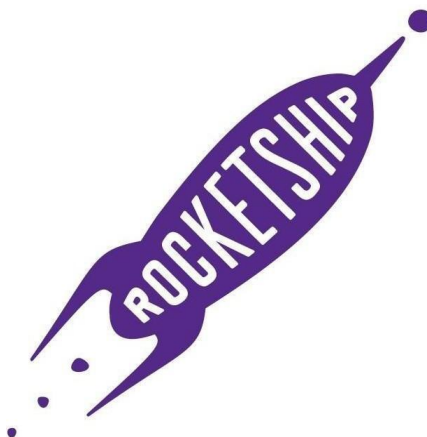


2022-23 Health and Safety Plans



**Rocketship Rise
Academy
2335 Raynolds Place
SE Washington, DC
20020
(202) 750-7177**

**Rocketship Legacy
Prep 4250
Massachusetts Ave SE
Washington, DC 20019
202-803-7004**

**Rocketship Infinity Community Prep
5450 3rd St NE
Washington, DC
20011
202-627-2256**

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Face Masks

(Q1) Face mask plan

Beginning Monday, July 25, 2022 Rocketship DC will require all stakeholders to wear a mask indoors regardless of transmission rate. This will be in place through Friday, September 2, 2022. Rocketship DC will no longer require students and staff to wear masks while outside on school grounds. Masks will continue to be provided during this time.

As of Monday, September 5, 2022, Rocketship DC will no longer require students and staff to wear masks while inside on school grounds during times of low to medium transmission, as defined by CDC in DC. Individuals returning from a quarantine due to a positive case, will be required to wear a mask through day ten after the positive test result. Any person displaying symptoms must wear a mask until symptoms subside. Masks will be required for all individuals during times of high transmission, as defined by CDC in DC or if there is an “outbreak” as defined by DC Health at our facilities. (rate changes will be communicated during weekly Covid Lead meetings)

Why require masks?

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

- Anyone 2 years old+ must wear a tight fitting mask indoors at Rocketship campuses and offices, except during meals.
- Face shields may be used in *addition* to face masks, but they cannot be used as an *alternative* to face masks.
- We highly recommend both staff and students wear KN95 masks properly (over their nose, mouth and chin) for the best protection. Masks will be made easily available on our campuses during times when they are required.

(Q2) Not wearing face mask

We won't be perfect, but we do need to try our hardest to follow these procedures. It is important that we all hold each other accountable when we see slip ups happen. When on campus following the protocols are required to keep each other safe, if you do make a mistake you should expect to receive feedback in the following ways. For questions or support, reach out to your Human Resources Business Partner (HRBP).

1. **First warning.** Verbal in-the-moment feedback from COVID Lead, a School Leader, or your manager. E.g.: “Please always make sure to cover your nose with your mask”
 - a. The staff member needs to make sure to solve the problem. E.g. Do you need a different mask? Ask for a disposable one for the day.
2. **Second warning.** Formal email to staff member and manager to make sure the staff member really understands the change that needs to be made in order to keep us all safe.

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

Physical Distancing

(Q3) Distancing policies and procedures

The following distancing guidelines may be enacted during times of high transmission as defined by the CDC in DC or during times of intense community spread within our schools:

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

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

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

Bathrooms:

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

(Q4) Cohort practices

The following distancing guidelines may be enacted during times of high transmission as defined by the CDC in DC or during times of intense community spread within our schools:

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

Handwashing and Respiratory Etiquette

(Q5) Hygiene practices

Handwashing, and hand sanitizing when washing is not available, is one of the key ways we keep ourselves and others healthy - not just from COVID-19, but from many of the germs we encounter every day that can make us sick. During the COVID-19 pandemic, it is critical that people clean their hands "before and after touching their face, touching their mask, entering and leaving a public place, and touching items that others have touched."

