

## 2022-2023 COVID-19 POLICY

This document serves as an outline of COVID-19 policies and procedures. The protocols detailed here are specific to Kingsman Academy, formed from the guidance of The Office of the State Superintendent of Education (OSSE), and the District of Columbia Department of Health.

### I. ENTERING THE BUILDING

- All individuals should enter the building via the 14th Street NE entrance.
- All middle school students should enter the building via the entrance at E Street NE.
- All individuals will clear security and adhere to Kingsman Academy Test to Stay policy.
- All individuals receive an antigen/rapid test from our contracted nurse and must adhere to testing policies.

### II. MASKING INDOORS

- Kingsman Academy will require each person entering the building to wear a mask. Kingsman Academy will continue to provide masks for those individuals who do not have one.
  - All individuals will be required to wear a mask for the entire duration of their stay inside the building, and riding in school vehicles
    - **Exceptions:** Eating or drinking food.
    - Masks are not required but highly recommended to be worn outside the premises and in public areas/places while under the supervision of Kingsman Academy.
- All students will consume meals in designated areas throughout the building.

### II. COVID Testing

- **IF POSITIVE FOR STAFF**
  - The nurse or designee will immediately contact the COVID coordinator. The staff person will isolate, leave the premises, and receive advice on next steps to consult with their medical provider, obtain a PCR test, and self-isolate until a negative result.
- **IF POSITIVE FOR STUDENTS 17 AND UNDER**
  - The nurse or designee will immediately contact the COVID coordinator
  - The student will quarantine in a designated area and will receive medical assistance

- The COVID coordinator will contact the student's parent/guardian to communicate the results and advise on next steps to consult with their medical provider, obtain a PCR test, and self-isolate until a negative test result.
- The program leader will provide assistance with COVID tests, food, medical supplies, transportation home, technology for virtual learning, and to assist the family in coordinating medical care if required.
- **IF POSITIVE FOR ADULT STUDENTS**
  - The nurse or designee will immediately contact the COVID coordinator. The adult student will isolate, leave the premises, and receive advice on next steps to consult with their medical provider, obtain a PCR test, and self-isolate until a negative test result.
  - The COVID coordinator will contact the student's program leader to provide assistance with COVID tests, food, medical supplies, transportation home, technology for virtual learning, and to assist the student in coordinating medical care.

### III. COVID-19 VACCINATIONS

- Every student that is 16 years or older must complete the primary series by November 1, 2022.
- Every student 16 years or younger will be encouraged to complete the primary series by November 1, 2022.
  - **NOTE:** *Kingsman Academy has requested and received notification that immunization mobile labs will be made available onsite the first week of August 2022 , the first week of September 2022 and the first week of December 2022 to provide vaccinations and if needed immunizations.*
- ALL STAFF are required to be vaccinated effective from November 2021.

### V. PHYSICAL DISTANCING

- Kingsman Academy will encourage all stakeholders to maintain physical distancing (6ft) while indoors and 3 feet while inside the classroom.

### VI. CLEANING AND VENTILATION

- Kingsman Academy will provide hand sanitizers in every classroom, office space and mounted sanitizers throughout the hallways and other designated common areas.
- Soap dispensers will be positioned in all bathrooms and have posted hygiene best practices.
- Kingsman Academy has HVAC systems with state of the art air filters, and ionization components to maximize the air quality inside the building. Air purifiers will be utilized in high traffic areas and areas with less than adequate ventilation.

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- Kingsman Academy maintains routine and daily cleaning schedules with operational staff and its contracted vendor.

### VIII. REPORTING:

- Kingsman Academy will adhere to the new DOH guidelines for reporting confirmed COVID cases that are tied to a single event that occurred or was hosted by the school.

### VIII. STAKEHOLDER ENGAGEMENT:

- Kingsman Academy will notify families and staff whenever there is a COVID case regardless of the size if it is determined that the positive case had a prolonged exposure to individuals in the building or on a sponsored school event.
- Kingsman Academy requests all staff, families and students notify the COVID coordinator whenever they have tested positive for contact tracing purposes. All information will be kept confidential.
- Kingsman Academy recognizes the value of feedback from families, students, and staff. Kingsman will administer surveys to track data from all stakeholders to improve COVID prevention and response.