of supplies to minimize sharing of high contact materials. When shared supplies must be used, limit the use of supplies and equipment to one group of children at a time and clean and disinfect between uses.
 - To the extent possible, each student and teacher is receiving individual bags of supplies that are labeled for the teacher/student and will be used only by the teacher/student.
 - To the extent possible, students will generally use a Chromebook that is assigned to them. If sharing of ChromeBooks does occur, the Chromebooks will be sanitized in between uses.
- Installed individually assigned lockers or containers to keep each student's belongings separated from others'.
- Increased air circulation by ensuring all ventilation systems are operating properly and placing individual UV-C air purifiers in every classroom, office, and common space that must be turned on at all times.
- Encouraged (and will continue to encourage) students to bring their own bottles of water. The water fountain will be sanitized frequently and students will be encouraged to use it to fill their water bottles.

- Installed non-contact fixtures on bathroom faucets and toilets.

Q7. 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.

The School will be providing the following personal protective equipment (PPE) to students and staff at the start of the school year:

Personal Protective Equipment Item	Who will receive it	Quantity Received
Cloth Mask	Students and Staff	Students – 2 (will receive more as needed) Staff – 2 (will receive more as needed)
K-N95 Mask	Staff	One (1) per staff member
Disposable Surgical Mask*	Students and Staff	Students – as needed Staff – as needed *the School has enough to provide each staff member and student one each day, if needed.**
Gloves	Staff, Cleaning Crew, and/or Building Engineer	One (1) box per staff member (will receive more as needed)
Face Shield	Staff	One (1) per staff member **A PPE cart with face masks, sanitizing wipes, face shields, and disposable gowns has been placed in each classroom and office suite. Students and teachers will also receive their own PPE kits at the

		beginning of the school year with disposable masks, hand sanitizer, and tissues.
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If additional supplies of PPE are needed, a teacher or staff member can notify the Director of Operations or the Business and Facilities Manager for immediate restocking of the supplies.

Q8. Provide the LEA's schedule for routine cleaning of rooms, surfaces and objects, including high touch objects and surfaces (e.g., pens, keyboards, elevator buttons, light switches, handles, stair rails, faucets, phones, doorknobs, grab bars on playgrounds).

The School will regularly clean, disinfect, and sanitize surfaces and materials per [District guidance on cleaning and disinfecting for Community Facilities](#). The School has worked with its contractor, JLL, to make sure that all cleaning staff are trained in proper deep cleaning protocol. The Director of Operations, Facilities Manager, and other operations staff will supervise and engage in light cleaning and sanitizing when needed (ex. cleaning student desks). All staff will also be trained on how to conduct routine sanitizing (ex. teacher wiping off his or her desks with Clorox wipes). The School will continue to adhere to the following:

- Routinely clean and disinfect surfaces and objects that are frequently touched. This includes cleaning objects/surfaces not ordinarily cleaned daily (e.g., doorknobs, light switches, classroom sink handles, countertops), as well as Chromebooks, desks, chairs, thermometers, computer carts, and copier machines. Please see the chart below for an outline in which the School will routinely maintain a cleaning, disinfecting and sanitizing schedule.
- For all cleaning, sanitizing, and disinfecting products, the School will follow the manufacturer's instructions for concentration, application method, contact time, and drying time before use by the Building Engineer, School staff, and the contracted cleaning company.
 - For all products, the School will follow the application instructions on the product label.

§ If diluting with water is indicated, the School will use water at room temperature (unless otherwise indicated).

§ The School will label diluted cleaning or disinfectant solutions.

- There will not be any mixing of products or chemicals.
- The School will maintain good ventilation when using cleaning and disinfection products by ensuring all UV-C air purifiers are turned on in the area being cleaned.

If the disinfection is needed, the following protocols will be implemented:

- If the disinfectant product label does not specify that the product can be used for both cleaning and disinfection, any dirty surfaces will be cleaned with soap and water before disinfection occurs.
- Any of the cleaners listed on the [Environmental Protection Agency \(EPA\)-approved disinfectants effective against SARS-CoV2 \(COVID-19\)](#) will be used to clean and disinfect the School.