Within Rocketship schools, all individuals must wash their hands with soap and water for at least 20 seconds or use hand sanitizer if washing is not available or practiced frequently. Students and staff need to clean their hands regularly throughout the day.

| | Hand Washing | Hand Sanitizing |
|---------------------------|--|---|
| Arrival | n/a | When entering campus |
| Breakfast | n/a | - When entering the classroom - After eating breakfast |
| Throughout the day | - After using the restroom - When hands are visibly dirty | - When entering and exiting classrooms |
| Lunch | Before lunch | After lunch |
| Recess/PE | After recess | Before and after playing on the playground or with shared equipment |

| | | |
|------------------|-----|---------------------|
| Dismissal | n/a | When exiting campus |
|------------------|-----|---------------------|

(Q6) Hygiene supplies

Each classroom should be set up with the following items. Systems should be in place to check in regularly and ensure they remain present and in good working condition.

- There is a wall-mounted hand sanitizer pump in each room.
- There is a minimum of 1 running air purifier
- The HVAC system is always “on” with the fan running at a minimum in order to circulate air and push it through out filters
- There is a labeled and easy to access cleaning cart in each classroom, stocked with:
 - Extra masks for kids and adults
 - Disinfecting spray
 - Paper Towels
 - Gloves
 - Extra hand sanitizer
 - Vomit powder

Personal Protective Equipment (PPE)

(Q7) PPE Policies and procedures

| Type of PPE | Mandatory when | Optional for | Use |
|--------------|---|---|---|
| Masks | All (July 25-Sept. 2, 2022) | During times of low to medium transmission. | See Masking |
| Face Shields | <ul style="list-style-type: none"> ● Health Suite Attendant ● Isolation Room Attendant ● Working with any student secreting bodily fluid | <ul style="list-style-type: none"> ● All other staff | <p>Face shield reference is to protect the eyes and only recommends them if working with student known or suspected to be positive or students that secretes bodily fluids (isolation room, SIP staff)</p> <p><i>Anyone who would like to wear a face shield in addition to their mask may.</i></p> |

| | | | |
|--------|--|---|---|
| Gloves | <ul style="list-style-type: none"> • Breakfast teacher • Lunch teacher • Lead Server • First Aid • When administering COVID Testing | <ul style="list-style-type: none"> • All other staff | <p>Gloves must be worn when:</p> <ul style="list-style-type: none"> • serving food • administering first aid • handling something contaminated or bodily fluids • Working with a student secreting bodily fluids • doing heavy cleaning <p><i>Anyone who would like to wear gloves may, but it is important that gloves are worn properly and are changed and disposed of after touching a contaminated surface. Wearing gloves is not a substitute for washing and sanitizing hands frequently.</i></p> |
|--------|--|---|---|

Maintain Clean and Healthy Facilities

(Q8) Cleaning schedule

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

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

At Rocketship it is important that the cleaning products we use are safe for children, so please be mindful as you select products. Children should not apply disinfectants. All disinfectant labels include the statement “Keep Out of Reach of Children,” as children are considered a sensitive population. Disinfectants are powerful tools for controlling the spread of disease, and they can harm children's health if used or stored incorrectly. Always read and follow the label directions.

| Type of Cleaning | Situation | Actions |
|----------------------------------|---|---|
| In-day classroom cleaning | Teachers are rotating across classrooms | <ul style="list-style-type: none"> • Teachers <ul style="list-style-type: none"> ○ clean high touch areas in the room as they rotate out, before the next teacher rotates in <ul style="list-style-type: none"> ■ <i>Ex. HUM/STEM/Lunch/Recess/ECC/ILS</i> |

| | | |
|--|---|--|
| | | <ul style="list-style-type: none"> ● Rocketeers <ul style="list-style-type: none"> ○ wipe down their desk surface with an all purpose surface cleaner and if visibly dirty at any point during the day. |
| In-day cleaning of high touch areas | Twice per day (e.g. 10am, 2pm), a Day Porter, Ops Specialist, or other staff member should clean “high touch” areas. | |
| Nightly Cleanings | Custodians will clean desks, bathrooms and high touch areas every weeknight. Custodians will also be using an electrostatic sprayer each evening in all common spaces and classroom spaces and/or when there is a confirmed or presumptive positive case. | |

(Q9) Cleaning after COVID exposure

Disinfecting: If someone tests positive for COVID-19 or there is a suspected case, Rocketship will ensure the spaces that person occupied are cleaned and disinfected. Disinfecting (i.e. using PURE disinfectant, Seventh Generation disinfecting wipes, or your campus’ electrostatic sprayer) kills any remaining germs on surfaces, which further reduces any risk of spreading infection.