§ When feasible, the School will prioritize using products with [asthma-safer ingredients \(e.g., citric acid or lactic acid\)](#) as recommended by the US EPA Design for Environment Program.

§ If EPA-approved products are not available, a solution of diluted household bleach will be used if appropriate for the surface.

- The surface will remain wet with the disinfectant for the recommended amount of time on the product label.

The School will practice safe storage of all cleaning products, including the storing and using chemicals out of the reach of children.

- Cleaning products will not be used near students.
- Students will not participate in disinfection.
- Those who will be participating in cleaning and disinfecting of spaces will wear gloves and will adhere to other PPE best practices.

The School may frequently clean or routinely disinfect (in addition to cleaning) items in shared spaces where there is high traffic, in spaces that are occupied by individuals at increased risk for severe illness from COVID-19, and in spaces occupied by young children or those who may not be diligent about wear face masks and practicing good hand hygiene and respiratory etiquette.

The School will limit the use of shared objects or equipment. The School will provide each student an individual bag of his/her own supplies and a Chromebook that is labeled and will not be shared. However, if shared objects or equipment must be used, to the extent feasible, the objects or equipment will be cleaned, disinfected, and when appropriate, sanitized between uses. The Chromebook laptops that are kept at the School will be sanitized on a daily basis with an approved laptop disinfectant, such as disinfectant wipes.

The School will place updated signage in every classroom reminding staff of cleaning protocols.

The School has developed and implemented a schedule for increased and routine cleaning, disinfection, and sanitization by the Building Engineer, School staff, and the contracted cleaning company. Please see the below table for the schedule of cleaning, disinfecting and sanitizing of the building.

UV-C trophers have been installed in the student bathrooms being used on the third and fourth floors.

Student bathrooms will be assigned to specific groups of students at staggered times to ensure the bathrooms are cleaned between uses. Each group of students will have a specific time during the daily schedule to use their assigned bathroom. The School has installed touchless faucets and automatic toilet flushers with toilet lids in all bathrooms. Additionally, staff members have access to the staff restrooms on the 2nd floor. The staff restrooms will be cleaned every 2 hours. Student bathrooms will be cleaned and disinfected after each group has finished.

The School has implemented safe and correct storage for cleaning and disinfection products, in accordance with the OSHA requirements for safe storage of chemicals. The School has contracted building cleaning management, and the following safe and correct storage for cleaning and disinfection products will be utilized:

- SDS's will be compiled into a binder, and will be kept in the main office for easy access.
- Flammable products will be kept in a fireproof storage room, away from other products and chemicals.

Cleaning, Disinfection, and Sanitizing Schedule

Area of Facility	Specific Portion of Area/Room	Throughout the day	Daily	Weekly	Monthly
Classroom	Floors of classrooms			C, S, D	C, S, D
	Student desks, chairs	C, S, D	C, S, D	C, S, D	C, S, D
	Student Chromebooks		C, S, D		
	Teacher desks, chair	C, S, D	C, S, D	C, S, D	C, S, D

	Walls and white boards	C	C	C, S, D	C, D
	Manipulatives, text books, etc.	C, D	C, D	C, D	
	Pens, pencils, white board markers, crayons, markers if shared	C, D	C, D		
Hallway/Stairs	Fixtures (switches, knobs, buttons)	C, D, S	C, D, S	C, D, S	C, D, S
	Railings	C, D, S	C, D, S	C, D, S	C, D, S
	Lockers	C, D, S	C, D, S	C, D, S	C, D, S
	Floors of hallways			C, D, S	C, D, S
Office and Common Area	Pens, pencils	C, D, S	C, D, S		
	Fixtures (switches, knobs, buttons)	C, D, S	C, D, S	C, D, S	C, D, S
	Chairs	C, D, S	C, D, S	C, D, S	C, D, S
	Copiers, etc.	C, D, S	C, D, S	C, D, S	C, D, S