(Q10) Cleaning supplies

When no people with confirmed or suspected COVID-19 are known to have been in a space, staff may use all purpose surface wipes. If someone tests positive for COVID-19 or there is a suspected case, Rocketship will ensure the spaces that person occupied are cleaned and disinfected. Disinfecting products may include PURE disinfectant, Seventh Generation disinfecting wipes and/or the campus’ electrostatic sprayer.

(Q11) System maintenance

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

| Mitigation | Action | Owner |
|---|--|-----------------|
| Increase Filtration & Preventative Maintenance | <ol style="list-style-type: none"> 1. All campuses have MERV13 Filters. 2. HVAC vendors will be onsite every other month to inspect and change filters as needed. 3. Increased preventative maintenance tasks to include cleaning and disinfecting the intakes and returns. | Facilities Team |

| | | |
|-----------------------------|--|-----------------------------|
| Increase Ventilation | <ol style="list-style-type: none"> 1. Ensure the HVAC fan system is running 24/7 whether the building is occupied or unoccupied so that air will be filtering constantly. 2. When possible, increase outdoor air ventilation by opening doors and windows when the external air quality is safe and or humidity levels are low externally and to the extent the system allows. | Business Operations Manager |
| Air Purifiers | <ol style="list-style-type: none"> 1. Purchase and run air purifiers in all spaces with more than 1 occupant (must trap .1 microns). <ol style="list-style-type: none"> a. MA-25 Air Purifier with H13 True HEPA Filter <ol style="list-style-type: none"> i. Up to 500 sq ft (Office) b. Medify MA-40 Air Purifier with H13 True HEPA Filter <ol style="list-style-type: none"> i. Up to 840 sq ft (Classroom) c. Medify MA-112 Air Purifier with H13 True HEPA Filter <ol style="list-style-type: none"> i. Up to 2,400 sq ft (Learning Lab) 2. Check filters monthly, replace when dirty and/or when the air purifier alerts you. | Business Operations Manager |

Response to a Confirmed or Suspected COVID-19 Case

(Q12) Dismissing COVID positive

Each school should define a separated area for students with symptoms to wait for parents or guardians to pick them up. This should ideally be close enough to the front office that a school leader or nurse can “keep an eye” on the student; while we want to limit potential virus transmission, we do not want a student with symptoms to feel “locked up” in a room away from other people for an extended period.

Before

- School leaders will create a rotational on-call system for which School Leader is responsible for escorting and monitoring students exhibiting symptoms while they await pick up from a parent or emergency contact.

During

- A school leader should monitor the student and ensure the Rocketeer is comfortable
- Any staff member (even if vaccinated) supporting a student with symptoms is encouraged to wear a face shield and/or disposable gown in addition to their mask.
- If the child needs assistance while waiting for a parent, the assisting school leader should take extra precautions around PPE and hand-washing.
- If more than one child is in the isolation room, ensure they can keep 6+ feet of physical distancing

After

- Once the Rocketeer exits the building the isolation room should be disinfected by using the electrostatic sprayer and left to ventilate for at least 10 minutes

(Q13) Contact tracing

One of our key strategies for reducing COVID transmission risk is monitoring COVID diagnoses, symptoms, and exposure, and having the impacted people stay home or participate in Test to Stay (TTS) until they are “cleared” to return. Regular testing for anyone displaying COVID symptoms and rapid response to suspected or confirmed cases in coordination with local health authorities help us to ensure that we are able to identify and isolate cases, then test close contacts to reduce transmission. This process will be led by the campus COVID Lead(s), who may seek support from the Regional Director of Operations and/or the network support team.

Key elements of these protocols include:

- **Anyone testing positive** must quarantine for 5 days (day of positive test is day 0). Beginning on day 6, the individual may begin taking daily antigen tests, if negative they may return immediately to campus. If a positive case continues to occur, they must finish out their 10 day quarantine and may return on day 11.
- **Anyone with a symptom** may take a antigen test and may return to class/work with a negative result. They must however wear a mask until their symptoms subside. Those with symptoms should test daily.
- **Any person exposed to a positive case** does not need to quarantine, but they should:
 - Monitor themselves for symptoms. Test on day of reported case and 3 days after.
 - Isolate if the test is positive.