Bathrooms	Surfaces	C, D, S	C, D, S	C, D, S	C, D, S
	Floor			C, D, S	C, D, S
	Fixtures, handles, switches, faucets	C, D, S	C, D, S	C, D, S	C, D, S
Outdoor Space	Playground	N/A	N/A	N/A	N/A
	PE supplies	X	X	X	X
Other					

Aerosol-Generating Procedures

In the event a space in the School is used for an aerosol-generating procedure (e.g., tracheostomy suctioning or nebulized medication administration), that room will only be occupied by the student and staff member engaged in the treatment. Students who receive nebulizer treatments will be strongly encouraged to replace the nebulizer with oral inhalers whenever possible.

- The School will work with families and the school nurse to identify opportunities to transition the schedule for tracheostomy suctioning and the administration of nebulized medication to either before or after school, if it's medically appropriate.
 - If tracheostomy suctioning or nebulized medication is needed during the school day, the School may have individual assigned rooms for exclusive use by a given student that is well-ventilated.
 - If assignment of a particular room to a particular student is not feasible, the room will be closed for 24 hours after the treatment to allow respiratory droplets to settle, and then the room will be cleaned and disinfected prior to use by another individual.
 - When feasible and weather permitted, the School will provide nebulizer treatments outside.

- The school nurse and/or staff performing tracheostomy suctioning or nebulized medication administration will adhere to PPE best practices, including a face mask, face shield, disposable gown, and gloves.

Q9. 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 LEA is notified that a student, staff member or visitor who tested positive has been in the school.

In accordance with [DC Health's Guidance on Cleaning and Disinfection for Community Facilities](#), the following protocols including disinfection apply in circumstances in which a student, staff member, or essential visitor becomes ill with symptoms of COVID-19 or tests positive for COVID-19.

- If a student, staff member, or essential 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 should clean and disinfect the area(s) where they have been.
- The School should 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 building, then the cohort should be dismissed and the room vacated as soon as possible.
 - It is acceptable for the cohort to remain in the room until the end of the day in the following circumstances:
 - If an 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 should adhere to PPE best practices, including a face mask (provided that the student is wearing a face mask), or if the student is not wearing a face mask, the staff member should wear a face mask, face shield, disposable gown and gloves.
 - Once the room is vacated, the School should wait as long as possible before entering the room to clean and disinfect (at least several hours). The School should perform cleaning and disinfection of the full classroom 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 should increase air circulation to the area (e.g., open doors, use UV-C air purifiers, or adjust HVAC settings).
 - Staff must wear a face mask for all steps of the cleaning and disinfection process. Staff should also wear gloves and follow

additional PPE including gloves, face shield, and disposable gown.

- For additional material-specific considerations, including for soft surfaces, laundry, electronics, and outdoor areas, see [DC Health's Guidance on Cleaning and Disinfection for Community Facilities with Suspected or Confirmed COVID-19](#).
- If a student, staff member, or essential visitor 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 should clean any areas where the individual has been. Disinfection is not necessary.
- If a student, staff member, or essential visitor 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 should follow routine cleaning and disinfection procedures

Q10. Provide the LEA's plan to make available sufficient and appropriate cleaning and disinfection supplies.

The School has an adequate amount of supplies (e.g., soap, paper towels, hand sanitizer, tissue) to support healthy hygiene practices, including in classrooms, bathrooms, and offices. A member of the Operations Team will do weekly checks on classroom and common area supplies (hand sanitizer, tissues, PPE carts, etc.). The School also has an ample supply of surface and cleaning supplies to ensure that it can adequately disinfect areas. In the classrooms, the School has disinfectant wipes and all staff has been notified that they must use gloves to wipe down surfaces.

The School's daily cleaning is done by a cleaning contractor, and the cleaning crew has been trained on proper PPE requirements, including when to wear gloves. Additionally, a member of the School Operations Team may perform random checks to ensure compliance with all PPE protocols.

Q11. 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.

Washington Global has ensured all building systems, such as ventilation, water systems, and features (e.g., sink faucets, drinking fountains, toilets), are safe to use.

Ventilation

The School contracted with Setty, an HVAC Engineering Consulting Firm, to develop a plan that improves the School's HVAC system and improves fresh air circulation throughout the School after the School's prolonged shutdown and before any reopening in 2020. In 2021, the School focused on routine maintenance and upkeep of

the systems. Washington Global then worked with Whiting Turner and R&R to ensure that the plan was executed. Improvements throughout the 2020-21 school year prior to students returning included:

- Replaced all manual valves on toilets, urinals, and sinks with battery-operated valves.
- Replaced all air filters with MERV 13 filters and one main UV-C filter.
- Routine Maintenance of DOAS unit (to be completed close to the start of the school year).
 - Check condensate and electrical connections are sufficient and the unit is draining correctly.
 - Check motor amperage.
 - Check that fans are clear of debris and in working condition/damage-free.
 - Clean coils.
- Routine Maintenance of Air Handling Unit completed 8/2020, and again prior to the start of the school year:
 - Lubricate fan and motor bearings.
 - Check belt and sheaves. Replace belts if needed.
 - Check and clean drains and drain pan.
 - Check and clean strainers.
 - Check steam traps and hand valves.
 - Check unit operating conditions.
 - Adjust dampers and linkage as required.
 - Lubricate motor bearings.
 - Check condition of supply air filter; replace with Merv 13's.
- Routine Maintenance of RTU's completed 8/2020, and again prior to the start of the school year:
 - Check control and power wiring for proper connections.
 - Check system operating and safety controls to ensure proper functioning.
 - Inspect condition of condenser/evaporator coils. Remove any foreign material.
 - Inspect condensate drain pan and piping to ensure proper drainage.
 - Inspect condenser/evaporator fan belts and sheaves for wear. Check fan belt tension and adjust as required.
 - Check fan motor bearings for proper lubrication; lubricate as required. Also check and tighten locking collars and bolts.
 - Check compressor oil pressure and level.
 - Check compressor amperage draw with ammeter.
 - Install pressure gauges and check refrigerant pressures.
 - Inspect refrigerant piping and fittings for leaks.

Re-test and balance units throughout the School per Setty recommendations were completed 8/2020, and again prior to the start of the school year.

The School's systems have proper and increased circulation of outdoor air as much as possible for when the School reopens for the 2021-22 school year.

- The School has upgraded the HVAC system during the 2020-21 school year to include UV lights within the air ducts to neutralize any virus particles in the student bathrooms and has purchased enough standalone UV-C air purifiers for each classroom, office, and open common areas.

Additionally, when possible, entry doors will be opened during arrival and dismissal times to maximize air quality for occupants while considering safety and health risks such as risk of falling, outdoor air quality triggering asthma symptoms, building fire safety, and security.

Water System

In August 2020, the School flushed all water systems to clear out stagnant water and replace it with fresh water. This process removed any metals (e.g., lead) that may have leached into the water and minimized the risk of Legionnaires' disease and other diseases associated with water following [CDC guidance](#) and as described below:

- The Building Engineer flushed hot and cold water through all points of use, such as sinks, drinking fountains, toilets, and urinals.
- The water heater was set to 140 degrees Fahrenheit and hot water will be flushed at each fixture using hot water until its maximum temperature is reached.

Additional water using devices, such as ice machines and drinking water dispensers, will be flushed in accordance with manufacturers' instructions. The School's maintenance contractor will engage in additional upkeep of the water system during the summer of 2021 prior to the School's reopening.

Q12. 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 DC Health's exclusion, dismissal, and return to school criteria and protocols.

Exclusion

A student, staff member, or essential visitor must stay home, or 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 synonymous with COVID-19, including but not limited to congestion, fatigue, nausea or vomiting, or 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.
- Are awaiting COVID-19 test results or have a household member who is awaiting COVID-19 test results.
- Are unvaccinated and have traveled domestically in the last 10 days to any place other than Maryland or Virginia, unless they did not attend school until tested for COVID-19 three to five days after returning to DC AND received a negative COVID-19 viral test.
- Are unvaccinated and have traveled internationally in the last 10 days, unless they did not attend school for seven days, got tested for COVID-19 three to five days after returning to DC, AND received a negative COVID-19 viral test.