Test to Stay:

Rocketship DC will recommend that students and staff participate in TTS to undergo COVID-19 testing 2 times during the four-day period after their last exposure: immediately defined as within 24 hours of their exposure notification and again three days after notification of exposure. Testing will happen on Day 0 and Day 3. Rocketship DC will be using nasal-based antigen or rapid NAAT testing for TTS. During this period, all close contacts should monitor themselves for symptoms of Covid-19 and report any changes to their campus covid lead. If a student tests positive during the TTS period, PCTs will escort the student to the isolation room(s) and parents will be contacted for immediate pick up.

Rocketship DC will report all positive results from tests administered and read at school to the appropriate OSSE reporting portal. Positive results will also be reported to families via a quarantine letter.

Refusal to TTS (test as many as possible in cohort, student stays) If a student develops symptoms, they are required to test. If they refuse to test with us, they may opt to get tested at a preferred provider. If they refuse that option as well, the student quarantines for 5 days and may return to campus with improving symptoms.

(Q14) Support DC Health

Schools will notify DC Health when required if they are informed of:

- A staff member notifies the school they tested positive for COVID-19 (not before results come back) OR
 - A student or parent/guardian notifies the school that the student tested positive for COVID-19 (not before results come back).
-
- We will notify DC Health by submitting an online form on the DC Health COVID-19 Reporting Requirements website dchealth.dc.gov/page/covid-19-reporting-requirements under the section “Non-Healthcare Facility Establishment Reporting.”
 - Select “Non-healthcare facility establishment seeking guidance about an employee, patron, or visitor that reported testing positive for COVID-19 (epidemiology consult/guidance).” An investigator from DC Health will follow-up within 24 hours to all appropriately submitted notifications. Note: While schools await a response from DC Health, plans should be made as soon as practical to close, clean and disinfect any areas or equipment that the COVID-19 positive individual may have used in the last seven days (see Step 3). If it is during the day when the COVID-19 case is confirmed AND the COVID-19 positive individual was appropriately excluded from in-person activities while awaiting test results, it is acceptable to close, clean, and disinfect the spaces used by the positive individual after the students and staff in those spaces leave for the day.

(Q15) Community notification

School-based COVID Leads will lead the contact tracing, quarantine and school-wide communication efforts if there is ever a diagnosis, symptoms or exposure on their campus. Positive results will be reported to families via a quarantine letter. COVID Leads participate in weekly training and are each campus’ point of contact for COVID questions and support.

COVID-19 Testing and Vaccines

(Q16) Testing

Neither DC Health nor the CDC recommend an onsite daily health screening for students, as the effectiveness of COVID-19 symptom screening in schools is not well known. Symptom screening will not identify asymptomatic individuals and will only identify that an individual might be sick, not that they necessarily have COVID-19.

Parents are strongly encouraged to monitor and screen children for symptoms of COVID-19 every day.

DC Health’s recommendations are based on local epidemiological data. Those data have indicated that daily health screenings are effective at preventing adults with COVID-19 from entering school buildings. Additionally, international and national evidence suggests that

staff-to-staff transmission is more common than transmission from students to staff, staff to student, or student to student. Based on the greater risk of severe illness from COVID-19 among adults, additional protective measures, including the daily health screening is recommended for all school staff and visitors.

Per OSSE guidance, we are not requiring health screenings for students coming on campus during the 22-23 school year. Parents and staff will be advised to monitor themselves at home. If symptoms are displayed they need to communicate with the school and stay home.

At Home Health Screener:

1. Temperature check (*must be below 100.0 degrees to enter*)
2. "Have you experienced any of the following symptoms in the past 72 hours: fever, cough, shortness of breath, sore throat, runny nose, diarrhea, vomiting, headache, or new loss of taste or smell?" (*must answer "no" to come to campus*)
3. "Have you been in contact with anyone who has been diagnosed with COVID in the past two weeks?"
 - a. *If "no" → may come to campus*
 - b. *If "yes" → "Have you been fully vaccinated?"*
 - i. *If "yes" → may come to campus*
 - ii. *If "no" → must be excluded (must answer "yes" to enter)*

The COVID Lead will keep a confidential electronic log to record anyone not permitted to enter, why, and when they can return.