Students or staff with pre-existing health conditions that present with specific COVID-19-like symptoms must 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 those specific symptoms are determined to not be due to COVID-19.

Provided that they do not currently have any symptoms consistent with COVID-19, an individual who has tested positive for COVID-19 within the last 90 days or is fully vaccinated may be admitted while awaiting COVID-19 test results, after close contact with someone with confirmed COVID-19, when a household contact is awaiting COVID-19 test results, or after travel. Any individual with symptoms consistent with COVID-19 must follow the exclusion criteria outlined above.

Provided that they do not currently 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 may be admitted immediately after domestic or international travel. They should get a COVID-19 test three to five days after international travel. Any individual with symptoms consistent with COVID-19 must follow the exclusion criteria outlined above.

If excluded, students (or their parents/guardians), staff, and essential visitors should call their healthcare provider for further directions.

DC Health recommends that students and staff should get tested for COVID-19 if anyone in their household has symptoms of COVID-19, even if the student or staff member themselves does not have symptoms. All members of the household should be tested at the same time. Individuals who are fully vaccinated against COVID-19 should only get tested in this instance if they develop symptoms.

Dismissal Criteria and Protocols

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

- For students, the School will:
 - Immediately isolate the student from other students.
 - Have the student immediately put on a face mask or surgical mask, if not wearing it already.

- Identify a staff member to accompany the isolated student to the isolation area and supervise the student while awaiting pickup from the parent/guardian.
- Have staff members who are briefly responding to the sick student in the classroom, accompanying the student to the isolation area, and supervising the student in the isolation area comply with PPE best practices, including wearing a face mask, face shield, and gloves. A disposable gown may also be worn.
- Additionally, the School 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 follow all cleaning and disinfection protocols for any area and materials with which the student was in contact.
- For staff and essential visitors, the School should:
 - Send the staff member or essential visitor home immediately or instruct them to isolate until it is safe to go home;
 - Instruct the staff member or essential visitor to seek healthcare provider guidance; and
 - Follow cleaning and disinfecting procedures for any area, materials, and equipment with which the staff member was in contact.

Isolation Room: The School has identified more than one well-ventilated space to isolate sick individuals until they are able to leave the School grounds. The space should be in an area that is not frequently passed or used by other students or staff, is not simply behind a barrier in a room being utilized by other individuals, and is not the health suite. If safe and weather permitting, schools are encouraged to isolate sick individuals outdoors under appropriate supervision. When in the isolation area, the sick individual should 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 should isolate only one sick individual in the isolation area at a time. The isolation area should be immediately cleaned and disinfected after the sick individual departs. Supervising staff should comply with the PPE best practices, including wearing a face mask, face shield, and gloves.

Q13. 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.**

The School's COVID-19 point of contact is the Director of Operations. This individual will be in regular contact with families, staff, contractors, and vendors and report positive cases of COVID-19 to DC Health.

Reporting to DC Health

Refer to DC Health's [First Steps for Non-Healthcare Employers when Employees Test Positive for COVID-19](#).

The School's COVID-19 POC 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 must 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" by selecting "Non-Healthcare Facility COVID-19 Consult Form."

An investigator from DC Health will follow up within 24 hours to all appropriately submitted notifications. Please note this time may increase as cases of COVID-19 increase in the District. *Note:* While schools await a response from DC Health, plans should be made as soon as practical to close, clean, and disinfect, as necessary, any areas or equipment that the COVID-19 positive individual may have used.

Ensuring that all staff and students learn on-site as often as possible, excluding students and staff with similar symptoms but no underlying case must be avoided. The School will ask parents/guardians to submit documentation from a physician about any pre-existing health conditions with similar symptoms of COVID-19, but the symptoms are not caused by COVID-19. This documentation should be sent to the COVID-19 point of contact or to the school nurse. Additionally, the COVID-19 POC may review all of the daily screening questions to ensure that students or staff with

preexisting symptoms have not been denied entry. In some cases, the COVID-19 POC may seek the counsel of a healthcare provider.

Q14. Provide the LEA's procedures to support DC Health with contract tracing in the event of a positive case of COVID-19.

Following recent DC Health guidance, the School will continue to perform health screenings for staff and essential visitors entering the building, which includes any contractual staff members. Staff are able to complete their health screening via an app, and essential visitors will have their health screening completed upon arrival.

Health screenings may occur upon arrival, and may include:

- Staff and/or essential visitors temperatures will be taken, and designated staff members who are performing the health screening will be asking the following:
 - ASK: Staff and/or essential visitors will be asked about whether the individual has experienced the following symptoms consistent with COVID-19 within the last 24 hours:
 - Fever (subjective or 100.4 degrees Fahrenheit) or chills,
 - Cough,
 - Congestion,
 - Sore throat,
 - Shortness of breath or difficulty breathing,
 - Diarrhea,
 - Nausea or vomiting,
 - Fatigue,
 - Headache,
 - Muscle pain or body aches,
 - New loss of taste or smell,
 - Or any other symptom of not feeling well.
 - ASK: Staff and/or essential visitors will be asked if they have been in close contact with a person who has COVID-19 or a person who is awaiting COVID-19 test results.
 - ASK: Staff and/or essential visitors will be asked if they have traveled out of the DMV area to any of the listed high-risk areas designated by DC Health.
 - Additionally, staff will LOOK: Designated school staff will visually inspect each staff member or essential visitor for signs of illness which could include flushed cheeks, rapid breathing or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness.

The School may open up the School St SW vestibule to use as the exit to the School. Individuals may no longer exit and enter from the same door.

Additionally, the School will educate and remind parents and guardians to monitor and screen children daily for symptoms of COVID-19, as well as remind parents and guardians the importance of not sending children who are sick to school.

The School's COVID-19 POC will report all positive cases and contact with positive cases to DC Health, as described in Section N. of the [Updated Final DC Health Guidance](#). The COVID-19 POC will contact DC Health if a staff member, essential visitor, or student notifies the School that they (or their student) tested positive for COVID-19 if the individual was on school grounds or participated in school activities during their infectious period. Immediately upon learning of the positive case, the COVID-19 POS will notify DC Health by submitting an online form on the DC Health COVID-19 Reporting Requirements website using the [Non-Healthcare Facility COVID-19 Consult Form](#).

The School will maintain daily attendance and visitor records, and in the event of a positive case of COVID-19, the School will be able to provide DC Health a detailed list of potential close contacts of the positive COVID-19 case.

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

The School has a Communication with Families and Staff Protocol in place to protect the privacy of the individuals while alerting families and staff to mitigate the spread of COVID-19. Specifically, the protocol requires that the COVID-19 POC notify either the entire school or the impacted individuals within the cohort of the positive case, and the COVID-19 POC will include steps the School is taking, such as cleaning and disinfection, as well as information on COVID-19 and options for COVID-19 testing in the District. The COVID-19 POC will work closely with DC Health to determine whether the students and staff within the infected person's cohort may stay at school or be sent home and for how long. The COVID-19 POC will update impacted families and staff on how to participate in off-site learning until it is safe to return to on-site learning. DC Health will determine which individuals are close contacts who should be instructed to not attend school for at least 10 days.

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 must not attend school until DC Health is able to complete the case investigation. The exposed cohort(s) should remain in their classroom and follow routine procedures while they are waiting for their caregivers to pick them up.