Staff and students on Rocketship DC campuses will be tested when identified as a close contact of a confirmed positive case as part of TTS. Any stakeholder can request a daily rapid test when experiencing symptoms of Covid-19. Students may be referred to the campus PCT nurse or Covid Lead for testing if visible symptoms are present. The school must have permission from the student's guardian, before conducting a test. This testing helps us identify cases, ideally before they infect others in the school community. Symptomatic Staff and Students who test negative will be required to wear a mask and should continue to test daily until symptoms subside.

Regional Staff going to the buildings should utilize all staff testing protocols and should monitor themselves for symptoms, prior to coming onto campus.

(Q17) Vaccinations

Vaccination is a key part of mitigating the risk of COVID-19, as it protects individuals from becoming sick, reduces the burden of needing to quarantine after exposure, and prevents those individuals from unknowingly bringing COVID-19 into the school environment.

Staff: As of October 29, 2021, all Rocketship DC staff must be fully vaccinated against COVID-19 as a condition of employment.

Students: All 12+ D.C. students must be fully vaccinated (two shots of the Pfizer vaccine) by

March 1, 2022 a per the Mayor's order. Although our Rocketeers are not 12+ we are predicting the same requirement will be made for our students in the near future.

It is strongly recommended that anyone 6 months from their last vaccine does get a booster shot (individuals can choose either Pfizer or Moderna) to ensure their vaccine is effectively protecting them from COVID.

Students with Disabilities

(Q18) Health and safety accommodations

Mask Accommodation: Rocketeers with disabilities can request an accommodation and must work with their Principal to come up with an alternate plan before their first day on campus. Legally we are not permitted to turn away a Rocketeer with a disability (physical or mental condition as recognized by the law) if they can not wear a mask. If you are unsure if the Rocketeer has a disability, ask the Associate Director of ISE (for PK3/PK4 consult your AppleTree Special Education Coordinator). It's important that School Leadership engages the parent and the student in a discussion. Some ways to encourage mask wearing for those requesting an accommodation:

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

AppleTree Rocketeers who have a documented sensory issue and are not able to wear a mask due to their disability will be excused from wearing. Students with sensory issues may be provided a face shield, if tolerable. AppleTree Rocketeers are also excused from wearing masks during their 90 minute nap time.

Training, Technical Assistance, and Monitoring

(Q19) Training

- To prevent the spread of coronavirus, Rocketship DC may offer training for students, staff, and families. Topics may include:
 - How to safely return to school: a training detailing all in-school processes for students, families, and staff)
 - Healthy Habits for Staying COVID-19 Free: Support for the entire school community on how to stay safe during the global pandemic
 - I've Got This: PPE training for students
- COVID Lead Position: Each campus has two COVID Leads that attend weekly training throughout the school year.
- Training for all regional and school leadership team members will be held by Brandon Werner, Regional Director of Operations.

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

(Q20) Monitoring

- Brandon Werner, Regional Director of Operations (RDO), will complete walkthroughs ahead of the first day of school and weekly during the school year to monitor the health and safety aspects. Business Operations Managers (BOM) get to 100% on their COVID19 System Checklists via iAuditor within 48 hours after the initial walkthrough. Throughout the school year BOMs will complete self inspections and report their results into the RDO, in addition to the RDO's own inspections.
- If school leaders are not leading their campuses in adhering to our health and safety protocols or staff are not following our health and safety protocols the Executive Director will act with staffing changes, additional training, or a combination to ensure the campus meets our expectations.

Communicating Policies and Procedures to Students, Families, Staff and Visitors

(Q21) Communication plans.

Staff will receive training on key health and safety policies during Summer PD, which begins on July 27th. We will prioritize this training to ensure that they are aware of the ways they can mitigate the risks of COVID-19 in our school and ensure everyone's safety.

Training for families will be held by Business Operations Managers during family orientations before school begins. These will be held both in person and virtually. Staff will also reiterate and follow up with families regarding health and safety expectations and prevention measures during home visits, which happen within the first 3 months of the school year.

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

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