The School will comply with all OSSE related guidance in planning for responding to confirmed or suspected COVID-19 cases. The School will comply with the requirement to not admit or to dismiss any student, staff member, or visitor who is COVID-19 positive or otherwise meets criteria for exclusion, per OSSE's guidance. A student, staff member, or essential visitor must stay home, or 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 synonymous with COVID-19, including but not limited to congestion, fatigue, nausea or vomiting, or 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.
- Are awaiting COVID-19 test results or have a household member who is awaiting COVID-19 test results.
- Have traveled domestically in the last 10 days to any place other than Maryland or Virginia, unless they did not attend school until tested for COVID-19 three to five days after returning to DC AND received a negative COVID-19 viral test.
- Have traveled internationally in the last 10 days, unless they did not attend school for seven days, got tested for COVID-19 three to five days after returning to DC, AND received a negative COVID-19 viral test.

Students or staff with pre-existing health conditions that present with specific COVID-19-like symptoms must not be excluded from entering the School on the basis of those specific symptoms if a healthcare provider has provided written or verbal documentation that those specific symptoms are determined to not be due to COVID-19.

Provided that they do not currently have any symptoms consistent with COVID-19, an individual who has tested positive for COVID-19 within the last 90 days or is fully vaccinated may be admitted while awaiting COVID-19 test results, after close contact with someone with confirmed COVID-19, when a household contact is awaiting COVID-19 test results, or after travel. Any individual with symptoms consistent with COVID-19 must follow the exclusion criteria outlined above.

Provided that they do not currently 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 may be admitted immediately after domestic or international travel. They should get a COVID-19 test three to five days after international travel. Any individual with symptoms consistent with COVID-19 must follow the exclusion criteria outlined above.

If excluded, students (or their parents/guardians), staff, and essential visitors should call their healthcare provider for further directions.

DC Health recommends that students and staff should get tested for COVID-19 if anyone in their household has symptoms of COVID-19, even if the student or staff member themselves does not have symptoms. All members of the household should be tested at the same time. Individuals who are fully vaccinated against COVID-19 should only get tested in this instance if they develop symptoms.

The School will dismiss any individual or cohort that is potentially exposed to COVID-19 within the school setting. If a student, staff member, or essential visitor develops a fever or other signs of illness, the School must follow the above exclusion criteria regarding the exclusion and dismissal of students, staff, and essential visitors.

- For students, the School will:
 - Immediately isolate the student from other students.
 - Immediately have the student put on a face mask or surgical mask, if not wearing it already.

- Identify a staff member to accompany the isolated student to the isolation area and supervise the student while awaiting pickup from the parent/guardian.
- Have the staff members briefly respond to the sick student in the classroom, accompany the student to the isolation area, and supervise the student in the isolation area while complying with PPE best practices, including wearing a face mask, face shield, and gloves. A disposable gown may also be worn.
- Additionally, the School 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 follow all cleaning and disinfection protocols for any area and materials with which the student was in contact.
- For staff and essential visitors, the School should:
 - Send the staff member or essential visitor home immediately or instruct them to isolate until it is safe to go home;
 - Instruct the staff member or essential visitor to seek healthcare provider guidance; and
 - Follow cleaning and disinfecting procedures for any area, materials, and equipment with which the staff member was in contact.

To meet the needs of the School community, details on these topics will be available in all languages that the community requires as indicated on Student/Family Home Language Surveys. Additionally, the School will make frequent website updates, social media updates, weekly newsletters, parent and family events, and app notifications in languages other than English.

Q16. 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: <https://dchealth.dc.gov/page/covid-19-reporting-requirements>.

The School has implemented the following COVID-19 Testing Protocol through a third party administrator on a regular basis in an on-site screening testing program model and may continue this for a portion or all of the 2021-22 school year.

This program includes asymptomatic testing, even if there is no reason to suspect infection of COVID-19. In the event that the School test students, individuals administering the COVID-19 tests will follow all safety guidelines including staying, when possible, 6 feet distance from the individual, wearing a N95 mask (with access to Respirator Fit Testing program), eye protection (face shield or goggles), gown/coverall,

and gloves. The School will follow its protocol, outlined in question 14, to notify DC Health and to follow DC Health reporting requirements.

Students will not be required to participate in screening testing in order to attend school, but it is highly recommended that all students participate in the on-site screening testing program.

Q17. 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.

The School is supporting eligible students to get vaccinated against COVID-19 by setting up virtual meetings with healthcare professionals to discuss any concerns there are about the COVID-19 vaccine, regular updates on all social media platforms on COVID-19 and the approved vaccines, and regular communication on the importance of being vaccinated against COVID-19 and any policy updates for vaccinated vs. unvaccinated students.

The School is supporting eligible staff to get vaccinated by providing flexible leave time to get fully vaccinated, as well as regular communication on the importance of being vaccinated against COVID-19, policy updates for fully vaccinated vs. unvaccinated staff, and setting up virtual meetings with healthcare professionals to discuss any concerns there are about the COVID-19 vaccine.

Based on the latest CDC guidance, people who are vaccinated and exposed to COVID-19 do not have to quarantine, therefore during the upcoming school year, if there are students and staff who are exposed to positive COVID-19 person(s), they will not need to quarantine.

Teachers, staff, and students should be vaccinated as soon as clinical recommendations allow. Access to COVID-19 vaccination should not be considered a prerequisite to reopening the School for in-person instruction.

Q18. Provide the LEA's plans to provide appropriate accommodations to students with disabilities with respect to its health and safety policies and procedures.

Throughout this period, the School will design its educational programming to conform with CDC, DC Health, and OSSE guidance, and in doing so, consideration should be given to a student's 504 plan, IEP, and least restrictive environment (LRE).

The School will continue to provide, to the greatest extent possible, the special education and related services identified in students' IEPs and the accommodations

and related services identified in students' 504 Plans ([OSEP Guidance A-1](#)). Regardless of the severity of a student's disability, the School will make every effort to enable full participation of students with disabilities in building activities and to mitigate factors that could discourage participation, such as cost and accessibility.

It is the responsibility of the School to ensure that students with disabilities are educated to the greatest extent possible with their nondisabled peers (34 CFR §300.114). For additional information on the flexibilities available under IDEA for service delivery please see OSSE IDEA Part B Provision of FAPE: Guidance Related to Remote and Blended Learning. The School will uphold the rights of individuals with disabilities in accordance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, and the DC Human Rights Act.

Additionally, if a student with a disability is excluded from school, the School is required to provide services consistent with all applicable disability laws.

Q19. 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;
- 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.

Audience	Topic	Trainer/provider	Date Range available
<i>All staff</i>	Health and Safety Protocols	COVID POC or Health Professional	Teacher August 2
<i>Food Service Staff</i>	Health and Safety protocols when handling meals		Summer

<i>Office Staff and Leadership Team</i>	Daily Health Checks for Essential Visitors and Contractual Staff	Director of Operations	Summer
Building Engineer, Cleaning Crew, Operations	Proper Cleaning Protocols	Maintenance and cleaning contractors	Summer
Parents	Health and Safety Protocols	School Leadership Team	Prior to the school year
Students	Health and Safety Protocols	School Leadership Team	Prior to the school year week of school

Q20. 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.

The School will regularly monitor how the health and safety plans are being implemented in the building. Members of the Operations Team or Administration will monitor staff, students, and essential visitors to ensure all aspects of the health and safety plans are being adhered to. Washington Global is a single-site school and therefore does not need to monitor other campuses adhering to the plan. The School will reinforce the plan regularly with staff, students and parents to ensure compliance.

Q21. Describe the LEA's plans to communicate key health and safety policies and procedures to students, families, staff and visitors.

The School will communicate key health and safety policies and procedures with students, families, and staff on the School's website, social media platforms, emails, weekly newsletters, student and family events, and app notifications. The School will also hold live and recorded meetings to ensure

that all members of the community are aware of the plans and have input. To meet the needs of the School's diverse community, details on these topics will be available in all languages that the School's community requires as indicated on student/Family Home Language Surveys. Additionally, the School will make frequent website updates, social media updates, weekly newsletters, parent and family events, as well as app notifications in languages other than English.